

SWAFFHAM TOWN COUNCIL

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

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

Town Clerk: H Carrier

Minute Taker: D Hamilton

Members of the Public: None

P30/26 Apologies for absence

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

P31/26 Declarations of interest

There were no Declarations of Interest noted.

P32/26 Minutes: Planning & Built Environment Committee 30 June 2026

The minutes of the Planning & Built Environment Committee meeting held on the 30 June 2026 were agreed and signed by the Chairman as an accurate record

P33/26 Outstanding actions

Crocus Homes S106

A meeting was arranged with Crocus Home to discuss the S106 monies, but this was cancelled. A new date is scheduled in the next few weeks.

Regulation 19 Comments

Cllr Scott encouraged all Committee members to read the Regulation 19 document released. There is a deadline of September until the comments need to be in.

ACTION: It was agreed for all committee members to read the proposal and comments to be consolidated with Cllr Scott

P34/26 Public Forum No members of the public were present

No members of the public were present.

P35/26 Planning & Built Environment related issues from Non-Member Councillors

None received

P36/26 Late Decisions/Information from Breckland District Council

36.1 **PL/2026/0906/DCA** Discharge of Conditions 17, 19 and 20 on pp 3PL/2023/0154/F. Land East of New Sporle Road, Swaffham, Norfolk **Information Only**

36.2 **PL/2026/0975/DCA** Discharge of condition 8 on pp PL/2026/0047/FMIN. Vine Cottage, Pleasant Row, Swaffham, PE37 7DT **Information Only**

36.3 **PL/2026/0938/NMA** Non-Material amendment to PP PL/2026/0631/NMA to Internal and external alterations to the approved care home development, the provision of PV panels, air source heat pumps and a lift 'over-run' to the roof, the increase in the size of a patio area and the provision of an external footpath. Land At Cygnet Rise, Swaffham, PE37 7FP **Information Only**

36.4 **PL/2026/0999/CLOPUD** Siting of 30 static caravans and 20 touring caravans for residential occupation - Certificate of lawfulness - proposed use. BRECKLAND MEADOWS CARAVAN PARK Lynn Road, Swaffham, Norfolk, PE37 7PT. **Information Only**

ACTION: It was agreed to enquire with the Planning team as to why this application was sent out for information only and to provide the below comments on the application:

Swaffham Town Council Comments: OBJECT. Swaffham Town Council Objects to the granting of a Lawfulness Certificate; the application form refers to a 'Planning supporting statement' but which is missing from the portal documents. The increase in static caravans is a material change of planning use which requires a full application setting out how it complies with the policies of the Neighbourhood Plan and Local Plan, to ensure residents and future residents enjoy comparable levels of amenity as set out in those policies.

- 36.5 **PL/2026/0725/FMIN** Proposed siting of non-permanent cabin to accommodate the Swaffham Community Fridge. COMMUNITY CENTRE The Campingland, Swaffham, Norfolk, PE37 7RB **GRANTED WITH CONDITIONS**
Swaffham Town Council Comments: Swaffham Town Council acknowledge the application and cannot comment as the Town Council owns the Community Centre

P37/26 Planning Applications

- 37.1 **PL/2026/0926/LB** Works to repair existing roof and facade, including overhauling existing sash windows, 2Nr replacement windows and new front door. Removal of existing signage, lighting and hanging baskets and provision of new high-level signage. The White Hart 2, London Street, Swaffham.

Swaffham Town Council Comments: NO OBJECTIONS

- 37.2 **PL/2026/0802/CLEUD** Certificate of Lawfulness Development to confirm that a lawful commencement has occurred pursuant to approved planning permissions 3PL/2020/1027/F & 3PL/2020/1028/LB. Old School House, 18, Market Place, Swaffham, PE37 7QH.

Swaffham Town Council Comments: OBJECT. Swaffham Town Council objects to the granting of a Lawfulness Certificate; Condition 8 of the planning permission is a key condition. It states "No works shall commence on the site until the Traffic Regulation Order for the extension of the existing waiting restrictions has been promoted by the Local Highway Authority. Reason for condition: - In the interests of highway safety in accordance with Policies TR01 and TR02 of the Breckland Local Plan (adopted 2019). This needs to be a pre-commencement condition as the impact applies to traffic associated with both the construction phase and also daily running of the site once complete." The submission report for the CLEUD does not address this issue. The TRO was not promoted during the three years after the planning consent was granted. Highways have stated categorically that Condition 8 has not been discharged and a subsequent application to modify the Condition has been applied for but only after the Planning Consent had expired. Therefore, according to the Whitley Principle, the development cannot be regarded as having lawfully commenced.

Swaffham Town Council would make the following comment, this group of listed buildings brought make a huge contribution to the Public Realm and Heritage of the Town. Urgent works to prevent further decay and to stabilise the buildings is necessary. We are disappointed that the planning permission has been allowed to lapse.

- 37.3 **PL/2026/0947/FMIN** Construction of new self-build dwelling. 40 King Street, Swaffham, Norfolk, PE37 7BU.
Swaffham Town Council Comments: NO OBJECTIONS

P38/26 Late applications

There were no late applications.

P39/26 Next Meeting

The next meeting is on Tuesday 25 August 2026 (if required) to be held at 11am in the Council Chamber at the Town Hall.

Meeting Closed 12 noon

Chairman.....