

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**Whitton Residents' Hall, Hawthorn Avenue, Lowestoft, Suffolk, NR33 9BB at 17:00 on**  
**Tuesday 21 June 2022**

**MINUTES**

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

**In attendance:** Lauren Elliott (Project and Committee Clerk) and Chris Meek (Office Administrator)

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

**12. Welcome**

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

**13. Apologies for absence**

Apologies were received from Cllrs Peter Lang and Christian Newsome. Cllr Green proposed approval of the apologies received; seconded by Cllr Pearce; all in favour.

**14. Declarations of Interests and dispensations.**

Cllr Pearce declared a non-pecuniary interest in Gunton Ward applications as Chair of the Gunton Residents' Association. Cllr Brooks declared a non-pecuniary interest in Gunton Ward applications as Vice Chair of the Gunton Residents' Association.

**15. The draft Minutes of 7 June 2022**

Cllr Pearce proposed approval of the minutes; seconded by Cllr Brooks; all in favour.

**16. Any advance comments from the public on any matters on this agenda**

There were none.

**17. Reviewing the Terms of Reference of the Planning Committee**

The committee all agreed that the terms of reference were good in principle. Cllr Brooks raised minor administration changes may be needed but the Committee were happy Officers would be able to do this.

**18. Planning applications**

a. Consideration of 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/22/2174/ADI	Land Adjacent 4 Long Road -Illuminated Advertisement Consent - 1x internally illuminated 4.5m high Dacia totem bolted on to a concrete base.	Carlton and Whitton
It was proposed by Cllr Brooks; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/22/2064/FUL	10 Sandbank Road - Single storey rear extension	Carlton and Whitton
It was proposed by Cllr Knights; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/22/1672/VOC	Flint House 80 High Street - Variation of condition 3 of DC/05/0535/FUL - Change of Use from office space to restaurant - Request to change opening hours, currently 11:00 hours Monday - Sunday to 09:00 hours Monday - Sunday.	Harbour and Normanston

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Reference	Address and Description	District Ward
Councillors found the wording of the application unclear and although agreed in principle to what they considered being applied for asked Officers to clarify with the planning authority and to bring comments back to the next meeting.		
DC/22/2073/FUL	33 Stevens Street Lowestoft Suffolk NR32 2JE-Single storey side extension	Harbour and Normanston
It was proposed by Cllr Brooks; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/22/2056/FUL	58 Norwich Road - Conversion of A1 (Commercial space) at the ground floor to C3 (2no. bedrooms flat), reinstatement of previously infilled window on the GF side elevation and installation of 1no. skylight to the existing outriggers roof.	Harbour and Normanston
Cllr Brooks thought the plans represented cramped living conditions and was concerned by the lack of living space. It was proposed by Cllr Pearce; seconded by Cllr Green and agreed to recommend approval of this application. Cllr Brooks abstained from this vote.		
DC/22/2051/FUL	127 - 128 Bevan Street East Lowestoft Suffolk-Retention of shop at ground floor level. Change of use from offices along with extension to form 8 no flats	Harbour and Normanston
It was proposed by Cllr Pearce; seconded by Cllr Green and unanimously agreed to recommend approval of this application pending that there were no contravention of HMO and that the application followed the window matrix.		
DC/22/1970/FUL	20 Harrington Avenue - Single storey rear extension	Gunton and St Margarets
It was proposed by Cllr Green; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/22/2046/FUL	23 Middle Way - Installation of bi-fold/sliding doors to rear elevation. Installation of PVCU Cladding to front elevation.	Gunton and St Margarets
It was proposed by Cllr Green; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/22/2237/FUL	95 Waveney Crescent - Construction of a two storey rear extension	Kirkley and Pakefield
It was proposed by Cllr Brooks; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/22/2155/FUL	11 Thornham Close - Bungalow extension and garage conversion	Kirkley and Pakefield

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It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/22/1806/FUL	198-206 London Road South - Forming new Studio Maisonette from existing flat and unused outbuildings	Kirkley and Pakefield
It was proposed by Cllr Pearce; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/22/2116/FUL	47 Laurel Road - Remove conservatory and construct new kitchen extension.	Kirkley and Pakefield
It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		

**b.** Applications for tree works – It was noted that the Planning Authority had received 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). The Town Council will note these applications.

*Table 2 - List of East Suffolk Planning Applications*

Reference	Address and Description	District Ward
DC/22/2165/TCA	North Cottage The Lighthouse High Street. T1- 1x Sycamore Fell to ground level. Reason: tree damaging wall & very close to light house. T2 - Group 4 x trees mix Lime & Sycamore Prune back lower branches to trunk Reason: branches growing over steps and toward light house.	Harbour and Normanston
DC/22/2114/TCA	Rear garden T1 & T2 Pine - Reshape select laterals by 2m. Reason - Reduce encroachment onto neighbouring property and patio. T3 Hawthorn - Fell to ground level. Reason - In decline. T4 Horse Chestnut (belongs to 6 The Avenue) - Reshape laterals encroaching onto garden by 2.5m Reason - Reduce encroachment into garden of No. 8	Kirkley and Pakefield
DC/22/2208/TPO	289 Yarmouth Road - TPO 303/2000. T 27 Sycamore -Reduction of crown by up to 35% - Reason: to maintain health and size of tree in its location as starting to show signs of dieback T28 Sycamore - Fell - Reason: starting to show signs of die back and its removal will allow T27 to establish a sustainable crown T29 Sycamore - Fell -Reason: small poor quality tree.	Gunton and St Margarets

**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/22/1977/FUL	5 Beach Road Lowestoft Suffolk NR32 1EA-To replace the existing timber windows with new PVC windows in similar colour	Harbour and Normanston

**d.** It was noted that an appeal has been made to the Planning Inspectorate (AP/22/0033/LAWFUL), Phase 3 Site, Tingdene North Denes Caravan Site, against the decision by East Suffolk Council to refuse to issue a Lawful Development Certificate for Certificate of Lawful Use (Proposed). This

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application seeks to confirm and have certified pursuant to Section 192 of the Town and Country Planning Act 1990 that use of the application site for the siting and human habitation of touring caravans and motorhomes for holiday purposes benefits from extant planning permission so is, consequently, not a material change of use, so not development requiring a further grant of planning permission, and is, therefore, lawful if re-commenced. The applicant submits that the site benefits from historic use rights for such purpose derived from planning permissions issued in 1975 and in 1984 that were not inconsistent, have been implemented, and that have not been rendered unavailable by any intervening material change in use or abandonment. Agreeing attendance at local hearing as appropriate.

It was noted that Lowestoft Town Council were land owners. In terms of representation at the planning inspectorate hearing, the committee agreed that Cllrs Green and Pearce would attend as appropriate.

**19.** East Suffolk Council Housing and Community Led Housing Conference on 3 October – it was noted that Cllrs Green, Brooks and Pearce expressed an interest in attending this conference.

**20.** Date and time of the next meeting - Tuesday 5 July 2022 at 17:15.

**21.** Items for the next Agenda

The Chair closed the meeting at 18:00hrs

  
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Signed:

5 July 2022