

Lowestoft Town Council
Meeting of the Planning and Environment Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE
17.00 on Tuesday 20 August 2019

MINUTES

Present: Cllrs Sue Barnard, Amanda Frost, Alan Green, Jacqueline Hardie, Peter Knight (Chair), Graham Parker, Alice Taylor and David Youngman

In attendance: Sarah Foote (Deputy Town Clerk)

Public: There was one member of the public in attendance

Also in attendance: Shona Bendix (Town Clerk) was in attendance as an observer

113. Welcome

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

114. Receipt and consideration of acceptance of apologies for absence

The Committee had previously voted to accept a long-term apology from Cllr Eastwood, who is unable to attend meetings of the Planning and Environment Committee until September. Cllrs Hardie and Parker had provided apologies for this meeting. Cllr Taylor proposed acceptance of the apologies; seconded by Cllr Green; all in favour.

115. Declarations of Interests and dispensations

There were none.

116. Consideration of the accuracy of the Minutes of 6 August 2019

Accepted as accurate. Proposed by Cllr Green; seconded by Cllr Hardie; all in favour.

117. Public Forum

118. Planning applications

Consideration of the following planning applications (all available on www.eastsuffolk.gov.uk) and deciding the recommendations of the Council:

Reference	Address and Description	District Ward
DC/19/2995/FUL	Silverwood Stanton Close - Demolish conservatory and install new flat roofed single storey side extension along with alterations to existing openings on rear, side and front elevations.	Gunton and St Margarets
It was proposed by Cllr Taylor; seconded by Cllr Frost and unanimously agreed to recommend approval of this application.		
DC/19/3142/FUL	6 Akethorpe Way - Construction of extension to existing domestic garage	Gunton and St Margarets
It was proposed by Cllr Parker; seconded by Cllr Barnard and unanimously agreed to recommend approval of this application.		
DC/19/3017/DEM	Shaftesbury Court, Rectory Road - Demolition of former care home	Kirkley and Pakefield
It was proposed by Cllr Parker; seconded by Cllr Hardie and unanimously agreed to recommend approval of this application.		
DC/19/2906/FUL	236 London Road South - Changing existing rotting windows with sliding sash UPVC white windows to the front of the property. Changing existing rotting windows with plain UPVC white windows to the back of the property. Changing fascias and guttering, as well as front and existing front and side doors in white UPVC.	Kirkley and Pakefield
It was proposed by Cllr Taylor; seconded by Cllr Hardie and unanimously agreed to recommend approval of this application subject to the replacement windows being in a heritage style		

Lowestoft Town Council
Meeting of the Planning and Environment Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE
17.00 on Tuesday 20 August 2019

DC/19/3101/TPO	31 Thornham Close - TPO 50 Rear garden T1 Oak - Stem clean and crown clean of epicormic growth. Crown clean by approx. 20% Reason: to keep the inner crown open, allowing more light and air to access the tree.	Kirkley and Pakefield
It was proposed by Cllr Green; seconded by Cllr Frost and unanimously agreed that due to lack of information this application could not be considered.		
DC/19/3102/TCA	11 Kirkley Park Road - Front garden T1 Approx. 12 Leylandii Trees - Fell to ground level due to excessive shading, making more of a feature of the two Black Pine trees. Rear garden T2 Eucalyptus Tree - Fell to ground level due to the excessive growth and size of the tree. There also seems to be some evidence of failing at the base of the tree in the past, causing an area of decay to establish at the base of the tree. T3 White Poplar - Fell to ground level. The tree has had several limbs fail, needing emergency removal in the past. The tree has become too large for the area in which it is, causing excessive shading. The tree also has a fair lean, causing concern to the owners.	Kirkley and Pakefield
It was proposed by Cllr Taylor; seconded by Cllr Hardie and unanimously agreed to recommend approval of this application. It would also be requested that suitable hard wood trees be planted to replace those that were being removed.		
DC/19/3018/FUL	174 Kirkley Run - Demolish rear conservatory and replace with flat roof extension.	Kirkley and Pakefield
It was proposed by Cllr Taylor; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/19/3050/TPO	Fire Station, Normanston Drive - TPO 380 2 x Horse Chestnut and 1 x Pine - Reshape back to boundary line Reason: Encroaching on neighbouring property	Harbour and Normanston
It was proposed by Cllr Taylor; seconded by Cllr Barnard and unanimously agreed to recommend approval of this application.		
DC/19/3094/VOC	11 Commercial Road - Variation of Condition No.2 of DC/13/2763/FUL - Conversion to part of first floor and entire second floor to three self contained flats (2no. 2-bed and 1no. studio) - The Existing plans 09/13-P3,01/13-P5, 0/13 -P4 should be replaced with plans 3d,5, 10b, 3w2 and latest OSmap Re: DC/13/2763/FUL Bar F M, 11 Commercial Road, Lowestoft NR32 2TD Conversion to part of first floor and entire second floor to three self-contained flats (2no. 2-bed and 1no. studio) With respect to the above application granted 27th January 2014 the works to convert the premises have been completed but are different to the approved plans I submit as built plans. The design has been altered for the following reasons: 1. The proposed studio Flat 5 on the second floor as approved would not provide adequate usable space due to the limited head height at the eaves- usable space above 1.7m high would be less than 15msq and restrict the positions of kitchen and bathroom appliances (I attach plan 10 used to comply with building control regulations to illustrate the situation). It was decided to amalgamate the 2nd floor studio 5 with the first floor flat 2. 2. 2017 Network Rail restricted access/use of the land to the rear of the buildings at this section of Commercial Road this in turn restricted access for the refuse collection services and suitable means of ingress and egress to flat 3 at the rear. It was decided to amalgamate 1st floor flat 3 with the now united flats 2 and studio flat 5 Domestic refuse	Harbour and Normanston

