**MINUTES**

**Present:** Cllrs Wendy Brooks, Peter Knight (Chair), David Le Grice, Christian Newsome and Andy Pearce

**In attendance:** Sarah Foote (Deputy Town Clerk)

**Public:** There were no members of the public in attendance (either in person or remotely via Zoom webinar)

**55.** **Welcome**

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

**56. Apologies for absence**

Apologies were received from Cllrs Lang, Barker and Green. Cllr Pearce proposed approval of the apologies received; seconded by Cllr Brooks; all in favour.

**57. Declarations of Interests and dispensations**

Cllr Pearce declared he was Chair of the Gunton Residents’ Association.

**58**.The draft Minutes of 5 July 2022

Cllr Brooks proposed approval of the minutes; seconded by Cllr Le Grice; all in favour. It was noted that the meetings scheduled for 19 July and 2 August had not taken place due to a quorum not being achieved.

**59. Public forum**

No advance comments had been received.

**60. Planning applications**

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

Table 1 - List of East Suffolk Planning Applications

| Reference | Address and Description | District Ward |
| --- | --- | --- |
| DC/22/2922/FUL | 56 Broadwaters Road - Two storey front extension above existing garage and single storey rear extension. | Carlton and Whitton |
| It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application. | | |
| DC/22/2940/FUL | 28 Lyngate Avenue -2 x single storey side extensions. | Carlton and Whitton |
| It was noted that there was no application form submitted with the documents for consideration. It was agreed to recommend approval of the application subject to all details being shown on the plans and no additional detail contained only within the application form. Proposed by Cllr Pearce, seconded by Cllr Newsome; four votes in favour, one against (Cllr Brooks). Cllr Brooks did not vote in favour as she was concerned about the proximity of the extension to the fence. | | |
| DC/22/2742/FUL | 105 Oulton Road - New slightly enlarged front porch, 2 storey, to increase bedroom size. | Harbour and Normanston |
| It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application. | | |
| DC/22/2931/FUL | 33 Squires Walk -Construction of a rear extension and infilling of existing front door to become window. | Gunton and St Margaret’s |
| It was proposed by Cllr Pearce; seconded by Cllr Le Grice and unanimously agreed to recommend approval of this application. | | |
| DC/22/2702/P3G | 136 London Road North -Prior Notification - Conversion of first floor to 1 bedroom self-contained flat and conversion of second floor to 2 bedroom self-contained flat. | Harbour and Normanston |
| It was proposed by Cllr Pearce; seconded by Cllr Brooks and unanimously agreed to recommend approval of this application. | | |
| DC/22/2989/FUL | 13 Monckton Avenue -Single Storey Annexe. | Harbour and Normanston |
| It was proposed by Cllr Pearce; seconded by Cllr Newsome and unanimously agreed to recommend approval of this application. | | |
| DC/22/2729/FUL | 2 Cliff Road Lowestoft -To change front and side windows to white sash windows and door to composite - repair brick work around bay areas. | Kirkley and Pakefield |
| It was proposed by Cllr Pearce and seconded by Cllr Le Grice to recommend approval of door element of this application and request that the windows are consideration via the East Suffolk Council Windows Scoring Policy. | | |
| DC/22/2710/FUL | 4 Silverwood Close - Removal of the existing outbuildings, levelling of site and construction of new outbuilding. | Kirkley and Pakefield |
| It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application. | | |
| DC/22/2946/FUL | 86 Kirkley Park Road - Single storey rear extension. | Kirkley and Pakefield |
| It was proposed by Cllr Brooks; seconded by Cllr Newsome and unanimously agreed to recommend approval of this application. | | |
| DC/22/2976/FUL | Store Rear Of 12 And 20 All Saints Road -Change of use to residential single three bedroom dwelling. | Kirkley and Pakefield |
| It was proposed by Cllr Brooks; seconded by Cllr Newsome and unanimously agreed to recommend approval of this application. | | |

b. To note the following applications for tree works:

