

SWAFFHAM TOWN COUNCIL

Minutes of Planning & Built Environment Committee meeting held on Tuesday 30 June 2026 at 11am in the Town Hall

Councillors: L Beech (from 11.10am), P Darby (Vice Chair), G Eves, L Scott (Chair) and J Zielinski

Town Clerk: H Carrier

Minute Taker: H Duggan

Members of the Public: None

P16/26 Apologies for absence

Apologies were received in advance for Cllr Alford and Cllr Mander would be listening in as a member of the public on Teams.

P17/26 Declarations of interest

There were no Declarations of Interest noted.

P18/26 Minutes: Planning & Built Environment Committee 26 May 2026

The minutes of the Planning & Built Environment Committee meeting held on the 26 May 2026 were agreed and signed by the Chairman as an accurate record

P19/26 Outstanding actions

Swaffham Station and Old Goods Yard shed.

ACTION: It was agreed to investigate the process required to establish the Station and Old Goods Yard shed as listed buildings and update the committee at the next meeting.

Crocus Homes S106

A meeting was being arranged with Crocus Home to discuss the S106 monies. In the meantime, a meeting was being held with EIBE to look at the play area at the Recreation Grounds.

Old School

There was no further update however there may be an update at the July Full Council meeting

White Hart PH

There was no news at present however a possible update may be available at the July Full Council meeting.

P20/26 Public Forum No members of the public were present

No members of the public were present.

P21/26 Planning & Built Environment related issues from Non-Member Councillors

None received

P22/26 Late Decisions/Information from Breckland District Council

22.1 **PL/2026/0724/DCA** Discharge of Conditions 3, 4, 5 & 7 on PP PL/2025/1838/FMIN. Flat 40B (second floor) being used as an individual residential flat for over 10 years. 40b Station Street, Swaffham, Norfolk, PE37 7LH
Information Only

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

22.3 **PL/2026/0444/FMIN** Works to repair the existing roof, windows and external doors, including works to refurbish the main façade. 15, Market Place, Swaffham, PE37 7AB **GRANTED WITH CONDITIONS**
Swaffham Town Council Comments: NO OBJECTIONS

- 22.4 **PL/2026/0436/LB** Works to repair the existing roof, windows and external doors, including works to refurbish the main façade. 15, Market Place, Swaffham, PE37 7AB **GRANTED WITH CONDITIONS**
Swaffham Town Council Comments: NO OBJECTIONS
- 22.5 **PL/2026/0805/DCA** Discharge of condition 14 (D) on PP 3PL/2023/1147/F. CAMPINGLAND SURGERY The Campingland, Swaffham, Norfolk, PE37 7RD **Information only**
- 22.6 **PL/2026/0821/NMA** Non-Material Amendment(s) to PP PL/2026/0631/NMA to plots 91, 92, 100, 101 and 101 as detailed within the submitted documents Improvements to amenity space to rear gardens) and as a result of sales requests. Land West of Brandon Road, Swaffham, PE37 7FP. **Information only**
- 22.7 **PL/2026/0683/ADV** Proposed Signage lettering on cleats and rails attached to Existing Kingspan K-Roc-Evolution Panels and white gloss internal window vinyl. Proposed Commercial Outlets Brandon Road, Swaffham, PE37 7ED **GRANTED WITH CONDITIONS**
Swaffham Town Council Comments: NO OBJECTIONS
- P23/26 Planning Applications**
- 23.1 **PL/2026/0770/HOU** Proposed extension to existing garage with a new master bedroom suite above, a single storey rear extension and a full-height bay window to the front elevation. 7, Wolferton Drive, Swaffham, PE37 7RZ **30 June 2026**
Swaffham Town Council Comments: NO OBJECTIONS
- 23.2 **PL/2026/0792/HOU** Proposed single storey side extension to create a ground floor bedroom and shower room. 21, Sporle Road, Swaffham, PE37 7JN **30 June 2026**
Swaffham Town Council Comments: NO OBJECTIONS with comments: - from a design point of view, Swaffham Town Council would prefer to see a pitched roof on the proposed extension.
- 23.3 **PL/2026/0790/CLOPUD** Application for a Lawful Development Certificate for a Proposed Use or Development Town and Country Planning Act 1990 (as amended) Siting of a mobile home ancillary to the main dwelling. Hill House, 19, Tumbler Hill, Swaffham, PE37 7JG **30 June 2026**
Swaffham Town Council Comments: NO OBJECTIONS with comments: Swaffham Town Council would request enforcement of the condition that the use of the hybrid garden annexe be entirely ancillary to the use of the main dwelling house.
- 23.4 **PL/2026/0661/FMIN** Change of use of commercial café (Class E) to 2 bed holiday let accommodation (Class C1), including completion of the balcony structure approved under planning permission 3PL/2015//0062/F for use of the holiday accommodation, associated with the Hotel, with associated external/internal alterations including two new windows to the East Elevation. Strattons Hotel, 4, Ash Close, Swaffham, PE37 7NH. **4 July 2026**
Swaffham Town Council Comments: NO OBJECTIONS
- P24/26 Late applications**
There were no late applications.
- P25/26 Planning Enforcement Letter for ENF/099/26, Station Street**
Received and noted for information only.
- P26/26 NCC Planning Services response regarding Fred Nicholson School Hedge**
Noted for information only.
Cllr Scott advised he would be sending a copy to Bob Way to ask for his comments and potential follow up.
- P27/26 Enforcement Appeal Notification for ENF/202/23/PAR, Lydney House**
Received and noted for information only.
- P28/26 Local Plan update**
Cllr Scott advised the draft Local Plan was due to be published in the next few weeks, at which point there would be the opportunity to review in full and provide comments.
- P29/26 Next Meeting**

The next meeting is on Tuesday 28 July 2026 to be held at 11am in the Council Chamber at the Town Hall.

An agenda item, at the request of Cllr Darby, would be added to discuss Solar Farm plans in Norfolk and local areas.

Meeting Closed 12 noon

Chairman.....