Lowestoft Town Council
Meeting of the Planning and Environment Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE
17.00 on Tuesday 20 August 2019

	would be stored to the front for ease of access for residents and refuse service a metal ventilated door has been provided for this propose. Ground floor retail units have been named 11A & 11B the upper residential units Flat 1,2,3 we will apply to name and numbering for confirmation of the designations. The Existing plans 09/13-P3,01/13-P5, 0/13 -P4 should be replaced with plans 3d,5, 10b, 3w2 and latest OSmap	
It was proposed by Cllr Hardie; seconded by Cllr Green and agreed (one abstention by Cllr Parker) to recommend approval of this application.		
DC/19/2782/FUL	11 Surrey Street - Form new entrance ramp and lower entrance door	Harbour and Normanston
It was proposed by Cllr Barnard; seconded by Cllr Hardie and unanimously agreed to recommend approval of this application.		
DC/19/3021/FUL	10 Long Meadow Walk - New front porch incorporating a lobby and cloakroom WC	Carlton And Whitton
It was proposed by Cllr Green; seconded by Cllr Barnard and agreed (six votes in favour and two against) to recommend approval of this application.		
DC/19/2740/FUL	9 Broadwaters Road - Construction of a double garage	Carlton And Whitton
It was proposed by Cllr Barnard; seconded by Cllr Frost and unanimously agreed to recommend approval of this application.		
DC/19/3029/FUL	8 Long Road - Construction of a single storey rear extension	Carlton and Whitton
It was proposed by Cllr Green; seconded by Cllr Parker and unanimously agreed to recommend approval of this application.		

119. Planning Determinations

- a. There were no Planning Determinations issued by the Planning Authority which were contrary to the recommendations of the Town Council.
- b. Receipt of reports from East Suffolk Council Referral Panel – there were no reports to note.

120. Neighbourhood Planning

- a. Appointment of substitute members to the Neighbourhood Plan Sub Committee. It was agreed that Cllr Hardie would accept one of these roles. Proposed by Cllr Frost, seconded by Cllr Taylor and unanimously agreed.
- b. Cllr Taylor gave a report of the Neighbourhood Planning Sub-Committee meetings of 12 and 19 August and how the work had been focussed on assessing Local Green spaces for designation within the plan.

121. Consultations – Consideration of a response to the following consultations:

Suffolk County Council Rights of Way Improvement Plan: Suffolk Green Access Strategy consultation. It was noted that the County Council were responsible for 3500 rights of way in Suffolk. The Committee did not wish to submit any comments but agreed to note the contents of the consultation document.

122. Licensing - To consider any licensing applications – There were no applications for consideration.

123. Highways

- a. Following the Suffolk Highways Technician's attendance at the Committee meeting of further information had been supplied to the Town Council which confirmed that any residents wishing to proceed with road marking/speed limit requests would need to seek the Town Council's support. It had been confirmed to Suffolk Highways that the Town Council did not have any funding to support such initiatives.

b. Initial consideration was given to the following proposals for double yellow lines:

Snape Drive off Sotterley Road – it was felt that this location may be in the Oulton Parish and not enough information had been provided for the Committee to determine so or give an opinion.

Lowestoft Town Council
Meeting of the Planning and Environment Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE
17.00 on Tuesday 20 August 2019

Grasmere Road/Foxborough Road - it was proposed by Cllr Green, seconded by Cllr Barnard and agreed (one abstention by Cllr Parker) that the Town Council would in principle support this scheme would further details would be required.

124. Sites under ongoing consideration

a. Empty premises in Town – Cllr Hardie suggested that restrictions could be imposed on the owners of empty premises to keep the fronts tidy and in a good state of repair. The Town Council had no powers to impose this but it was agreed that Cllr Hardie would draft a letter to be sent to East Suffolk Council.

b. Developments at sites of interest to the Town Council

The Old Hospital - Cllr Taylor reported that she had engaged with parishioners on the future of the Old Hospital and had confirmed to them that there was policy in the Local Plan for this site and the Neighbourhood Plan would also consider the site.

125. Resident infrastructure concerns

Consideration of any matters reported to the Town Council – There were no matters for consideration.

126. Date of the next meeting – Tuesday 3 September at 17.00 (to consider urgent planning applications) and Tuesday 10 September at 16.30

127. Items for the next Agenda – No matters were raised

128. Resolution to close the meeting to the public – There were no confidential items.

The Chair closed the meeting 18.05

Signed:
3 September 2019