

SWAFFHAM TOWN COUNCIL

Minutes of Planning & Built Environment Committee meeting held on Tuesday 28 April 2026 at 11am in the Town Hall

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

Town Clerk: L Jarrett

Minute Taker: D Hamilton

Members of the Public: None

P125/25 Apologies for absence

None received

P126/25 Declarations of interest

None declared

P127/25 Minutes: Planning & Built Environment Committee 31 March 2026

The minutes of the Planning & Built Environment Committee meeting held on the 31 March 2026 were agreed and signed by the Chairman as an accurate record

P128/25 Outstanding actions

- 128.1 Kebab Shop and MG Building Maintenance Shop Fronts: The Kebab shop have not replied to enforcement and Breckland District Council (BDC) are currently in discussions with the landowner. MG Building Maintenance are submitting new designs for BDC approval. Cllr Scott asked for this item to be added to the agenda for the next meeting.
- 128.2 10 and 13 Station Street shopfronts: Cllr Anscombe is currently working on this and is in contact with NDC Head of Planning and will follow up with them at the end of April.
- 128.3 11a Station Street: Enforcement submitted 13/04.
- 128.4 The Station Bar, Station Street (3PL/2022/0817/VAR): Enforcement submitted 13/04.
- 128.5 Bears Field: Enforcement submitted 14/04.
- 128.6 Fred Nicholson School: Enforcement submitted 14/04.
- 128.7 Old Hamonds School: Cllr Scott provided an update Cllr Anscombe will update the Council at the next Full Council meeting on the 13 May 2026.

P129/25 Public Forum

No members of the public wished to address the committee

P130/25 Planning & Built Environment related issues from Non-Member Councillors

None received

P131/25 Late Decisions/Information from Breckland District Council

- 131.1 **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 **GRANTED WITH CONDITIONS**
Swaffham Town Council Comments: NO OBJECTIONS
- 131.2 **PL/2026/0497/NMA** Amendment to pp PL/2026/0232/HOU - toilet window on front made smaller. 44, The Oaklands, Swaffham, PE37 7EN. **Information Only**
- 131.3 **PL/2026/0546/DCA** Discharge of Condition 8 and 13 on PP 3PL/2023/0387/F. Spinners Lane Garage, Spinners Lane, Swaffham, PE37 7LR. **Information Only**

131.4 **PL/2026/0353/FMIN** Erection of 2 storey side extension and use of part ground floor as commercial hair salon (mixed use Class C3 and E(c)(iiii)). 15, St Guthlac Close, Swaffham, PE37 7JA **GRANTED WITH CONDITIONS**
Swaffham Town Council Comments: NO OBJECTIONS. It should be conditioned to ensure that there's no intensification of the business. The Neighbourhood Plan, BUS2 fully supports this.

131.5 **PL/2025/1470/FMIN** Proposed 1no Chalet Bungalow. Garages/parking Land Rear Of 20 & 22 New Sporle Road, Swaffham, PE37 7JD **GRANTED WITH CONDITIONS**
Swaffham Town Council Comments: NO OBJECTIONS. The development needs to comply with the dark skies policy as outlined in section ENV5 in the Neighbourhood Plan.

131.6 **PL/2026/0561/NMA** Discharge of Condition 3 on 3PL/2023/1147/F. Land West of Brandon Road, Swaffham.
Information Only

P132/25 Planning Applications

132.1 **PL/2026/0555/FMIN** Proposed alterations and refurbishment of existing Public Toilets, storage areas and retail / community space, Swaffham Public Toilets. **Information Only**
Swaffham Town Council Comments: NO COMMENT. Swaffham Town Council declare an interest in this application therefore no comment can be made.

P133/25 Late Applications

There were no late applications.

P134/25 Breckland response regarding 61 Market Place

The response from Breckland was received and discussed.

ACTION: It was agreed to respond to Breckland to insist, for the sake of future residents, that they comply with Condition 2 and to place a comment on the planning portal to question whether they have complied with the condition for legal requirements

P135/25 Public Rights of Way regarding (Swaffham -EH020) Modification Order 2025

The Modification Order was received.

P136/25 Compound site request from NCC regarding footway maintenance works on Greenhoe Place

The compound site request was received, and it was debated.

ACTION: It was unanimously agreed to make a recommendation to all Councillors to decline the request based on health and safety, security and impact of current bookings on the site and to suggest alternative sites. This response is to be then provided to NCC following the councillor's approval.

P137/25 Update from Central Solar Alliance meeting and consider creating a traffic plan to mitigate the large volumes of additional construction traffic that will be generated when building starts

The committee agreed that the developers of the sites need to provide the traffic management plan for the proposed solar farms.

ACTION: It was agreed that the Planning Committee would submit a recommendation to Full Council to write to the Planning Inspectorate to raise concerns regarding the level of traffic likely to be generated by the proposed site developments and to request that the developers provide a comprehensive traffic management plan and supporting report at the earliest opportunity for review by the Council.

P138/25 Items for recommendation to Full Council:

The proposed items for recommendation to Full Council regarding relief roads was discussed.

ACTION: It was unanimously agreed that Cllr Scott would write to Terry Jermy, the three District Councillors for Swaffham, and the newly appointed Norfolk County Council Councillor, to outline the Town Council's aspirations in relation to relief roads and to request guidance on how a meeting could be arranged with the Head of Highways and the Head of Planning, either in person or virtually, to seek clarity and raise questions.

P139/25 Next meeting

The next meeting is on Tuesday 26 May 2026 to be held at 11am in the Council Chamber at the Town Hall.

Meeting Closed 12:01pm

Chairman.....