

Lowestoft Town Council
Meeting of the Planning Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18.45 on Thursday 11 January 2024

MINUTES

Present: Cllrs Wendy Brooks, Jen Jones (Chair), Christian Newsome (Deputy Chair), Andy Pearce and Elise Youngman

In Attendance: Sarah Foote (Deputy Town Clerk) and Taylor Williams (Committee Clerk)

131. Welcome

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

132. To receive and consider acceptance of apologies for absence

Apologies and resignation were received from Cllr Smith with reasons provided. Cllr Pearce proposed approval; seconded by Cllr Youngman; four votes in favour and one against.

The Deputy Clerk noted that as Cllr Youngman required training as a new member of the Committee, informal training sessions would be provided with an external Planning Consultant booked to provide training after the 2024 AGM.

133. 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 a non-registerable interest as Chair of the Gunton Residents Association (GRA).

b. To consider written requests for dispensations and note dispensations granted – No written requests for dispensations had been received.

134. Public Forum

a. To consider any advance comments from the public on any matters on this agenda – No advanced comments had been received and no members of the public were in attendance.

135. Minutes

a. To consider the draft Minutes of 9 November 2023 – Cllr Brooks proposed approval; seconded by Cllr Pearce; four votes in favour and one abstention as the member was not present at the previous meeting.

136. Planning applications

a. To consider the following planning applications (all available on 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/23/4702/FUL	112 Colville Road - <u>Construction of a two storey side and rear extension.</u>	Carlton and Whitton
It was proposed by Cllr Pearce to recommend approval of the application, seconded by Cllr Youngman, four votes in favour (Cllrs Jones, Newsome, Pearce and Youngman) and one abstention (Cllr Brooks).		
DC/23/4533/FUL	1 Gainsborough Drive - <u>Retrospective Application - Erection of boundary fencing</u>	Gunton and St Margarets
It was proposed by Cllr Pearce to recommend approval of the application, seconded by Cllr Youngman, three votes in favour (Cllrs Jones, Pearce and Youngman), one vote against (Cllr Brooks) and one abstention (Cllr Newsome).		
DC/23/4742/FUL	1 Harrington Avenue - <u>Front and Rear extension</u>	Gunton and St Margarets

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It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application.		
DC/23/4481/FUL	Unit A Commercial Road - <u>Change of use of former retail site to port and port-related use, associated erection of a mesh boundary fence and gates around the site perimeter, minor alterations to the existing building and the existing vehicle access, the construction of an additional vehicular access and associated alterations to lighting, security and service infrastructure.</u>	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend refusal of the application as presented and endorse the holding objection from the Highways Authority and the safety concerns expressed, though in principle the Committee were in support of the application.		
DC/23/4482/ADN	Unit A Commercial Road - <u>Non Illuminated Advertisement - 1no. 5m x 2m non-illuminated 'Peterson' sign, to be mounted to the East elevation of the building on the gable end, 2no. 5m x 2m non-illuminated 'Peterson' signs, to be mounted to the wall of the building on the north elevation.</u>	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Youngman and unanimously agreed to recommend approval. The Committee noted this application is linked to and dependent on application DC/23/4481/FUL.		
DC/23/4508/ADN	95 - 98 High Street - <u>Non Illuminated Advertisement Consent - Installation of Logos and Lettering only</u>	Harbour and Normanston
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application, though the Committee believe that this is a retrospective application.		
DC/23/4537/RG3	Battery Green Car Park And Surrounding Land, Marina Road - <u>Part demolition of the existing Battery Green car park and northern wing of the Marina Centre building, realignment of Marina road, the erection of a new circulation core in the retained car park area. Change of use of partially retained car park to competitive leisure use New cultural building consisting of single and two storey elements, containing multi use hall, lobby, cafe, studio spaces, plant areas, restaurant and first floor multi use space. Externally providing new soft and hard landscaping with external lighting scheme to create new linkages and new public realm.</u>	Harbour and Normanston
Cllr Brooks proposed to recommend refusal due to poor design. The proposal was not seconded.		
Cllr Pearce proposed to recommend approval of the application subject to clarification on methods to minimise disturbance of kittiwakes during the breeding season, seconded by Cllr Youngman, four votes in favour (Cllrs Jones, Newsome, Pearce and Youngman) and one vote against (Cllr Brooks).		
DC/23/4605/FUL	The Tudor Rose, 233 St Peters Street - <u>Change of use from a public house to a convenience store/shop. Property was already acting as a HMO when purchased in 30/06/2021 with three sitting tenants, we are now applying for retrospective permission.</u>	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Newsome and unanimously agreed to recommend refusal and endorse the holding objection from Suffolk Highways.		

