

**MINUTES OF THE MEETING OF THE  
PLANNING, TRANSPORTATION AND ENVIRONMENT COMMITTEE  
HELD ON THURSDAY 4<sup>TH</sup> FEBRUARY, 2016 AT 7.00 PM  
IN THE COUNCIL CHAMBER, NORTH LODGE, CROMER**

**Present:-**

Chairman – T. Adams, Cllr. T. Bartlett, Cllr. P. Harris, Cllr. J. Hamilton-Emery,  
Cllr. R. Leeds, Cllr. Y. Nolan, Cllr. C. Plewman and Cllr. B. Stibbons.

**In Attendance:-**

Cllr. J. Frostdick and Cllr. C Robb.

County and District Councillor H. Cox.

Julie Chance MILCM – Town Clerk.

Two members of the public also attended the meeting.

**1. MINUTES OF THE MEETING HELD ON 7<sup>TH</sup> JANUARY 2016**

The Minutes of the meeting held on 7<sup>th</sup> January 2016, having been **AGREED** at Full Council on 18<sup>th</sup> January 2016, were signed by the Chairman.

**2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS**

Pecuniary declarations of interest were received from Cllr. T. Bartlett concerning matters relating to trees at The Loke. Cllr. Bartlett requested a dispensation in order to be able to speak on the matter. The dispensation was granted.

**3. APOLOGIES FOR ABSENCE**

No apologies for absence were received.

**4. PUBLIC PARTICIPATION**

A member of the public asked whether a change of use application has been received for the old Buddies building. The Chairman replied that only the signage application has been received at the present time.

**5. PRE-SUBMISSION DOCUMENTS**

None received.

**6. PLANNING APPLICATIONS:- - Appendix A attached.**

**6.1 PF/15/1272 – Upton House:-** This application will be heard at a future Development Committee meeting. No further update.

- 6.2 **PF/15/1553 – Land at Old Zoo Site:-** It was reported that the Planning Department at North Norfolk District Council have requested a visual impact report on this application. This application will be heard at a future Development Committee meeting.
- 6.3 **PF/15/1422 – Annexe, 4a Arbor Road, Cromer:-** The Clerk read an email received from North Norfolk District Council stating that this application was heard at the Development Committee meeting on 14<sup>th</sup> January 2016. This application was approved.
7. **PLANNING DECISIONS:-** - Appendix B attached.
8. **PLANNING APPEALS**
- 8.1 **PF/15/0533 – 28 High Street:-** The Clerk reported that this appeal was dismissed by the Planning Inspectorate. It was **AGREED** that the Clerk will obtain a copy of the report and circulate to all Members.
9. **OTHER PLANNING MATTERS**
- 9.1 **Development Committee:-** Nothing to report.
- 9.2 **QD Store:-** The Chairman reported that the change of use permission given for planning application PF/15/1186 did not give permission for any external alterations to the building. However, a new door has been installed. This has been referred to North Norfolk District Council Enforcement Team who are investigating the matter.
- 9.3 **Trees – The Loke:-** It was reported that the mature chestnut tree has now been removed. A temporary TPO has been received from North Norfolk District Council for two mature Holme Oaks and two mature Cypresses at The Loke. It was **AGREED** that the Clerk would write to North Norfolk District Council supporting the TPO and stressing the significant importance of the mature trees.
- 9.4 **Local Plan:-** The Clerk circulated the newsletters received from North Norfolk District Council. Members were asked to let the Clerk know if they have any suggestions for development sites. It was **AGREED** that the Clerk will write to North Norfolk District Council and ask for an update on the site at Jubilee Road. Building has ceased and the development is not complete.
- 9.5 **NALC – Right of Appeal for Parish and Town Councils:-** It was **AGREED** that the Clerk would write to NALC in support of NALC adopting this initiative as a policy.
- 9.6 **Empty Property – Hamilton Road:-** It was reported that there is a planning application expected on this property.
10. **LICENSES**
- 10.1 None received.

