

**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 18.45 on Thursday 23 May 2024.

**The meeting is held in accessible premises and open to the public and press to attend.** Those attending shall be informed that the meeting may be reported on (including recording, photography 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/j/86800074025>. The meeting can also be observed via YouTube on the following link: <https://youtube.com/live/fO6Dc-2vCLs>.

*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 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 **relevant interests** in matters on the agenda cannot take part or vote on those matters, 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 case they will need to consider whether they should leave the room.

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

To help prevent the spread of infectious diseases, all attendees should consider the safety of others, make their own risk assessment of the advisability of attending and consider measures they should take to ensure their own safety.

Regards,

*Sarah Foote*

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Sarah Foote, Acting Town Clerk  
22 May 2024

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18.45 on Thursday 23 May 2024**

**AGENDA**

**228. Welcome**

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

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

**230. 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.

b. To consider written requests for dispensations and note dispensations granted.

**231. Minutes**

a. To consider the draft Minutes of 9 May 2024.

**232. Public Forum**

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

**233. To review and adopt Committee arrangements**

a. To note the membership of the Planning Committee

b. To appoint the Deputy Chair of the Planning Committee

c. To review the Terms of Reference of the Planning Committee

d. To review the Planning Committee's meeting schedule

**234. To reconsider the applications DC/23/4373/FUL and DC/23/3859/FUL which this Committee had previously recommended rejection of:**

Reference	Address and Description	District Ward
DC/23/3859/FUL	14 Beach Road - <b><u>Change of Use from residential to HMO</u></b>	Harbour And Normanston
DC/23/4373/FUL	Crown House Crown Street West - <b><u>Retaining all internal structural elements that exists and the complete refit to internal spaces except stairways to form the 5 Apartments</u></b>	Harbour And Normanston

**235. 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:

*Table 1 - List of East Suffolk Planning Applications*

Reference	Address and Description	District Ward
DC/24/1390/FUL	Avalon Warren Road - <b><u>Retrospective Application - Remove garage door at the front. Brick up the existing front garage door (off the existing concrete floor) using matching red bricks and blockwork on the internal leaf. Install 1 x electrical box for the proposed electric meter. Brick up the existing side window/door opening using matching red bricks and blockwork on the internal leaf. Install a new Anthracite (Grey) UPVC half glazed 'A' rated personnel door and reinstate the existing window in new location at front of the garage.</u></b>	Gunton and St Margarets
DC/24/1461/FUL	71 Gunton Drive - <b><u>Removal of garage and existing extension and provision of new rear extension</u></b>	Gunton and St Margarets
DC/24/1645/FUL	37A Spexhall Way - <b><u>Ramped access with galvanised hand rails</u></b>	Gunton and St Margarets
DC/24/1678/FUL	99 Yarmouth Road - <b><u>Two storey side extension and single storey flat roofed rear extension</u></b>	Gunton and St Margarets

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Reference	Address and Description	District Ward
DC/24/1499/FUL	Staffbank Battery Green Road - <b><u>Change of use from office (Use Class E) to a (Sui Generis) Massage and Hot Stone Therapy.</u></b>	Harbour and Normanston
DC/24/1500/ADN	Staffbank Battery Green Road - <b><u>Illuminated Advertisement Consent - Various signage</u></b>	Harbour and Normanston
DC/24/1552/FUL	9 Quay View Business Park Barnards Way - <b><u>Proposed elevation changes to create additional entrances and a small yard area</u></b>	Harbour and Normanston
DC/24/1549/FUL	6 Sunningdale Avenue - <b><u>Proposed single storey side and rear extension</u></b>	Kirkley and Pakefield

b. 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 Council's Historic Environment Supplementary Planning Document | June 2021 | Windows, Doors and Porches.

Reference	Address and Description	District Ward
DC/24/1654/FUL	4 St Peters Road - <b><u>Replace rotten windows at front of property with Victorian style UPVC windows</u></b>	Kirkley and Pakefield

**236. To note the requirement of Biodiversity Net Gain under Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021)**

**237. Date and time of the next meeting - 18.45 Thursday 13 June 2024 (to be confirmed)**

**238. Items for the next agenda**