

**Lowestoft Town Council Planning Committee  
For the attention of all Committee Members**

You are summoned to attend a Meeting of the Planning Committee of Lowestoft Town Council which will be held at **First Floor, Hamilton House, Battery Green Road Lowestoft, Suffolk, NR32 1DE** at 16.30 on Tuesday 19 October 2021.

**The meeting is open to the public and press to attend** and those attending the meeting shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items. Comments can also be submitting regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via the following link: <https://us02web.zoom.us/webinar/84424410123>. The meeting can also be observed via the following <https://youtu.be/fN4OvRq2NzY>. *In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.*

The minutes and all public documents associated with this agenda will be published as usual. *In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.* Councillors must register relevant interests and also declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011 a councillor with a **disclosable pecuniary interest** in a matter on the Agenda cannot take part or vote on that matter, unless they have been granted a dispensation. Under the Council's Code of Conduct a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which cases they will need to consider whether they should leave the room

To help prevent the spread of Covid-19, all attendees should bring their own refreshments, their own pen for signing in, and should dress appropriately given the need for increased ventilation on the site. Every person attending should make their own risk assessment of the advisability of attending and/or any measures they should take individually to ensure their safety.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

*S S Bendix*

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Shona Bendix, Clerk  
12 October 2021

# Lowestoft Town Council

## Meeting of the Planning Committee

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### AGENDA

#### 104. Welcome

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public right to report.

**105.** To receive and consider acceptance of apologies for absence

**106.** Declarations of Interests and dispensations

a. To receive Declaration of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the Agenda

b. To receive and consider written requests for dispensations for Disclosable Pecuniary Interests

**107.** To consider the draft Minutes of 21 September 2021.

**108.** To consider any advance comments from the public on any matters on this agenda.

#### 109. Planning applications

a. To consider the following planning applications (all available on [www.eastsuffolk.gov.uk](http://www.eastsuffolk.gov.uk)) and decide the recommendations of the Council:

Reference	Address and Description	District Ward
DC/21/4313/FUL	North Quay Retail Park Peto Way - Standalone office pod erected for the purpose of purchasing vehicles from the general public	Harbour and Normanston
DC/21/4515/LBC	29 High Street - Listed Building Consent - Erection of replacement garden room	Harbour and Normanston
DC/21/4514/FUL	29 High Street - Erection of replacement garden room	Harbour and Normanston
DC/21/3946/FUL	2 Christ Church Square, Whapload Road - Change of use from 'light industrial' to storage and distribution with a small retail element	Harbour and Normanston
DC/21/4361/FUL	The Hog Hotel 41 London Road - Retrospective Application - Change of use from Garden Land to Commercial use for the benefit of the hotel, residents and neighbouring locals.	Kirkley and Pakefield
DC/21/4249/FUL	86 All Saints Road - Construction of single and two storey extensions	Kirkley and Pakefield
DC/21/4450/FUL	The Mission Hall, St Georges Road - Conversion of Mission Hall into dwelling and construction of new dwelling	Kirkley and Pakefield
DC/21/4378/FUL	110 Walmer Road - Rear extension and change of materials	Kirkley and Pakefield
DC/21/4362/FUL	633 London Road South - Replace pre-fab garage with log cabin	Kirkley and Pakefield
DC/21/4560/FUL	4 Pennygate Drive - Single storey side extension and alterations to convert existing garage to habitable use	Carlton and Whitton
DC/21/4424/FUL	84 Oulton Road - Demolition of garage. West side two storey extension. North rear single storey extension	Gunton and St Margaret's
DC/21/4454/FUL	Balnacraig Stanton Close - to install a log cabin/shed in rear garden size - 9.3 metres x 4 metres. Height 3.51 metres to the top of dual pitched roof. 2 rooms. Eaves height 2.23 metres	Gunton St Margarets

b. Applications for tree works - To note that the Planning Authority has received the following application for works for trees subject to a tree preservation order (TPO) and/or proposed works to trees within a Conservation Area (TCA) and comment as appropriate.

Reference	Address and Description	District Ward
DC/21/4492/TPO	13 Gainsborough Drive - TPO 1-4 T1 Oak - Crown reduce and shape by up to 30% Reason: general maintenance	Gunton St Margarets

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c. To note that the Planning Authority has received the following applications for repair/replacement windows within a Conservation Area and this will be assessed in line with East Suffolk Councils window policy scoring system. <https://www.eastsuffolk.gov.uk/planning/design-and-conservation/conservation-areas/value-your-historic-windows/window-policy-scoring-system/>

Reference	Address and Description	District Ward
DC/21/4237/FUL	29 Kirkley Park Road - Replace existing front door with new white UPVC door	Kirkley and Pakefield
DC/21/4477/FUL	8 St Margaret's Road - Replace existing front windows and door with new white UPVC	Harbour and Normanston

d. To note any reports from the East Suffolk Council Referral Panel.

e. DC/21/0749/VOC Pakefield Caravan Park, Arbor Lane – To note an appeal has been made to the Secretary of State against the decision of East Suffolk Council to refuse planning permission for Variation of Condition No 2 of W8089/7 - Use of approx 7.1 acres as static holiday caravan site and the construction of roads, drains and hard-standings for reorganised layout ("The Bushes Site") - Allow 12 month, all year round holiday occupation.

**110.** Date of the next meeting –17.15 on Tuesday 2<sup>nd</sup> November 2021.

**111.** Items for the next Agenda.