## **11. TRAFFIC ORDERS**

- 11.1 Colne Road:-** It was **AGREED** that the Clerk would write to Norfolk County Council and object to yellow lines on both sides of the road. The Members feel that the staggered approach at present helps to slow traffic down.
- 11.2 The Loke:-** It was **AGREED** that the Clerk would write to Norfolk County Council stating that the Members support yellow lines to aid vehicle movement.
- 11.3 Arbor Road:-** It was **AGREED** that the Clerk will write to Norfolk County Council to object to any further yellow lines being installed.
- 11.4 FP7 – Love Lane:-** Circulated. Noted.
- 11.5 149 Norwich Road:-** Circulated. Noted.
- 11.6** The Chairman reported that there will be traffic lights in place on the Holt Road on Friday 5<sup>th</sup> February in order to remove a crane.

## **12. BYELAWS AND PARKING**

- 12.1 Byelaws – Promenade:-** No update given. It was **AGREED** that the Clerk would write to North Norfolk District Council and request an update.
- 12.2 Cromer Parking:-** The Chairman reported that he will be analysing the questionnaires and presenting the information shortly.
- 12.3 Car Parking – North Lodge Park:-** The Chairman reported that a proposal will be discussed at the next North Norfolk District Council Cabinet meeting for a car park of 55 spaces to be placed in North Lodge Park. It was **AGREED** that this matter needs careful discussion and will be placed on an appropriate agenda. The Chairman reported that he has been requested by the press to compile a regular column. It was **AGREED** that the first column should include the proposals for a possible car park in North Lodge Park.

## **13. HIGHWAY MATTERS**

- 13.1 The Gangway – Disabled Crossing:-** It was reported that this has not been completed and is working well. It was **AGREED** this matter will be placed on the next Promotions Committee agenda for discussion on how to promote the new crossing.
- 13.2 Runton Road – Alley:-** It was reported that Walkers are Welcome are dealing with this matter. This matter will be placed on the next agenda for an update.
- 13.3 Cromer Academy - 20 mph Signs:-** The Clerk reported that she has not heard from the parish partnership scheme. This matter will be placed on the next agenda for an update.
- 13.4 Chapel Street Repair:-** The Clerk reported that the Norfolk County Council are due to carry out the repairs on 16/17<sup>th</sup> March 2016.
- 13.5 Norwich Road Verge – Removal of Tree:-** It was **AGREED** that the Clerk will write to Norfolk County Council and state that Cromer Town Council object to the removal of any trees in this area.

- 13.6 Highway Rangers:-** The Clerk circulated information concerning the next visit. Noted.
- 13.7 Yellow Lines – St. Margaret’s Road:-** The Clerk read an email received from Norfolk County Council stating that the lines in this area have been refreshed correctly. They do not extend across the frontage of No.7. It was **AGREED** that the Clerk would inform the member of public who requested that the lines be replaced.
- 13.8 20 mph Speed Limited – New Street/Tucker Street/Church Street:-** It was **AGREED** that this matter will be discussed with Norfolk County Council at the next meeting with them. This matter will be placed on the next agenda for an update.

**14. FOOTPATHS AND PUBLIC RIGHTS OF WAY**

- 14.1 Central Road/Bernard Road:-** The Clerk read an email received from Norfolk County Council stating that drainage will be installed and the footpath resurfaced before the end of March 2016.
- 14.2 Footpath Warden:-** The Chairman reported on the meeting held with Walkers are Welcome. It is felt that a Footpath Warden would benefit Cromer. Walkers are Welcome are investigating the insurance which is in place for volunteers and this matter will be discussed with Norfolk County Council at the next meeting with the Highway Engineer.
- 14.3 Footpath – The Warren:-** It was reported that the footpath at the top of The Warren is very muddy. This matter will be discussed with the Highway Engineer at the next meeting.

It was **AGREED** to suspend Standing Orders.

**15. TRANSPORTATION MATTERS**

- 15.1 Bus Station:-** The Clerk reported that an email had been received requesting information concerning the cost of the work carried out at the Bus Station. The Clerk has replied appropriately.
- 15.2 Bench – Cadogan Road Bus Stop:-** The Chairman reported that correspondence has been received requesting that a bench from the Bus Station is relocated to Cadogan Road bus stop. It was **AGREED** that the Clerk would reply to the member of public stating that Cromer Town Council do not feel this is a good idea. The situation will be monitored once the new bus shelter in the Bus Station has been installed.

