



BUNGAY TOWN COUNCIL



Minutes of the **Environment & Planning Meeting** held on **Thursday, 4th October** at 7.30 pm
in Riverside, The Staithe, Bungay.

Members: Cllr. D. O'Neill Cllr. M. Lincoln Cllr. K Lodge Cllr. S. Thompson
 Cllr. R. Marshall Cllr. G. Bradley Cllr. B Prior

Also present: Derek Adkins, Interim Administration Assistant, Bungay Town Council & 1 member of the public.

015/18EP **Appointment of Chairman for the newly-formed Environment & Planning committee**
Cllr. Bradley and Cllr. Prior were nominated for Chairman. It was **RESOLVED** to appoint Cllr. Bradley as Chairman.

016/18EP **Appointment of Vice Chairman for the newly-formed Environment & Planning committee**
Cllr. Prior nominated for Vice Chairman. **It was unanimously RESOLVED to appoint Cllr. Prior as Vice Chairman.**

017/18EP **Apologies for Absence**
There were no apologies.

018/18EP **Declaration of Interest & Requests for Dispensation**
There were none.

019/18EP **Review & Adoption of the Terms of Reference for the Committee**
The Terms of Reference were agreed. Cllr. Thompson raised the question of a Neighbourhood Watch Scheme. There is not one currently in place and this to be taken to the next Full Council meeting.

020/18EP **To approve the minutes outstanding**
The minutes of the meeting of Monday, 13th September 2018 were presented for approval. **It was unanimously RESOLVED to accept the minutes and they were duly signed by the Chairman.**

021/18EP **Public Forum**
No members of the public wished to speak.

022/18EP **Training Requirements**
Cllr. O'Neill advised that Waveney produce training as open workshops as does the Suffolk Preservation Society. Agreed that all possibilities for other training sessions to be explored. SALC run in-house courses and other Towns/Districts to be approached to join in courses. Cllr. Thompson would be willing to research funding to assist regarding architectural conservation training and obtaining details of institutions who can assist. The Town Clerk was asked to look at other training sessions in the county. It was confirmed that access to the SALC website for training courses is already in place and can be viewed.

023/18EP **Planning Applications**
a) DC/18/38700/FUL – Bungay Youth Centre, Old Grammar Lane – 7 new dwellings with vehicular access. **It was unanimously RESOLVED to recommend that these plans are approved.**
b) DC/18/3917/FUL – 1 Wherry Road – demolish existing conservatory and replace with a garden room. **It was unanimously RESOLVED to recommend that these plans are approved.**

024/18EP **BA/2018/0258/TCAA**
This was noted by the committee.

The meeting closed at 7.30 pm

Derek Adkins
Administration Assistant to Bungay Town Council, 1a, Broad Street NR35 1EE

Signed _____

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Date _____