

**Lowestoft Town Council**  
**Meeting of the Planning and Environment Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE**  
**17:00 on 9 October 2018**

**MINUTES**

**Present:** Cllrs Sue Barnard, Amanda Frost, Alan Green (left at 18.12), Dick Houghton, Peter Knight, Graham Parker and Alice Taylor (Chair)

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

**Public:** There was one member of the public in attendance

**437. Welcome**

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

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

Apologies were received and accepted from Cllrs Tracey Eastwood and Allyson Barron. Councillor Ford, was absent. It was noted that Cllr Tara Carlton was no longer a member of the Planning Committee

**439. 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.

**440 To consider the accuracy of the Minutes of 18 September 2018**

The minutes of 18 September 2018 were accepted as accurate. Proposed by Cllr Parker; seconded by Cllr Green; all in favour. The minutes were duly signed by the Chair.

**441. Update on actions since last Meeting**

The Committee were provided with a report as appended to the minutes. Regarding the application to build a restaurant at North Denes, the Councillors present were asked to confirm if they had had any direct contact with the developer concerned and all confirmed that they had not.

**442. Public Forum**

A member of the public reported that there was currently an exhibition in the Library about the Old Hospital. There would also be a public meeting at 8.00 pm on Thursday 18 October at the United Reform Church. Agenda Item 446.2 was discussed at this point in the meeting.

**443. 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/18/3725/COU	15 Tanning Street - Change of Use of shop to beauty/sunbed and semi permanent make up salon	Harbour
It was proposed by Cllr Knight, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/18/3751/FUL	74 Laxfield Way – construction of second floor extension	Pakefield
It was proposed by Cllr Green, seconded by Cllr Barnard and unanimously agreed to recommend approval of this application.		
DC/18/3771/TCA	56 Kirkley Cliff Road - Rear garden 1 x small Pear tree (approx. 4m tall) - Fell to ground level as in a poor condition and replace with 3 ornamental trees within garden.	Kirkley
It was proposed by Cllr Barnard, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/3799/FUL	53 Corton Road - Construction of single storey side extension, two storey rear extension, re-pitch roof to include dormer window to form second floor accommodation and demolition of	Gunton

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	garage.	
It was proposed by Cllr Green, seconded by Cllr Frost and unanimously agreed to recommend approval of this application		
DC/18/3759/FUL	8 Bluebell Close – construction of extension and internal alterations	Pakefield
It was proposed by Cllr Parker, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/3726/FUL	168 The Avenue - creation of vehicular access and hard standing	Pakefield
It was proposed by Cllr Knight, seconded by Cllr Barnard and unanimously agreed to recommend refusal of this application as the planned works were not compliant with the legal guidelines issued by Suffolk County Council Highways.		
DC/18/3881/FUL	20 The Avenue – construction of a single storey rear extension	Pakefield
It was proposed by Cllr Green, seconded by Cllr Frost and unanimously agreed to recommend approval of this application.		
DC/18/3829/FUL	8 Skamacre Crescent - Conversion from 1 no. dwelling to 2 no. dwellings	Normanston
It was proposed by Cllr Parker, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/3878/FUL	29 Normanston Drive - Construction of an extension and convert garage to a 1 bedroom shower and kitchen	Normanston
It was proposed by Cllr Green, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/3902/FUL	13 Shoals Walk - Construction of a rear extension (part double story). The extension is to create an open plan kitchen / diner on the ground floor and to add an additional bedroom c/w en-suite above. Existing kitchen area will be converted into a utility room and a shower room. Chimney breast is also to be removed throughout. Additionally, a new double garage to replace the existing wood built workshop/shed at the rear of the garden. Existing garage is to be taken down.	Elm Tree
It was proposed by Cllr Knight, seconded by Cllr Houghton and unanimously agreed to recommend approval of this application.		
DC/18/3839/FUL	355 London Road South - To replace PVCu casement windows with sliding sash PVCu windows to retain the character of the building	Kirkley
It was proposed by Cllr Frost, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/3958/FUL	48 Pinewood Avenue - Construction of two storey side and single storey front and rear extensions	Elm Tree
It was proposed by Cllr Green, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/3979/FUL	49 Normanston Drive - Replacement of flat roofs with pitched roofs	Normanston
It was proposed by Cllr Knight, seconded by Cllr Houghton and unanimously agreed to recommend		

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approval of this application.		
DC/18/3527/FUL	34 Lyndhurst Road - Replacement of all dilapidated Windows with new uPVC working Sash Windows to all three floors on front elevation and replacement of rear windows to uPVC style Sash windows. Replace front porch to uPVC to match existing along with side porch and replace balconies in uPVC also.	Gunton
It was proposed by Cllr Houghton, seconded by Cllr Knight and unanimously agreed to recommend approval of this application		

**444. Planning Determinations**

There were no determinations to note that were contrary to the recommendations of the Town Council.

**445. Neighbourhood Planning**

The Town Council's legal opinion on the designation of the Neighbourhood Area had been submitted to Waveney District Council who had been asked to respond by 12 October. The Chair and Deputy Clerk had attended the first day of the Waveney Local Plan hearing and the Chair had made representation to the Examiner on matters of Legal Compliance. The Town Council's next representation would be made on 16 October regarding the Strategy for Lowestoft.

**446. Sites under ongoing consideration**

Old Hospital – the Town Council's position statement was approved by the Committee and once Full Council were content it would be published on the Town Council website.

Land to rear of Town Hall – Cllr Green reported the he had tabled a question about the future of the site at Waveney Full Council and the response had been that the land would be recommended for housing and would no longer be developed as a fast food restaurant.

CEFAS – Cllr Knight presented a photograph which showed that the foundations were in for the new building.

Post Office – Cllr Houghton asked what was known about the post office building and the Chair confirmed the Town Council had no further detail other than what had been published in the press.

**447. Licensing**

There were no matters for consideration.

**448. Resident infrastructure concerns**

Cllr Barnard brought to the meeting's attention problems with parking in Gunton Church Lane and asked if the white line could be extended. It was agreed that this would need to be an agenda item for proper consideration and that both Cllr Ardleigh and Cllr Patience should be approached for Highways Locality Budget if this matter was to progress. *Agenda next meeting.*  
 18.12 Cllr Green left the meeting

**449. Consultations**

Suffolk County Council (District of Waveney) (Stopping, Waiting and Loading Prohibitions and Restrictions and on-street Parking Places) (Map-Based) Order 201. The Committee considered The Committee noted the above document and plans and the following suggestions were made:  
High Street – consider a one way system to enable buses to travel along the High Street. It was suggested that Cllr Eastwood also raise this when she attend the Highways Group.

Lyndhurst Road/Corton Road- there were no double yellow lines around the corner of this junction making visibility difficult.

Residential Parking- Cllr Houghton suggested that consideration should be given to more residential parking throughout the town.

**450. Date of the next meeting**

5.00 pm on Tuesday 23 October 2018. It was agreed all future meetings would start at 5.00 pm.

**451. Items for the next Agenda**

No matters were raised for consideration.

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

There were no confidential matters for consideration and no members of the public were present.

The Chair closed the meeting at 18.30

Signed: .....

23 October 2018