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Reference	Address and Description	District Ward
DC/23/4765/ADI	78 - 80 London Road North - <u>Illuminated Advertisement Consent - Erection and display of internally illuminated fascia and projecting signage.</u>	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend refusal of the application as it was not in keeping with the character of the area.		
DC/23/4801/FUL	43 London Road North - <u>Retention of installed external solid roller shutter.</u>	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Youngman and unanimously agreed to recommend approval of the application.		
DC/23/4305/FUL	61 London Road South - <u>Retrospective Application - Outbuilding and replacement of entrance door</u>	Kirkley and Pakefield
Cllr Youngman proposed no comment be submitted for this application, seconded by Cllr Jones. Cllr Pearce requested an amendment that the Committee notes the concerns on dispute of ownership and intent, which Cllr Youngman accepted. Cllr Brooks proposed refusal of the application due to over-development, seconded by Cllr Newsome. A vote was held on Cllr Youngman's proposal with three votes in favour (Cllrs Jones, Pearce and Youngman) therefore the proposal was carried.		
DC/23/4687/FUL	50 Wilson Road - <u>Rear Extension and Materials</u>	Kirkley and Pakefield
It was proposed by Cllr Newsome, seconded by Cllr Brooks and unanimously agreed to recommend approval of the application.		
DC/23/4690/FUL	26 All Saints Road - <u>Rear extension and alterations</u>	Kirkley and Pakefield
No application form had been uploaded to the portal. It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to request East Suffolk Council to upload the application and make a recommendation under delegated authority once the application form has been circulated to members.		
DC/23/4705/FUL	49 Pakefield Street - <u>Replacement ground floor windows to North West (Pakefield Street) Elevation</u>	Kirkley and Pakefield
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend approval of the application.		

b. The following recommendations made under delegated authority at the Planning Committee meeting on 23 November 2023 were noted:

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Reference	Address and Description	District Ward
DC/23/1674/FUL	Hamilton Docks Hamilton Road - <u>Demolition and development of warehousing and offices to store parts for off-shore renewable infrastructure.</u>	Harbour and Normanston
It was agreed to recommend support of the application.		
DC/23/4216/FUL	77 Oulton Road - <u>Retrospective Application - Lowering of existing decking</u>	Harbour and Normanston
It was agreed to recommend approval subject to subject to confirmation the key statements in the application and the design and access statement (that the post-reduction height of the decking would be at the same level as that in the neighbouring property at No 75, and that the eyeline of anyone sat on that decking would be below the level of the boundary fence hence no residual overlooking/privacy issues), and subject to this appropriately remedying the enforcement case.		
DC/23/4373/FUL	Crown House Crown Street West - <u>Retaining all internal structural elements that exists and the complete refit to internal spaces except stairways to form the 5 Apartments.</u>	Harbour and Normanston
It was agreed to recommend refusal due to over development; viability (planning statement explicitly acknowledges delicate balance between number of rent paying occupants and minimum space requirements, HMO designs seem calculated to circumvent restrictive minimum space requirements that would apply with self-contained units by relying on shared living/kitchen/WC arrangements to free up space in the designs); policy/heritage - not suitable in a conservation area or Crown Street West Character Area, particularly the potential for significant increase in off-street parking; inadequate parking and bin provision, also if every occupant was a working person who used a bike to get to work, the cycle storage space would be inadequate, particularly relevant given the lack of any off-road car parking provision in the designs.		
DC/23/3693/FUL	Flat 14 Kensington Court London Road South - <u>Replacement of bedroom window, bathroom window, and kitchen window</u>	Kirkley and Pakefield
It was acknowledged the application would be assessed in line with the Historic Environment Supplementary Planning document, Window Replacement Guidance para 10.25 and para 10.26.		
DC/23/4125/FUL	36 Saxon Road - <u>Dropped kerb to provide formalised off-road parking</u>	Kirkley and Pakefield
It was agreed to recommend support of the application.		
DC/23/4179/FUL	12 Witney Road - <u>Rear single storey, flat roof extension</u>	Kirkley and Pakefield
It was agreed to recommend support of the application.		
DC/23/4217/FUL	4 Kensington Road - <u>Replacement windows</u>	Kirkley and Pakefield
It was acknowledged the application would be assessed in line with the Historic Environment Supplementary Planning document, Window Replacement Guidance para 10.25 and para 10.26.		
DC/23/4311/FUL	181 The Avenue - <u>Single and two storey extension to dwelling and new garage to rear of garden</u>	Kirkley and Pakefield

