

**Lowestoft Town Council**  
**Meeting of the Planning and Environment Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE**  
**16:00 on Tuesday 8 January 2019**

**MINUTES**

**Present:** Cllrs Sue Barnard, Allyson Barron, Amanda Frost, Alan Green, Peter Knight, Graham Parker, and Alice Taylor (Chair)

**In Attendance:** Sarah Foote (Deputy Town Clerk)

**Public:** Mr Philip Broadbent-Yale from Sustrans and Carolyn Barnes from Suffolk County Council.

**509. Welcome**

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

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

Apologies were received from Cllr Houghton. Cllr Ford and Cllr Eastwood were absent.

**511. Declarations of Interests and dispensations**

It was noted that Cllr Knight had previously been granted a dispensation to report on items related to developments at the CEFAS site.

**512 To consider the accuracy of the Minutes of 18 December 2018**

The minutes of 18 December 2018 were accepted as accurate. Proposed by Cllr Knight; seconded by Cllr Parker. The minutes were duly signed by the Chair. The Chair brought the committee's attention to the application for 6 Palmer Close and how the neighbour for this application had submitted comments after the Town Council's recommendation was made. The person concerned had now entered into a dialogue with the Planning Officer at WDC.

**513. Public Forum**

Sustrans had been engaged by Waveney District Council to look at cycle routes in Lowestoft. Mr Broadbent-Yale gave a presentation on a proposed layout for a new bridge at the south west corner of Normanston Park to create an east-west access for all corridor along a traffic free route to benefit pedestrians, push chair users, disabled and cyclists. Waveney District Council would provide 50% of the total project cost which was likely to be £1.2m. The Committee considered this initiative to be a positive one and were willing to write a letter of support to Sustrans. A copy of the proposed layout is appended to the minutes. Mr Broadbent-Yale would be organising and engagement and community drop in session at Normanston Park in February and Councillors expressed an interest in attending. Councillors asked Mr Broadbent-Yale questions about the development of a Great Yarmouth to Lowestoft cycle path and he would keep them updated on his work.

**514. Planning applications**

The following planning applications (all available on [www.eastsuffolk.gov.uk](http://www.eastsuffolk.gov.uk)) were considered and recommendations of the Council were decided:

Reference	Address and Description	Ward
DC/18/5020/FUL	29 The Avenue – construction of side addition to house dogs and storage	Pakefield
It was proposed by Cllr Green, seconded by Cllr Knight and agreed to recommend approval of the application.		
DC/18/5048/FUL	48 All Saints Road – construction of side extension	Pakefield
It was proposed by Cllr Parker, seconded by Cllr Knight and agreed to recommend approval of the application.		
DC/18/5066/FUL	Riverside, Canning Road - Non Illuminated Advertisement Consent - Provision of Corporate Sign for new East Suffolk Council Authority attached to existing building front elevation	Kirkley
It was proposed by Cllr Parker, seconded by Cllr Knight and agreed to recommend approval of the application. Cllr Green abstained from the vote		
DC/18/4675/LBC	17 Kirkley Cliff - Listed Building Consent - 2 gas central heating flues. One through rear wall. One through roof.	Kirkley

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It was proposed by Cllr Green, seconded by Cllr Barron and agreed to recommend approval of the application.		
DC/18/4982/FUL	Asda Stores Limited, Belvedere Road - Construction of Starbucks Drive-Thru ( A3 Use) with associated car parking spaces and signage	Kirkley
It was proposed by Cllr Green, seconded by Cllr Parker and agreed to recommend approval of the application.		
DC/18/4983/ADI	Cafe At Asda Stores Limited Belvedere Road - Illuminated Advertisement Consent 0 Pylon Sign , Directional Signage within the Estate and Company signs on the building	Kirkley
It was proposed by Cllr Barron, seconded by Cllr Knight and agreed to recommend approval of the application.		
DC/18/5072/FUL	28 Minden Road - Construction of a rear extension	Normanston
It was proposed by Cllr Knight, seconded by Cllr Barron and agreed to recommend approval of the application.		
DC/18/5004/FUL	1 Corton Road - Re-submission of proposed extension to provide enhanced facilities for existing patients additional car parking provided	Gunton
It was proposed by Cllr Barron, seconded by Cllr Parker and agreed to recommend approval of the application.		
DC/18/5117/DEM	Former Gasworks Site Land East Of Gas Works Road - Prior Notification Application (Demolition) - Dismantle the gasholder and associated redundant infrastructure	Harbour
It was proposed by Cllr Barron, seconded by Cllr Knight and agreed to recommend approval of the application.		
DC/18/5077/FUL	15-16 Bevan Street West - Conversion of vacant ground floor shop, to a two bedroom flat.	Harbour
It was proposed by Cllr Taylor, seconded by Cllr Knight and agreed to recommend approval of the application subject to the provision of space for bins and cycle parking.		
DC/18/4944/FUL	Port House, Station Square – car park	Harbour
It was proposed by Cllr Knight, seconded by Cllr Barnard and agreed to recommend refusal of the application due to concerns for the location of the exit from the car park and the danger from traffic turning right from the car park and merging with the often busy traffic flow crossing the bridge.		

**515. Planning Determinations** there were no planning determinations to note that were contrary to the recommendations of the Town Council.

**516. Consultations:**

Waveney Local Plan Proposed modifications – final comments would be submitted after WDC Principal Planning Officer (Policy) had made a presentation at the Parishes Forum on 25 January 2019.

**517. Neighbourhood Planning**

All members were reminded of the policy development workshop which would take place on Tuesday 15 January.

Waveney District Council had issued a revised Service Level Agreement for the work of the Neighbourhood Plan and it was agreed to pass this to the Town Council's consultant for comment.

**518. Assets of Community Value**

Cllr Green declared a non-pecuniary interest in this matter as a member of the Sentinel Board. It was agreed to submit an application to register the land at Dip Farm (former Pitch and Putt) and the car park as an asset of community value.

**519. Sites under ongoing consideration**

Town Hall – Cllr Green reported that he had again tabled a question to Waveney District Council on what was happening to the former car park at the rear of the building.

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**520. Resident infrastructure concerns:**

East Suffolk Travellers Association – request for support for a southbound bus shelter at Lowestoft Station. The details of the request were considered. It was proposed by Cllr Knight, seconded by Cllr Barnard and agreed (six votes in favour and one abstention from Cllr Parker) to support in principal as a valid idea, however, the Town Council did not have any budget to financially support the erection or upkeep of a shelter not on their land. It was suggested that the Bus Group should explore commercial advertising as a way of financing the shelter.

**521. Date of the next meeting** - 5.00 pm on Tuesday 22 January 2019.

**522. Items for the next Agenda** – none.

**523. Resolution to close the meeting to the public**

There were no confidential matters for consideration. The Chair closed the meeting at 17.43.

Signed: .....

22 January 2019