

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**17.00 on Tuesday 17 January 2023**

**MINUTES**

**Present:** Cllrs Sonia Barker, Wendy Brooks, Peter Knight (Chair), Peter Lang, 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)

**165. Welcome**

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

**166. Apologies for absence**

Apologies were received from Cllr Lang and Green, who had provided reasons. Cllr Pearce proposed approval of the apologies received; seconded by Cllr Newsome; all in favour.

**167. Declarations of Interests and dispensations.**

a. Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda – There were none.

b. Written requests for dispensations and note dispensations granted – There were none.

**168.**

a. A revised format for the minutes to include the Council’s duty to consider Biodiversity (Natural Environment and Rural Communities Act 2006) and the Council’s Climate and Ecological emergency declarations was considered and accepted.

b. The draft Minutes of 17 January 2023 – Cllr Brooks proposed approval of the minutes; seconded by Cllr Barker; all in favour.

**169. Public Forum**

No advance comments had been received and no members of the public were in attendance.

**170. 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. The following applications were considered in line with the National Planning Policy Framework, the Waveney Local Plan, the emerging Lowestoft Neighbourhood Development Plan and the Council’s duly considered biodiversity pursuant to obligations under the Natural Environment and Rural Communities Act 2006 and the Town Council’s Climate and Ecological Emergency declarations.

*Table 1 - List of East Suffolk Planning Applications*

Reference	Address and Description	District Ward
DC/23/0028/FUL	6 Suffolk Road - Ground Floor Change-of-Use from a Tattoo Parlour (A1) to a Hot Food Take-away (A5) with seating for on site consumption (A3) To use the first and second floor accommodation for the premises Manager	Harbour and Normanston
It was proposed by Cllr Brooks; seconded by Cllr Barker and unanimously agreed that the Town Council would submit a holding objection to the application which could be reconsidered when answers were received to the points raised by East Suffolk Council's Environmental Health team; mainly odours, operational hours, noise, lack of extraction system and concerns from residents in the surrounding area.		
DC/22/4819/ADI	125 Bevan Street East - Illuminated Advertisement Consent - Business name on front wall Business name on front door to salon Measurements approx	Harbour and Normanston

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It was proposed by Cllr Pearce, seconded by Cllr Newsome unanimously agreed to recommend approval of this application subject to ESC Design and Conservation Officer being content that there were no adverse impacts on the conservation area or heritage action zone.		
DC/23/0163/FUL	111 Spashett Road - 2 storey side extension to include ground floor garage space and first floor master bedroom, en-suite & additional bedroom. Side single storey rear extension to include ground floor w/c, utility room & reception room.	Gunton and St Margaret's
It was proposed by Cllr Le Grice, seconded by Cllr Pearce and agreed (five votes in favour, one against (Cllr Brooks)) to recommend approval of this application. Cllr Brooks voted against the proposal as she felt the application presented over development of the site.		
DC/23/0134/FUL	7 Healey Close - Extensions and alterations	Gunton and St Margaret's
It was proposed by Cllr Pearce; seconded by Cllr Barker and unanimously agreed that the committee were unable to form a recommendation as it was unclear if it was a family home or a residential care home that was being presented and if it was the latter there was no specific information included on fire evacuation plans, staff accommodation, parking, etc. The Town Council would be willing to make a recommendation once a detailed application had been submitted as in its current form the application was inadequate.		
DC/23/0296/FUL	1 Damask Close - Garage, porch, replace boundary wall with boundary fence and enlargement of driveway	Carlton and Whitton
It was proposed by Cllr Brooks; seconded by Barker and unanimously agreed to recommend approval of this application.		
DC/23/0286/FUL	Land West Of Kirkley Business Park Horn Hill - 8 proposed Units with light industrial / commercial use within existing Business park	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Newsome and unanimously agreed to recommend approval of the application subject to the request from East Suffolk Council Environmental Protection that an land contamination survey was provided.		

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 - Windows, Doors and Porches.

Reference	Address and Description	District Ward
DC/23/0067/FUL	409 London Road South - Change front windows	Kirkley and Pakefield

c. The following applications for tree works were noted:

*Table 3 - List of East Suffolk Planning Applications*

Reference	Address and Description	District Ward
DC/23/0306/TPO	1 Silverwood Close - TPO 41 Side garden 1 x Beech - Reduce and shape crown by up to 30%. Reason: to reduce the sail area of the canopy and contain the tree within its current location.	Kirkley and Pakefield

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**171. Consultations**

a. To consider correspondence from East Suffolk Council on guidance for development within coastal areas. It was proposed by Cllr Knight, seconded by Cllr Pearce and unanimously agreed that this item be deferred to the next meeting.

b. To note any response submitted to the Suffolk County Council Saturn Close and Adjoining Roads, Lowestoft - Prohibition and Restriction of Waiting (ETRO) Consultation. It was confirmed that a response, under delegated authority, had been submitted which supported the order.

**172.** Date and time of the next meeting - Tuesday 21 February 2023 at 17:00

**173.** Items for the next agenda.

The meeting was closed 19.44

Signed: 

21 February 2023