

## SWAFFHAM TOWN COUNCIL

### Minutes of Planning & Built Environment Committee meeting held on Tuesday 27 January 2026 at 11am in the Town Hall

Councillors: L Beech, P Darby (Vice Chairman), G Eves, J Zielinski

Town Clerk: H Carrier

Minute Taker: D Hamilton

**P90/25 Apologies for absence**

Apologies were received in advance from L Scott

**P91/25 Declarations of interest**

None received

**P92/25 Minutes: Planning & Built Environment Committee 25 November 2025**

The minutes of the Planning & Built Environment Committee meeting held on the 25 November 2025 were agreed and signed by the Chairman as an accurate record.

**P93/25 Outstanding actions**

None received

**P94/25 Public Forum**

There were no members of the public present.

**P95/25 Planning & Built Environment related issues from Non-Councillors**

None received.

**ACTION:** Cllr Zielinski requested that 'Planning & Built Environment related issues from non-councillors' be clarified to say 'Planning & Built Environment related issues from Non-Member Councillors' for clarity.

**P96/25 Late Decisions/Information from Breckland District Council**

96.1 **PL/2025/1709/NMA** Non-Material Amendments to PP 3PL/2024/0457/F Amendments to external materials. Carol House South Pickenham Road, Swaffham. **Information Only**

96.2 **PL/2025/1447/FMIN** Demolition of the existing former police station and outbuildings to allow the erection of 5 residential dwellings with associated highways and infrastructure works. Former Police Station, West Acre Road, Swaffham, PE37 7LY **REFUSED**

**Swaffham Town Council comments: NO OBJECTIONS with comments:**

**The demolition plan should have regard to existing neighbours**

**The existing hedge on eastern boundary should be retained**

**The amenity of residents to the north should be protected from overlooking**

96.3 **PL/2025/1638/HOU** Garage conversion for office use (incidental) incl. shower room. 1, Rix Place, Swaffham, PE37 8GD **GRANTED WITH CONDITIONS**

**Swaffham Town Council Comments: NO OBJECTIONS. Swaffham Town Council fully support the Highways comments.**

96.4 **PI/2025/1664/FMIN** Conversion and subdivision of offices to form 3 dwelling houses. 9 - 10, Plowright Place, Swaffham, PE37 7LQ **REFUSED**

**Swaffham Town Council Comments: NO OBJECTIONS**

96.5 **PL/2025/1734/ADV** Proposal to install 3No Fascia, 1No Projecting sign & 2No Dibond signs. New Convenience Store Land Off Brandon Road, Swaffham, PE37 7FP. **GRANTED WITH CONDITIONS**

**Swaffham Town Council Comments: NO OBJECTIONS**

96.6 **PL/2025/1872/DCA** Discharge of Condition(s) 17 & 20 on PP 3PL/2023/1147/F. Campingland Surgery, The Campingland, Swaffham, PE37 7RD. **Information Only**

- 96.7 **PL/2025/1878/SCR** Outline planning application for erection of up to 162 dwellings (including affordable housing), a care home and 3.8 hectares of employment units with access roads, associated parking, green infrastructure, landscaping, SUDs and other associated works and infrastructure. All matters reserved except for the means of access into the site on land east of West Acre Road. Land East of West Acre Road, Swaffham.  
**Information Only**
- 96.8 **PL/2025/1821/FMIN** Proposed Barn Conversion (existing glassworks and associated workshop) to create a two-bedroom residential dwelling (plot 1), alongside a new two-bedroom dwelling through the demolition of the existing workshop with new vehicular access (plot 2). Swaffham Glass Whitsands Road, Swaffham. **GRANTED WITH CONDITIONS**  
**Swaffham Town Council Comments: NO OBJECTIONS. We have no objections to change of use and development but would like to see the whole site developed together so it ensures that the barn is not left derelict at any time as it is adjacent to the Conservation Area.**
- 96.9 **PL/2026/0067/DCA** Discharge of condition 5, 6 and 7 on PP PL/2025/1383/FMAJ. Snails Pit Farm Cley Road, Swaffham. **Information Only**
- 96.10 **PL/2025/1383/FMAJ** Construction of box potato store, covered loading/unloading corridor, empty box storage including concrete hardstanding and sustainable drainage. Snails Pit Farm Cley Road, Swaffham, Norfolk, PE37 8AE. **GRANTED WITH CONDITIONS**  
**Swaffham Town Council Comments: NO OBJECTIONS with comments:**  
- Any additional traffic movements will have an impact on Haspalls Road and the Globe Hill junction.  
- Lighting should conform to NP ENV5 Dark Skies
- P97/25 Planning Applications**
- 97.1 **PL/2025/1969/FMIN** Amendments to existing building including revised front facade and amended internal wall arrangements, proposed change of use of Units 6 and 7 (approved under pp PL/2024/0898/FMIN) into a singular Unit 6. Land West of Brandon Road, Swaffham  
**Swaffham Town Council Comments: NO OBJECTIONS**
- 97.2 **PL/2025/1773/VARMAJ** Variation of wording of condition 8 on pp 3PL/2020/1027/F - amend trigger point of condition 8 with regard to Traffic Regulation Order. Antique Emporium Room 1, Old School House, 18, Market Place, Swaffham, PE37 7QH  
**Swaffham Town Council Comments: NO OBJECTIONS, no general comment.**
- 97.3 **PL/2026/0047/FMIN** Proposed dwelling house with associated parking and access. Land adjacent Vine Cottage Pleasant Row, Swaffham  
**Swaffham Town Council Comments: OBJECT on Highways grounds as the exit is onto a busy highway.**
- P98/25 Late Applications**  
**PL/2026/0096/TCA** TCA Application for trees in a conservation area. Innovations, 83e Market Place, Swaffham, Norfolk, PE37 7AQ  
**Swaffham Town Council Comments: OBJECT with three Councillors agreeing and one against**
- P99/25 Response to installation of pedestrian and cycle parallel crossing on Lynn Road**  
Response noted.
- P100/25 Local Plan Review, in particular the issue of a relief road/ bypass and the implications for the LPR in the light of the BDC's draft infrastructure investment prospectus**  
Cllr Zielinski noted that the BDC are recognising the need for a bypass road, with a proposal being put forward to the new Mayor within their December minutes. This has not been mentioned in the Local Plan Review.  
**ACTION: It was unanimously agreed for the Planning Committee Chairman (Cllr Scott) to write to the Cabinet Member at Planning and the Planning Officer in charge of the LPR to point out that the need for a bypass road is not mentioned in the Regulation 18 plan to prevent future developer issues.**

**P101/25 The Drovers Solar Farm Acceptance Letter**

A Town Council public consultation will be sent out. The responses from the Public Consultation will be sent to Full Council for review once completed.

**P102/25 Next meeting**

The next meeting is on Tuesday 24 February 2026 to be held at 11am in the Council Chamber at the Town Hall.

Meeting Closed 12:02pm

Chairman.....