Table 2 - List of East Suffolk Planning Applications

| Reference | Address and Description | District Ward |
| --- | --- | --- |
| DC/22/3026/TPO | 35 Gunton Church Lane Lowestoft Suffolk NR32 4LQ-WDC TPO 1-4 1 x Corsican Pine - Fell to ground level Reason: tree showing signs of die back in the crown from the abiotic and biotic stresses effecting trees across East Anglia. Due to these factors and its structure, species, age and location, it is struggling to keep up with the crowns water demand. This is especially true for the parts of the crown furthest from the roots. The tree is trying to put resources to the lower phototropic branches, loading the ends with new growth, while letting internal growth die off. This response to the die back stress, will cause the lateral branches to be very susceptible to shearing off in hot/humid weather and mild storms. Also there is more potentially if the ground becomes very wet for tree being blown over. The yellow line drawn on the tree shows (very roughly) the potential reduction that would mitigate the structural risks and leave enough crown for the tree to live. But with increased seasonal hotter/dryer weather, it would probably be better to fell the Pine which would allow the neighbouring Oak trees more resources, keeping them sustainably healthy. | Gunton and St Margaret’s |

c. It was noted that the following recommendations had been submitted under delegated authority:

Table 3 - List of East Suffolk Planning Applications

| Reference | Address and Description | District Ward |
| --- | --- | --- |
| DC/22/1977/FUL | 5 Beach Road - To replace the existing timber windows with new PVC windows in similar colour | Harbour and Normanston |
| It was noted that this application would be scored under the East Suffolk Council Windows Scoring Policy. | | |
| DC/22/2598/LBC | Arnold House 4 High Street - Listed Building Consent - Improvements to existing rainwater disposal system and associated works | Harbour and Normanston |
| It was agreed to recommend approval of this application. | | |
| DC/22/2595/FUL | Jubilee Filling Station High Street - Removal of the current two jet wash unit and creation of charging zone, erection of EV chargers, erection of canopy, sub-station enclosure, three jet wash bays and associated forecourt works | Harbour and Normanston |
| It was agreed to recommend approval of this application. | | |
| DC/22/2520/FUL | Pakefield Caravan Park, Arbor Lane - Extension of Pakefield Holiday Park to provide for the following development on land to the west of the park: 1. A new and improved access and main site entrance off the A12 2. New entrance buildings and clubhouse facility 3. The siting of additional static holiday caravans, involving the rollback of existing static caravans away from the coast 4. Environmental improvements and landscaping throughout | Kirkley and Pakefield |
| It was agreed to recommend refusal of this application. The application represents a large scale over development of an area which will impact the local amenity both in terms of noise and intrusion of privacy as well as disturbing and harming habitats/wildlife. The new access road will be straight from the A12/A47 and it is essential that comments are sought from Suffolk Highways and National Highways. | | |
| DC/22/2682/FUL | 37 Gunton Drive - Removal of conservatory and new rear extension | Gunton and St Margaret’s |
| It was agreed to recommend approval of this application. | | |
| DC/22/2428/LBC | Somerton House 7 Kirkley Cliff - Listed Building Consent - Internal alterations | Kirkley and Pakefield |
| It was agreed to recommend approval of this application. | | |
| DC/22/2658/FUL | 127 Yarmouth Road - Change two existing bedrooms into office and computer workshop. Additional first floor extension to form two new bedrooms with an additional staircase | Gunton and St Margaret’s |
| It was agreed to recommend approval of this application subject to the changes being for residential use only. | | |
| DC/22/2626/FUL | 7 Vermeer Close - Replacement single storey extension, including demolition of existing, flat roof, box extension | Gunton and St Margaret’s |
| It was agreed to recommend approval of this application. | | |

**61**. Submission of the **Draft East Suffolk Community Infrastructure Levy (CIL) Charging Schedule** was noted.

**62**. It was noted that the East Suffolk Council Infrastructure Officer would attend meeting of the Planning Committee on 20 September to provide information on **Community Infrastructure Levy**.

**63.** Date and time of the next meeting - Tuesday 6 September 2022 at 18.45

**64.** Items for the next agenda – none specified

The Chair closed the meeting at 17:33

Signed: ……………………………………………………

6 September 2022