

**Extraordinary Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18.45 Tuesday 11 April 2023**

**MINUTES**

**Present:** Cllrs Wendy Brooks (Deputy Chair), Alan Green, Peter Knight (Chair), Christian Newsome and Andy Pearce

**In Attendance:** Lauren Elliott (Project and Committee Clerk) and Taylor Williams (Committee Clerk)

**215. Welcome**

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

**216. Apologies for absence.**

Apologies were received from Cllr Barker with reasons provided. Cllr Pearce proposed approval of the apologies received; seconded by Cllr Newsome; all in favour.

Cllrs Lang and LeGrice were absent with no apologies received.

**217. Declarations of Interests and dispensations.**

a. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda - Cllr Pearce declared he was Chair of the Gunton Residents Association.

b. To consider written requests for dispensations and note dispensations granted - There were none.

**218. Minutes**

a. To consider the draft Minutes of 28 March 2023 – Cllr Brooks proposed approval subject to an unfinished sentence under item 206 being corrected; seconded by Cllr Newsome; all in favour.

**219. Public Forum**

a. To consider any advance comments from the public on any matters on this agenda – There was no one in attendance or any comments received ahead of the meeting.

**220. Planning applications**

a. To consider the Town Council's position on dealing with consultations for applications for replacement windows - Cllr Brooks proposed to consider window applications, informed by the Planning Authority's published documentation and standards; seconded by Cllr Pearce; all in favour.

b. 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:

*Table 1 - List of East Suffolk Planning Applications*

Reference	Address and Description	District Ward
DC/23/1247/FUL	Village Rise- Weston Road - <b>Single storey extensions to Pharmacy</b>	Gunton and St Margaret's
It was proposed by Cllr Brooks; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/23/1154/FUL	13 Clover way - <b>Remove existing roof and replace with 'room in roof' structure to create chalet bungalow together with single storey rear extension.</b>	Gunton And St Margaret's
It was proposed by Cllr Brooks to recommend refusal of this application due to concerns with overdevelopment of the property; seconded by Cllr Knight; one vote in favour (Cllr Brooks) and four votes against (Cllrs Green, Pearce, Newsome, Knight).		
It was proposed by Cllr Pearce, seconded by Cllr Green and agreed (four votes in favour (Cllrs Green, Pearce, Newsome, Knight), one vote against (Cllr Brooks)) to recommend approval of this application.		

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Reference	Address and Description	District Ward
DC/23/0992/FUL	31 Sutherland Road - <b><u>Replace existing flat roof with pitch, apply insulation and cement board cladding and construct a larger porchled larger porch.</u></b>	Gunton and St Margaret's
It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/23/1173/FUL	Mon Repose, Rochester Road - <b><u>Construction of a first floor side extension</u></b>	Kirkley And Pakefield
It was proposed by Cllr Brooks; seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/23/1170/FUL	2 Colville Road - <b><u>Reinstate lower bay window to front elevation, two storey rear extension, loft conversion with dormer and extension to garage.</u></b>	Kirkley and Pakefield
It was proposed by Cllr Brooks; seconded by Cllr Newsome and unanimously agreed to recommend approval of this application.		
DC/23/1188/FUL	The Seagull, Morton Road - <b><u>Replacement doors to front elevation.</u></b>	Kirkley and Pakefield
It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/23/0530/FUL	Maisonette 374 London Road South - <b><u>Adaptions to existing dwellings to create 3 new self-contained flats along with associated works. Demolish existing garage to the rear and create 3no Parking spaces</u></b>	Kirkley and Pakefield
It was proposed by Cllr Newsome, seconded by Cllr Brooks and unanimously agreed to recommend refusal of this application due to the property being in a flat saturation zone and insufficient parking, noting a conflict of information with three parking spaces listed on the application form and a holding objection from Suffolk Highways concerning two parking spaces on the submitted plans.		
DC/23/0989/FUL	57 Kirkley Cliff Road - <b><u>Replacement windows</u></b>	Kirkley and Pakefield
It was proposed by Cllr Knight, seconded by Cllr Pearce and unanimously agreed to recommend refusal of this application due to inconsistencies in the plans with some documents showing casement windows rather than sash windows, which the Committee would like to have clarified.		
DC/23/1257/FUL	41 The Avenue - <b><u>Modifications to front facade, relaying of existing driveway and replacement front boundary wall</u></b>	Kirkley and Pakefield

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Reference	Address and Description	District Ward
It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/22/4738/FUL	133 Bevan Street - <b><u>Two flats - change of use, demolition and new staircase enclosure</u></b>	Harbour and Normanston
It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		

**c. DC/23/0709/FUL - 11 Vermeer Close** - two storey rear extension, new window opening and K Render finish. To consider the additional information received from East Suffolk Council and, as appropriate, reconsider the Town Council's recommendation for refusal of this application – Cllr Pearce proposed to recommend support of the delegated approval of this application due to the clarification that the proposed works only marginally exceed the permitted development rights for two storey rear extensions; seconded by Cllr Green; and agreed (four votes in favour (Cllrs Pearce, Green, Newsome and Knight) and one abstention (Cllr Brooks)).

**d. DC/22/4257/FUL - 5 - 7 St Peters Street** - Construction of 3no. 2 Bedroom Dwellings. To note that this application was considered by the East Suffolk Council Referral Panel as the Town Council's recommendation for refusal due to the site being located within both the Heritage Action Zone and the Conservation Area and the proposed development demonstrating a harmful impact to local heritage and over development of the site, was contrary to the Planning Officer's recommendation to approve and it was determined that the application should be delegated to the Head of Planning and Coastal Management in accordance with the Officer recommendation, rather than debated at planning committee and was thereby granted permission – Cllr Pearce proposed East Suffolk Council's Scrutiny Committee be contacted and provided with case examples regarding the inconsistent information provided about the planning process with a request for clarification; seconded by Cllr Knight; all in favour.

**e.** To note the following appeals have submitted to the Planning Inspectorate

**DC/22/2729/FUL - 2 Cliff Road** - against the decision of East Suffolk Council to refuse planning permission for To change front and side windows to white sash windows and door to composite - repair brick work around bay areas - The Committee noted the appeal.

**DC/22/1404/FUL - 97 The Avenue** - against the decision of East Suffolk Council to refuse planning permission for Replace the windows on the front - The Committee noted the appeal.

**221.** To consider any correspondence from East Suffolk Council in response to matters raised by the Town Council relating to:

a. Seafront Vision Project - Cllr Pearce proposed to contact the design team to ensure that the replacement fountains are of an equivalent play value; seconded by Cllr Knight; all in favour.

b. Scheme of Delegation including Planning Referral process for planning application decisions – It was agreed that this was covered under item 220d and there were no further comments.

**222.** Date and time of the next meeting – Tuesday 18 April 2023 at 17:00.

**223.** Items for the next agenda – As agreed above.

*The meeting was closed 19:51*

Signed: .....

18 April 2023