

Lowestoft Town Council
Meeting of the Planning Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE
18.45 on Thursday 10 August 2023

MINUTES

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

In Attendance: Sarah Foote (Deputy Town Clerk)

33. Welcome

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

34. To receive and consider acceptance of apologies for absence – Apologies had been received from Cllr Green and Cllr Smith with reasons provided. Cllr Pearce proposed approval of apologies received; seconded by Cllr Newsome; all in favour.

35. 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 an ORI as Chair of the Gunton Residents Association.

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

36. Public Forum

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

The Deputy Clerk brought to members’ attention, an invitation to attend a meeting with the developer for an application previously considered by the Committee (DC/23/2659/FUL – 88 Yarmouth Road, Change of use from Class C3 (dwellinghouse to Class C2 (residential institution)). At this point in the meeting, Cllr Brooks declared that she had previously corresponded with the applicant. As the Town Council had already agreed, and submitted, a recommendation on this application was proposed by Cllr Brooks, seconded by Cllr Newsome and agreed (three votes in favour (Cllrs Jones, Newsome and Brooks, one abstention (Cllr Pearce)) to decline the invitation until the outcome of the planning application was known.

37. Minutes

a. To consider the draft Minutes of 13 July – Cllr Brooks proposed approval of the draft minutes of 13 July; seconded by Cllr Pearce; all in favour.

b. It was noted that the meeting scheduled for 27 July 2023 did not take due to it being inquorate and recommendations were made to the planning authority using delegated authority.

38. 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/23/2889/FUL	43 Hillcrest Drive - <u>Single storey rear extension</u>	Gunton and St Margarets
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
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 proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend refusal of the application due to concerns expressed by Suffolk Highways and the number of statutory consultee objections.		

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Reference	Address and Description	District Ward
DC/23/2665/FUL	7 Beach Road - <u>Change of use from C3 use to House In Multiple Occupation (HIMO) with not physical changes to the building (retrospective)</u>	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Newsome and unanimously agreed to recommend approval of the application subject to assurances that the property does lie in Flood Zone one, and not an area of higher flood risk, and confirmation of how the occupants will achieve a ' family flood plan' or alternative measures.		
DC/23/2850/LBC	Somerton House, 7 Kirkley Cliff - <u>Replacement of 2No. existing modern casement window with sash window.</u>	Kirkley and Pakefield
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend approval of this application subject to the design and conservation officer being content that there was no harm to the character or appearance of conservation area setting.		
DC/23/2923/FUL	17 Ship Road - <u>Single storey rear extension to include removal of rear chimney stack.</u>	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/23/2297/FUL	18 Pakefield Road - <u>Replace front door, place middle glazing bars in two bay windows, replace front path and reinstate painted sign on brickwork above front door.</u>	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/23/2834/FUL	42 Kirkley Cliff Road - <u>Installation of 6 solar panels on the eastern aspect of the roof and 6 solar panels on the western aspect of the roof</u>	Kirkley and Pakefield
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend approval of this application subject to the application not having a harmful impact to the setting of the conservation area.		

b. The following recommendations of the Council made under delegated authority when the Planning Committee did not meet on 27 July were noted as follows:

DC/23/1748/FUL	41 Normanston Drive - <u>Rear extension on our house to extend two of the existing bedrooms.</u>	Harbour and Normanston
A recommendation was made for approval of this application.		
DC/23/2721/FUL	Ground Floor Apartment 23 Waveney Road - <u>Replace east elevation ground floor windows. Raise north ground floor window cills 150mm</u>	Harbour and Normanston
A recommendation was made for approval of this application.		

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DC/23/2151/FUL	South of Technical Centre, Whapload Road - <u>Installation of modular office system adjacent the South elevation of technical centre offices. (proposal required to accommodate personnel from an existing building which is been considered as a high risk to pedestrian safety).</u>	Harbour and Normanston
A recommendation was made for approval of this application.		
DC/23/2728/FUL	St Bridget's Cottage North Parade - <u>New external silver-grey cladding to the side and rear of the property - (1st floor to roof) New white guttering/ down pipes/ fascia to the side and rear.</u>	Kirkley and Pakefield
The Town Council's Planning Committee has considered this application and it was agreed to recommend approval of the application subject to planning officer opinion that the proposed changes were in keeping with a property situated in the conservation area.		
DC/23/2173/ADI	49 Pakefield Street - <u>Illuminated Advertisement Consent - Erection of illuminated and non-illuminated signs to the exterior of the building. Sign A - Two X sets of individual letters and emblem, fixed inside existing masonry frame. Sign B - One X new name board panel. Sign C - Two X new sets of sign written amenity text. Sign D - One X new disclaimer panel. Sign E - One X new disclaimer panel. Sign F - One X new double legged garden entrance sign. Sign G - One X new entrance sign to rear. Sign H - Two X new decorative lanterns. Sign I - Eight X new LED floodlights.</u>	Kirkley and Pakefield
A recommendation was made for approval of this application.		
DC/23/2505/FUL	99 Pakefield Street - <u>Listed Building Consent - Replace existing windows of inappropriate construction and dilapidated condition. Removal of cement render and replacement in lime render. Repairs to outbuilding including conversion of window into doors.</u>	Kirkley and Pakefield
A recommendation was made for approval of this application.		
DC/23/2739/FUL	99 Pakefield Street - <u>Replace existing windows of inappropriate construction and dilapidated condition. Removal of cement render and replacement in lime render. Repairs to outbuilding including conversion of window into doors.</u>	Kirkley and Pakefield
A recommendation was made for approval of this application.		
DC/23/1519/FUL	313 London Road South - <u>Replace existing wall and fence at front of property with wall, railings and gate</u>	Kirkley and Pakefield
A recommendation was made for approval of this application.		
DC/23/2150/FUL	Flat 1 156 London Road South - <u>Retrospective Application - Change of use from business/offices to its original residential flat status by reinstating the front door along London Rd Sth and closing of the internal connection to the Red Rose Florist shop at 156 and 156A London Rd South.</u>	Kirkley and Pakefield