**16. CORRESPONDENCE AND OTHER MATTERS**

- 16.1 Partnership Working – North Norfolk District Council – Grounds Maintenance:-** The Clerk reported that she has written to North Norfolk District Council stating that Cromer Town Council are very happy to work with them in partnership for the grounds maintenance in Cromer as long as a sustainable budget is included in the agreement.

- 16.2 Shaun Vincent – 31<sup>st</sup> March – Neighbourhood Plans:-** The Clerk reminded all present that Shaun Vincent will be attending the meeting on 31<sup>st</sup> March to discuss Neighbourhood Plans.
- 16.3 Howards Hill Garages:-** The Clerk read an email received from North Norfolk District Council stating that they have informed the owner of the garages that the roof has been blown off and there is asbestos present. The owners have now removed any loose debris.
- 16.4 Traffic Congestion:-** The Clerk reported that a correspondence has been copied to Cromer Town Council concerning traffic congestion. The original letter was written to Norfolk County Council. Noted.
- 16.5 Crematorium:-** The Clerk reported that Westerleigh are now progressing the tender process and it is hoped that building will commence shortly.

**17. DATE OF NEXT MEETING**

The date of the next meeting was noted as Thursday 3<sup>rd</sup> March 2016.

**There being no other business the Chairman closed the meeting at 9.10 pm.**

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**Chairman**

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**Date**

**CROMER TOWN COUNCIL  
PLANNING APPLICATIONS - APPENDIX A**

<b>CTC NO</b>	<b>Planning Application reference</b>	<b>Detail of application</b>	<b>Location</b>
1	AN/15/1876 QD Group	Display of fascia sign  <i>No objections</i>	Cadogan Road
2	PF/15/1893 Mr P Stokes	Erection of extension to side and rear of dwelling  <i>No objections</i>	40 Howards Hill
3	Y/1/2015/1014 NCC	<p>Single storey building adjacent and to the north west of the existing school consisting of 6 classrooms, 2 group rooms, WC &amp; ancillary external works including a temporary construction road during construction period. Removal of 5 temporary mobiles following the construction period.</p> <p><i>Members of Cromer Town Council support this application but are disappointed that they were not invited to the public consultation and that this was not better publicised. Staff parking needs to be resolved. Any trees removed should be replaced with the same number of trees.</i></p>	Suffield Park Infants School Mill Road

**CROMER TOWN COUNCIL  
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4	PF/15/1889 KGM Holdings	<p>Single storey link extension to rear of buildings and internal alterations to 1<sup>st</sup> and 2<sup>nd</sup> floors to create 4 flats</p> <p><i>Support – Cycle locking space should be included. Replacement windows should match the existing sliding sash windows.</i></p>	12 Hamilton Road
5	AN/16/0060 Sue Ryder	<p>Installation of 6 non-illuminated fascia signs</p> <p><i>No objections. Cromer Town Council have concerns that the application for signage has been received before any change of use application. Concern that if signs approved this would predetermine likely acceptance of change of use application</i></p>	Bouncers Bar Holt Road
6	PF/15/1756 Card Factory	<p>Installation of shop front</p> <p><b>AMENDED APPLICATION</b> <i>No objections</i></p>	28 High Street
7	AN/15/1757 Card Factory	<p>Installation of non-illuminated fascia sign</p> <p><b>AMENDED APPLICATION</b> <i>No objections. CTC welcome the decision to change the application using appropriate materials</i></p>	28 High Street

## **Appendix B**

### **(a) Permission/consent for development**

PF/15/1567 Creation of additional car parking spaces at NNDC, Holt Road.

PF/15/1422 Use of annexe as separate residential dwelling at 4A Arbor Road

PF/15/1641 Variation of conditions 2 & 9 of planning permission PF/13/0247 relating to surface water attenuation at Land west of Roughton Road Cromer

LA/15/1664 Internal and external alterations to facilitate conversion of games room to bed room accommodation at Hotel de Paris

PF/15/1736 Internal alterations to create three 2/3 bedroom flats and retention of 1 flat at 9 Beach Road

### **(b) Refusal of permission for development**

### **(c) Application withdrawn**