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Reference	Address and Description	District Ward
It was agreed to recommend support of the application.		
SCC/0100/23W	Lowestoft Waste Transfer and Recycling Station, Hadenham Road, Gisleham - <u>Construction and operation of a new food waste building and other associated site infrastructure Construction and operation of a new food waste building and other associated site infrastructure</u>	
It was agreed to support the application subject to the assurances provided in the planning statement that the changes are driven by legislative and insurance requirements and that no additional waste, no new waste streams, or increase in vehicle movement onto and off the site are proposed, and subject to the other statutory consultees who raised concerns at pre-planning stage confirming that their concerns have been satisfactorily remedied or mitigated and that they have no remaining objections.		

c. To following recommendations made under delegated authority at the Planning Committee meeting on 14 December 2023 were noted:

Reference	Address and Description	District Ward
DC/22/4958/FUL	The Alderman Hollingsworth Road - <u>Construction of eight 3 Bedroom, three storey dwellings and three 2 Bedroom, two storey dwellings complete with roads, amenity space and associated works</u>	Gunton St Margarets
It was agreed to recommend support of the application.		
DC/23/4286/FUL	84 Corton Road - <u>Extension to dwelling to create accessible family home with space for the family and carers</u>	Gunton St Margarets
It was agreed to recommend support of the application subject to the condition set out in the pre-planning advice which restricts holiday let use.		
DC/23/4305/FUL	61 London Road South - <u>Retrospective Application - Outbuilding and replacement of entrance door</u>	Kirkley and Pakefield
It was agreed to recommend support of the application.		
DC/23/4467/FUL	Eastern Counties Omnibus Co Ltd Gas Works Road - <u>Electrification works including new GRP housings and charging for Bus Parking</u>	Harbour and Normanston
It was agreed to recommend support of the application. Cllr Newsome did not make a recommendation on this application.		
DC/23/4149/FUL	95 - 98 High Street - <u>New aluminium doors to replace unsecure and damaged timber doors and new signage to front elevation.</u>	Harbour and Normanston
It was agreed to recommend support of the application subject to the Design and Conservation being satisfied that replacing timber doors with aluminium doors is in keeping with the setting of a conservation area.		
Dc/23/4583/FUL	Precision Pipework Horn Hill - <u>Demolition of existing industrial building and erection of drive-thru kiosk unit and other associated works (plus installation of EVCPs)</u>	Kirkley and Pakefield

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Reference	Address and Description	District Ward
It was agreed to recommend support of the application subject to a survey being carried out to determine whether any birds are nesting on the roof before demolition commences and that if birds are found to be nesting the demolition should not begin until the nesting has finished (as per the design and access statement).		

d. Applications for tree works – The following applications for works for trees subject to a tree preservation order (TPO) and/or proposed works to trees within a Conservation Area (TCA) were noted:

Reference	Address and Description	District Ward
DC/23/4678/TCA	St Nicholas South Cliff Roman Catholic Church, Morton Road - <u>Fell dead / declining cherry tree to right hand side of entrance, Fell self set Sycamore on back corner of Church and raise canopies of branches over foot path from Cherry trees to 2m approx.</u>	Kirkley And Pakefield

d. **DC/23/2318/FUL- 401 London Road South-** To note an appeal has been made to the planning inspectorate against the decision of East Suffolk Council to refuse planning permission for replacement windows, alter front boundary wall and new tiled pathway – This was noted.

137. To consider support of a request from a resident to Suffolk Highways on road signs for Normanston Drive

The Town Council can only consider support of speed calming measures which Suffolk County Council (the highways authority) legally determined to be appropriate and were therefore unable to support the request for two 15 MPH signs.

138. Consultations

To consider a response to the following consultations:

- a. New draft Local Validation List for Planning Applications – It was agreed to defer this item to the next meeting.
- b. East Suffolk Council’s Refuse and Dog Waste Bin Policy – Cllr Pearce declared the GRA had been approached by the District Ward Councillor for suggested locations to install dog bins. Cllr Pearce proposed the Climate and Ecological Emergency Committee be asked to handle the consultee response; seconded by Cllr Jones; all in favour.

139. Date and time of the next meeting – 18.45 Thursday 25 January 2024.

140. Items for the next agenda.

The Chair closed the meeting at 20:12

Signed:

25 January 2024