

Lowestoft Town Council

Meeting of the Planning and Environment Committee

**Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ
17:00 on 24 April 2018**

MINUTES

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

In attendance: Sarah Foote (Clerk). Cllrs Coleby was in attendance as an observer.

Public: one member plus Dave Chetwyn UVE Neighbourhood Planning Consultant arriving at 17.10.

283. Welcome

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

284. Apologies for absence

Apologies were received and accepted from Cllrs, Ford, Eastwood, Carlton and Houghton.

285. Declarations of Interests and dispensations

Cllr Byatt declared a non-pecuniary interest in planning application DC/18/1273/FUL.

286. To consider the accuracy of the Minutes:

3 April 2018 – agreed as accurate. Proposed: Cllr Knight; Seconded: Cllr Green. The minutes were duly signed by Cllr Taylor.

287. Public Forum

A member of the public expressed his concerns about the Old Hospital Site and how after approaching several bodies and attending James Paget Board meetings that no progress had been made and wondered if the Town Council would be able to influence the future of the site. It was confirmed that this site had been one of the first things the new Town Council had discussed and it was hoped that this may continue through the work of the Heritage Action Zone. It was proposed by Cllr Barnard and agreed that the Town Council write to the Suffolk Leaders Group, c/o Mr Mark Bee to get a broad answer on what the county may be proposing for the site which the meeting felt should remain a health related facility. It was also asked that the parishioner gives some thought to what the town would like the site to become. ACTION: Letter to be sent to Suffolk Leaders Group.

288. Planning applications

The following planning applications were considered (all available on www.eastsuffolk.gov.uk) and the recommendations of the Council were agreed as follows:

Reference	Address and Description	Ward
DC/18/1513/FUL	7 Landspring Lane – construction of single storey rear extension.	Elm Tree
It was proposed by Cllr Green, seconded by Cllr Knight and agreed to recommend approval of this application.		
DC/18/1372/VOC	14 Laxfield Way – Variation of condition no. 2 DC/16/2709/FUL construction of garage and garden store. Variation to position the building 0.2 metres back from the rear boundary and the overall pitch height to be 3.8 metres with 3.9 metres above existing ground level.	Pakefield
It was proposed by Cllr Green, seconded by Cllr Barnard and agreed to recommend refusal of this application. The Council would be minded to consider supporting the application if the development		

was moved back by 1 metre to allow sufficient space for maintenance.		
DC/18/0188/FUL	71 Kirkley Run – Demolition of existing bungalow and construction of a terrace of three, four bedroom houses	Kirkley
It was proposed by Cllr Knight, seconded by Cllr Green and agreed to recommend refusal of this application based on the Town Council’s original recommendation and with support for Suffolk Highways comments. 16.15 Cllr Green left the meeting and returned at 16.18		
DC/18/1392/FUL	47 Windsor Road - To replace the existing single glazed timber vertical sliding sash windows with double glazed white PVCU sliding sash windows. The new windows in appearance will be based on the existing windows including astragal glazing bars and sash horns. The colour and design will be as existing with only a material change.	Kirkley
It was proposed by Cllr Frost, seconded by Cllr Knight and agreed to recommend approval of this application.		
DC/18/1391/FUL	10 Homefield Avenue – construction of a conservatory	Elm Tree
It was proposed by Cllr Barron, seconded by Cllr Barnard and agreed to recommend approval of this application.		
DC/18/1221/FUL	16 Kirkley Gardens – construction of a detached house.	Kirkley
It was proposed by Cllr Byatt, seconded by Cllr Knight and agreed to recommend refusal of this application due to over development of the site.		
DC/18/1291/COU	84 St Margaret’s Road – Change of use to small HMO.	Harbour
It was proposed by Cllr Byatt, seconded by Cllr Knight and agreed to recommend refusal of this application due to over development of the existing dwelling.		
DC/18/1273/FUL	48 All Saints Road – construction of a two storey dwelling with attic room in the side garden.	Pakefield
It was proposed by Cllr Green, seconded by Cllr Parker and agreed to recommend approval of this application subject to the Tree Officer’s approval that the works would not harm existing tree(s).		
DC/18/1317/FUL	104 Yarmouth Road – construction of a detached garage	Gunton
It was proposed by Cllr Barnard, seconded by Cllr Knight and agreed to recommend approval of this application.		
DC/18/0750/FUL	6 The Green – retrospective application for construction of a rear extension	Elm Tree
It was proposed by Cllr Green, seconded by Cllr Parker and agreed to recommend approval of this application.		

289. Planning Determinations

The following planning determination was noted as contrary to the Town Council’s recommendation:

DC/18/0326/COU	10 Gordon Road – change of use from A2 to Sui Generis (large HMO).	Harbour
The Town Council had recommended approval of this application but it was refused by the Planning Authority under Policy DM10, the change of use of ground floor areas within town centres to use which are not within retail, leisure or other town centre uses, will not be permitted. This is considered necessary in order to ensure the continued viability and vitality of town centre and to retain them as key retail areas within the District. In addition, Policy DM19, seeks to only allow		

conversion of properties 'Houses in Multiple Occupation' within the district, were an exceptional circumstances can be demonstrated. It is not considered that in the information provided, any exceptional circumstance has been identified for the conversion of the property to a HMO.

290. Resident infrastructure concerns

None.

291. Sites under ongoing consideration

Old Hospital Site – this site had been discussed earlier in the meeting.

Dip Farm – no information to report.

CEFAS – it was noted that the work was progressing in line with the time schedule.

292. Licensing- there were no licensing applications to consider.

293. Consultations

a. Suffolk County Council Consultation on Suffolk Parking Management Strategy

It was agreed to submit the following comments in response to the consultation:

- 1. The Town Council would wish to ask that a policy is developed for no development on existing car parks.
- 2. The Town Council would discourage any existing front gardens from being converted into parking spaces.
- 3. The Town Council would encourage electric charging points to be added to all existing car parks and as a condition of any new car park development.

294. Recycling

Cllr Barron brought to the table the importance of this matter and how the Town Council should confirm its position on recycling. It was agreed that a policy would be developed, after consultation with Waveney District Council’s existing policy. ACTION: Cllr Taylor to develop policy wording.

295. Neighbourhood Planning - A presentation would be made later in the meeting.

296. Date of the next meeting - 5.00 pm on Tuesday 8 May 2018.

297. Items for the next Agenda. To consider picnic benches in the North Denes and any East of England Park Funding which may be available.

298. There was no confidential business to be considered. Any matters relating to the Town Council’s land ownership would be reported at the next meeting when further information had been received from WDC Planning Officer.

17.15

Cllr Parker left the meeting.

SPEAKER

Dave Chetwyn, Urban Vision Enterprise. Mr Chetwyn had been appointed as the Town Council’s Neighbourhood Planning Consultant.

Mr Chetwyn explained the complexities of a Neighbourhood Plan and its legal standing, the stages that the Town Council would go through to develop and consult on a Neighbourhood Plan and how the plan would be adopted by referendum. Discussion then took place on what was important to include in the plan. The following day Mr Chetwyn would tour Lowestoft looking and sites and issues and would then start to draft a framework for the plan. The Clerk confirmed that confirmation of the Locality Grant was still awaited.

18.00 Cllr Byatt left the meeting

18.40 Cllr Green left the meeting

19.20 Meeting Closed

..... Signed

24 April 2018