Lowestoft Town Council  
Meeting of the Planning and Environment Committee  
Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ  
17:00 on 5 June 2018  

MINUTES  

Present: Cllrs Sue Barnard, Allyson Barron, Tracey Eastwood Amanda Frost, Alan Green, Dick Houghton (arrived 17.04), Peter Knight, Graham Parker, and Alice Taylor (Chair). In attendance: Sarah Foote (Clerk) and Cllr Ian Graham as an observer. Public: none.

335. Welcome
The fire evacuation procedure and public right to report were explained and the meeting was welcomed.

336. Apologies for absence
Apologies were received and accepted (six votes in favour, one abstention) from Cllrs Ford, Carlton, and Green. Cllr Houghton arrived after the vote.

337. Declarations of Interests and dispensations

338. To consider the accuracy of the Minutes:
22 May 2018 – agreed as accurate. Proposed: Cllr Knight; Seconded: Cllr Houghton. The minutes were duly signed by Cllr Taylor.

339. Public Forum there was no member present.

340. Planning applications
The following planning applications were considered (all available on www.eastsuffolk.gov.uk) and the recommendations of the Council were agreed as follows:

<table>
<thead>
<tr>
<th>Reference</th>
<th>Address and Description</th>
<th>Ward</th>
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<tbody>
<tr>
<td>DC/18/1964/COU</td>
<td>141 – 142 High Street – change of use to an A1 shop. Installation of a new front door. Replace rear sliding glass with a fire exit.</td>
<td>Harbour</td>
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<tr>
<td>DC/18/1629/FUL</td>
<td>Leonard Drive - 1) An external staircase to existing agricultural building and 2) Refurbishment of the disused farmhouse for meeting room/ interview room/ kitchen/shower room on ground floor and 1x1 bedroom flat on the first floor.</td>
<td>Harbour</td>
</tr>
<tr>
<td>DC/18/1726/FUL</td>
<td>22 St Margaret’s Road - Replace two storey existing white upvc windows to front with two new white upvc windows.</td>
<td>Harbour</td>
</tr>
<tr>
<td>DC/18/1906/VC</td>
<td>2 Cliftonville Road - Variation of Condition No. 2 of DC/11/0820/FUL - Demolition of existing detached dwelling and replacement with 4no. chalet bungalows and provision of new access drive to plots 2-4 - Alteration to previously approved drawings.</td>
<td>Pakefield</td>
</tr>
<tr>
<td>DC/18/2000/FUL</td>
<td>3 Princes Walk - Construction of single storey rear and two storey side extensions</td>
<td>Normanston</td>
</tr>
</tbody>
</table>

It was proposed by Cllr Knight, seconded by Cllr Barron and unanimously agreed to recommend approval of this application.

It was proposed by Cllr Knight, seconded by Cllr Houghton and unanimously agreed to recommend approval of this application.

It was proposed by Cllr Knight, seconded by Cllr Parker and unanimously agreed to recommend approval of this application.
It was proposed by Cllr Knight, seconded by Cllr Taylor to recommend approval of this application. This motion was not carried two votes in favour, six against. It was then agreed to recommend refusal of this application due to over development of the site and detriment to the street scene. This was proposed by Cllr Barron, seconded by Cllr Houghton and agreed six votes in favour and two against.

It was proposed by Cllr Houghton, seconded by Cllr Parker and unanimously agreed to recommend refusal of this application due to change of street scene this application would bring about.

It was proposed by Cllr Barron, seconded by Cllr Knight and unanimously agreed to recommend approval of this application with the comment that obscured glass should be used in the windows overlooking 5 Windsor Road and the work should be completed in accordance with conservation area guidelines.

It was proposed by Cllr Houghton, seconded by Cllr Barnard and unanimously agreed to recommend refusal of this application as the design may not be in keeping with the area. More detailed information and about the design and artwork should be supplied.

It was proposed by Cllr Barron, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.

It was proposed by Cllr Barron, seconded by Cllr Frost and unanimously agreed to recommend approval of this application.

It was proposed by Cllr Knight, seconded by Cllr Barron and unanimously agreed to recommend approval of this application. The Council would make the recommendation that Safer by Design principles are applied for the proposed ground floor window.

It was proposed by Cllr Frost, seconded by Cllr Knight and agreed (four votes in favour, four against with the Chair’s casting vote used to carry the proposal) to recommend approval of this application.

It was proposed by Cllr Knight, seconded by Cllr Houghton and unanimously agreed to recommend refusal of this application due to overdevelopment of the area.

The following planning determination was noted as contrary to the Town Council’s recommendation:

The Town Council had recommended refusal however this application had been approved by WDC. The comments the Town Council had made regarding maintenance were not a material planning consideration.
The Town Council had recommended approval of the application however WDC had refused the application as it would harm the character and appearance of the building.

DC/18/0188/FUL 71 Kirkley Run - Kirkley

The Town Council had recommended refusal due to overdevelopment of the site however WDC had approved the application.

342. Neighbourhood Planning
a) The Committee were reminded of the Working Group meeting on Friday 8 June. The Area Designation was out for consultation.
b) The Locality Funding had been received in the Town Council’s bank account.

343. Resident infrastructure concerns
Concern was again expressed for the state of the local roads and in particular potholes. Reporting via the Suffolk County Council Highways website was encouraged along with submission of photographic evidence being uploaded on to the website. Cllr Eastwood would raise the Council’s Highways concerns at the next meeting of the Lowestoft Transport Infrastructure Partnership.

344. Community Speed Watch
Information had been received from Suffolk Constabulary on the operation of Community Speed Watch in the town following complaints from residents regarding speeding traffic. Cllrs agreed to consider if and where the scheme could operate in their wards and report back at the next meeting.

345. Sites under ongoing consideration
Old Hospital Site – A letter had been sent to the Suffolk Leaders Group (c/o Mark Bee) to ask for a mechanism to address the future of the site. To date, no response had been received.
Dip Farm – Cllr Green had attended a meeting and would provide a paper for Councillors’ information. ACTION: Cllr Green
CEFAS – Cllr Knight reported that the car park had reopened to staff and currently mostly internal work was being undertaken.
Town Hall – Historic England had made a recommendation regarding surveying and emergency repairs at this would be reported to the Full Council at the next meeting.

346. Licensing
there were no licensing applications to consider

347. Consultations – Cllrs would attend the Local Government Boundary review meeting on 21 June at Riverside.

348. Recycling
It was noted that Cllr Taylor was developing a policy for adoption by the Town Council. ACTION: Cllr Taylor to develop policy wording. Cllr Parker and Cllr Barnard offered to assist with this.

349. Date of the next meeting - 4.00 pm on Tuesday 26 June 2018.

18.36 Meeting Closed

26 June 2018

Signed