

**Lowestoft Town Council**  
**Meeting of the Planning and Environment Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE**  
**17:00 on 4 September 2018**

**MINUTES**

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

**In Attendance:** Lauren Elliott (Committee Clerk)

**Public:** There were no members of the public in attendance

**407. Welcome**

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

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

Apologies were received and accepted from Cllrs Tracey Eastwood and Dick Houghton. Proposed by Cllr Parker; seconded by Cllr Knight; all in favour.

**409. Declarations of Interests and dispensations**

Cllr Parker declared a local non-pecuniary interest in planning application DC/18/3466/TPO and it was agreed he would leave the room during the consideration of this application. It was noted that Cllr Knight had previously been granted a dispensation to report on items related to developments at the CEFAS site.

**410. To consider the accuracy of the Minutes of 21 August 2018**

The minutes of 21 August 2018 were accepted as accurate. Proposed by Cllr Green; seconded by Cllr Parker; all in favour. The minutes were duly signed by the Chair.

**411. Public Forum**

No members of the public were present.

**412. 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/18/3288/FUL	Mandora, Colville Road - Construction of a single storey front & side extension with access to storage area in roofspace	Elm Tree
It was proposed by Cllr Green, seconded by Cllr Parker and unanimously agreed to recommend approval of this application.		
DC/18/3329/FUL	26 Trafalgar Street - Construction of a single storey rear extension to form utility room and bathroom	Harbour
It was proposed by Cllr Barron, seconded by Cllr Parker and unanimously agreed to recommend approval of this application.		
DC/18/3349/FUL	1 Ringsfield Road – construction of front porch	Normanston
It was proposed by Cllr Knight, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/18/3466/TPO	108 – Yarmouth Road - 145 - trees numbered as per application and plan. T1, T2, T3 - 3x Monterey Cypress - Fell to ground level. Reason: Trees in poor condition and outgrowing location. 1x Atlas Cedar - Reduce by 20% to maintain size and health.	Gunton

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Cllr Parker left the room at 17:17 for the consideration of this application. It was noted that there was no accompanying site map or application available on the planning portal, just three images of the trees. The Committee requested that enquiries be made with Waveney District Council as to the procedure to follow in these circumstances. Cllr Parker returned to the meeting at 17:21. Cllr Knight proposed a recommendation that the application be re-submitted following completion of the necessary documentation. This was seconded by Cllr Green. Six Councillors voted in favour and one Councillor abstained from the vote.

DC/18/3136/FUL	114 Corton Road - Erection of railings and fence round balcony	Gunton
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It was proposed by Cllr Barnard, seconded by Cllr Barron and unanimously agreed to recommend approval of this application.

DC/18/3441/FUL	28A Harrington Avenue – construction of two bedroom bungalow	Gunton
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It was queried whether there would be sufficient private parking, as the site is on a bus route which can already be difficult for buses to navigate. The plans have included provision for private parking for two vehicles; which is sufficient. One neighbour response was shown to the Committee, but there were no objections which the Planning Authority would consider material. It was proposed by Cllr Green and seconded by Cllr Barron to recommend approval of this application. Five Councillors voted in favour, one Councillor objected and one Councillor abstained from the vote. The Committee requested that construction workers be courteous of the bus route when parking their vehicles.

**413. Planning Determinations**

A full report will be provided at the next meeting.

**414. Neighbourhood Planning**

Councillors were reminded that the next meeting of the Neighbourhood Plan Working Group would be taking place on 14 September at 10:00 at Hamilton House. Cllr Barnard gave her apologies for that meeting. Cllr Taylor attended a Heritage Action Zone meeting today and it was discussed how they can work in unison with the Neighbourhood Plan. It is anticipated that the Project Manager will be working at Hamilton House each Friday; to coincide with the Neighbourhood Plan Working Group meetings.

**415. Sites under ongoing consideration**

A report regarding the former Lowestoft Hospital site will be provided at the next meeting. There were no further updates regarding the temporary fencing on the North Denes. It was suggested that legal advice be sought regarding the Deed of Covenant, if there has been no progress by the end of September. It was proposed by Cllr Barnard, seconded by Cllr Parker and unanimously agreed to refer this to the Finance and Governance Committee to progress.

**416. Licensing**

There were no matters for consideration.

**417. Resident infrastructure concerns**

Lowestoft Town Council is in receipt of a letter from a resident regarding an issue with the double yellow lines outside her property in Pakefield. Suffolk County Council Highways have advised they have no plans to take this matter further and have suggested she contact Lowestoft Town Council to discuss local support and funding for a change to the traffic regulation order. An acknowledgement will be sent to advise to issue will be considered in more detail at the next meeting, to which the resident will be invited to attend.

A resident has contacted Lowestoft Town Council to object to the appearance of an area near to Ness Point. The land is next to the designated East of England Park area. This will be considered in more detail at the next meeting.

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It was queried whether there were any further developments regarding the painting of double yellow lines on Newcombe Road, but there had been no updates.

Cllr Knight reported that a traffic bollard on the High Street had been struck several times and destroyed. Since January a traffic cone has provided a temporary replacement. Cllr Knight declared that he would have a pecuniary interest in this matter if it were taken further. It was agreed that this could be looked into if the issue were reported to Lowestoft Town Council by a member of the public.

A resident has contacted the Council to request a crossing outside Pontins to allow pedestrians to safely reach the bus stop. The matter has also been reported to Suffolk County and Waveney District Councils, who have advised the resident to also seek the support of other local Parish Councils. As this area is not under the jurisdiction of Lowestoft Town Council it was agreed that the resident should be advised to contact his local District Councillor, which would be Cllr Green.

A member of the public has been in contact with Lowestoft Town Council who would like support in addressing traffic management in Lowestoft. It was queried whether this Committee or the Assets, Inclusion and Development (AID) Committee would be most appropriate to consider this matter further. It was agreed that this matter would be considered at the next meeting of the AID Committee as to what assistance Lowestoft Town Council can give and which bodies should be represented if a meeting is organised. In the interim, it was agreed that, if applicable, the Council would be happy for an externally organised meeting to be held at Hamilton House.

**418. Consultations**

It was noted that a report on Lowestoft Town Council's response to the Local Government Boundary Commission's consultation has been published in the local press.

It was queried whether the results from the community survey were available yet. These are being considered at this evening's Full Council meeting, but the results have provided lots of constructive feedback for the Council to consider. There were positive responses to the Council continuing to offer support to the Marina Theatre and lots of suggestions about future uses of the Town Hall.

**419. Date of the next meeting**

2.00 pm on Tuesday 18 September 2018 – Cllrs Barron and Knight gave their apologies for the next meeting.

**420. Items for the next Agenda**

No matters were raised for consideration.

**421. 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 17:56

Signed: .....  
18 September 2018