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A recommendation was made for approval of this application.		
DC/23/2655/FUL	115 Westwood Avenue - <u>Single storey front and rear extensions and internal alterations to suit.</u>	Carlton and Whitton
A recommendation was made for approval of this application.		
DC/23/2407/FUL	173 Long Road - <u>Single storey extension and loft conversion</u>	Carlton and Whitton
A recommendation was made for approval of this application.		
DC/23/2535/FUL	55 Elm Tree Road - <u>Construction of a Conservatory</u>	Carlton and Whitton
A recommendation was made for approval of this application.		
DC/23/2548/FUL	9 Heigham Drive - <u>Construction of single storey front extensions</u>	Carlton and Whitton
A recommendation was made for approval of this application.		
DC/23/2659/FUL	88 Yarmouth Road - <u>Change of use from Class C3 (dwellinghouse) to Class C2 (residential institution).</u>	Gunton and St Margaret's
A recommendation was made for refusal of this application due to; inadequate parking spaces for 12 full time and six part time staff plus visitors, a mature tree in the middle of the car park severely restricts the amount of car park spaces and this tree should not be removed, and due to the proximity of the proposed front gate concern is expressed it would cause cars to either wait on the yellow lines or astride the public foot way whilst the driver opens it and, therefore, cause a danger to both pedestrians and cyclists.		
DC/23/1208/FUL	Garage Block Melbourne Road - <u>Demolition of garages to provide 2 No. dwellings with off road parking</u>	Harbour and Normanston
A recommendation was made for refusal of this application due to concerns in the Suffolk Highways consultee response which need to be addressed before any permission should be granted.		

39. AP/23/0037/REFUSE – 63 The Avenue. It was noted that an appeal has been made to the Secretary of State against the decision of East Suffolk Council to refuse planning permission to construct a new dwelling.

40. DC/23/0864/FUL - 243 Long Road. Construction of detached garage and carport. It was noted that this application was considered at the ESC Referral Panel as the Town Council's comments were contrary to the officer recommendation of refusal. At the referral panel it was agreed that the application could be delegated to the Head of Planning and Coastal Management to refuse as per the officer's recommendation.

41. East Suffolk Council Seafront Vision – a response regarding the dynamic procurement processes and what measures were in place to ensure that any designers working on this project, who may already be involved in the East Point Pavilion, were dealing with any conflicts of interest had been

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received from East Suffolk Council. It was proposed by Cllr Pearce, seconded by Cllr Jones and unanimously agreed that the response was opaque and details within it put an onus on the individual contractor to declare interests when it was East Suffolk Council that had appointed someone who already manages an East Suffolk Council building to be a consultant on a further East Suffolk Council project and, therefore, as a public body they should have had measures in place to ensure transparency. It was agreed that East Suffolk Council should be asked to provide further comments.

Cllr Brooks proposed that a FOI request was submitted to East Suffolk Council to ascertain details of the procurement and appointment of the designer for this project. Seconded by Cllr Newsome and unanimously agreed.


42. East Suffolk Council Scheme of Delegation for planning determinations and examination by East Suffolk Council Scrutiny Committee – a response from East Suffolk Council’s Chair of the Scrutiny Committee (Cllr Deacon) to correspondence submitted by the Town Council expressing concern for the system for the determination of planning applications and town and parish council involvement in the referral panel process was considered. The Town Council had written that the referral panel removed a level of transparency and consultation from both local councils and members of the public which would be afforded if applications were considered by Planning Committee instead. Cllr Deacon had responded that the new administration at East Suffolk Council was to review the whole of the process and was reluctant to introduce another Scrutiny review of the current system. Cllr Pearce felt that this response was arrogant and implied ‘go away’ and stated that East Suffolk Council was an unaccountable local planning authority who had a deteriorating attitude towards the Town Council and this should be relayed to East Suffolk. Cllr Pearce proposed that these comments should be relayed to East Suffolk Council, to both the Chief Executive and the Leader of the Council, seconded by Cllr Newsome and agreed (three votes in favour, one against (Cllr Brooks)) and should be tabled for discussion at the next LTC/ESC liaison meeting. Cllr Brooks stated that she felt this approach was not appropriate. Cllr Brooks asked instead that it should be put to East Suffolk Council why the recommendations made at the Scrutiny Committee of 2 March 2023 were yet to be implemented.

43. Correspondence from Anglian Water regarding Lowestoft -Bathing Water Improvements Project was noted. Details within the correspondence recognised the need for Royal Plain to be available for Remembrance Sunday.

44. Date and time of the next meeting – 18.45 Thursday 24 August 2023.

45. Items for the next agenda – none. Cllr Brooks stated that if application DC/23/2659/FUL (88 Yarmouth Road) was to be heard by the ESC Planning Committee she would like to represent the Town Council.

The Chair closed the meeting at 19:40

Signed: 
14 September 2023