

Lowestoft Town Council
Meeting of the Planning and Environment Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE
17:00 on Tuesday 22 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: None

514. Welcome

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

515. To receive and consider acceptance of apologies for absence

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

516. 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.

517 To consider the accuracy of the Minutes of 8 January 2019

The minutes of 8 January 2019 were accepted as accurate. Proposed by Cllr Knight; seconded by Cllr Parker. The minutes were duly signed by the Chair.

518. Public Forum

519. Planning applications

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

Reference	Address and Description	Ward
DC/18/5106/PN3	17 Grove Road – Prior notification to convert from offices A2 to residential flats C3.	Harbour
It was proposed by Cllr Barron, seconded by Cllr Knight and agreed to recommend approval of the application.		
DC/18/5243/FUL	18 Squires Walk - Room in roof and rear extension	Gunton
It was proposed by Cllr Parker, seconded by Cllr Knight and agreed to recommend approval of the application.		
DC/18/5107/FUL	9 Monckton Crescent - Loft conversion, carport, rear extension and studio in garden	Normanston
It was proposed by Cllr Green, seconded by Cllr Barron and agreed to recommend approval of the application.		
DC/19/0070/FUL	5 Kensington Road – Single Storey Extension to rear of existing property (Revised Design to granted planning permission ref DC/18/3724/FUL)	Pakefield
It was proposed by Cllr Frost, seconded by Cllr Barnard and agreed to recommend approval of the application.		
DC/19/0129/FUL	30 Silverwood Close - Extend garage forward of bungalow and alteration to windows and doors on east elevation	Pakefield
It was proposed by Cllr Knight, seconded by Cllr Barron and agreed to recommend approval of the application.		
DC/18/5245/FUL	Stradbroke Court Residential Home Green Drive – three ground floor extensions to create 17 new bedrooms	Pakefield
It was proposed by Cllr Barron, seconded by Cllr Parker and agreed to recommend approval of the application.		

520. Planning Determinations the following planning determination was noted as contrary to the recommendations of the Town Council.

Reference	Address and Description
DC/18/4858/FUL	6 Palmer Close – construction of two storey front and first floor side extensions.
The Town Council had recommended approval of this application which the Planning Authority had refused	

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permission.

Two Notices of Appeals to the Planning Inspectorate were noted, both for change of use to small HMOS which had been refused by the Planning Authority:

DC/18/3250/COU – 36 Tennyson Road

DC/18/2061/COU – 189 Raglan Street

521. Consultations – There were no consultations to consider

522. Licensing – two applications had been received for the Town Council’s consideration:

a. On a Roll, Hamilton Road – the Town Council had no objections to the renewal of this licence.

b. Marshall’s Produce, Outside Clinton’s cards, London Road North – the committee were concerned that this was a new stall, therefore making three stalls in the area and how this sat with the Charter for markets in the town. It was later confirmed that this stall would replace an existing one and there would remain only two stalls in the area.

523. Neighbourhood Planning

a. WDC’s Principal Planning Officer (Policy) and members of the Communities Team had met with UVE, the Planning Chair and Clerk to discuss the Service Level Agreement and how the plan might progress. UVE had recommended changes to the SLA. The Policy Development session on 15 January had outlined the policies to be included in the plan and these would now be developed by UVE. The current funding spend deadline had been extended to 31 March 2019 and technical support would be applied for at a later date. Due to the complexity of the plan it was understood that. The Planning Officer would be invited to attend the first Neighbourhood Plan Working Group meeting of every month. The NPlan page of the Town Council website was now live.

b. The Service Level Agreement (non-binding) between WDC and the Town Council for the creation of the Neighbourhood Plan was recommended to Full Council for signature.

c. A Timetable for development of the plan and stakeholder mapping and engagement was to be produced.

524. Sites under ongoing consideration

Town Hall – a letter from WDC detailing the Town Hall being added to a list of local buildings at risk was awaited and would be considered by the Committee when received.

Dip Farm – the application to register the land as an asset of community value was being considered by WDC.

Old Hospital- Cllr Parker asked if the Town Council had been involved with any meetings with the purchaser of the site. The Clerk confirmed that as a corporate body the Town Council had not been invited to any meetings but she could not vouch for individual Councillors.

525. Resident infrastructure concerns

It was agreed to recommend that a request to site clothing recycle banks in the town be passed to WDC to be considered along side their bottle bank sites etc.

526. Date of the next meeting - 4.00 pm on Tuesday 12 February 2019.

527. Items for the next Agenda – none. Apologies were received in advance from Cllrs Barron and Barnard.

528. Resolution to close the meeting to the public

There were no confidential matters for consideration. The Chair closed the meeting at 18.05.

Signed:

12 February 2019