

# Lowestoft Town Council

## Meeting of the Planning and Environment Committee

**Riverside, Waveney District Council Offices, 4 Canning Road, Lowestoft NR33 0EQ  
17:00 on 8 May 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). Public: none.

#### **299. Welcome**

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

#### **300. Apologies for absence**

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

#### **301. Declarations of Interests and dispensations**

Cllr Byatt declared a non-pecuniary interest in planning application DC/18/1703/FUL.

Cllr Knight declared a pecuniary interest in agenda item 309.c and it was advised that in line with the Suffolk Code of Conduct he would need to leave the meeting when this item was considered. The Clerk advised that Cllr Knight may wish to consider applying for a dispensation in relation to standing agenda items relating to CEFAS.

#### **302. To consider the accuracy of the Minutes:**

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

#### **303. Public Forum no one present.**

#### **304. Planning applications**

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

Reference	Address and Description	Ward
DC/18/1693/FUL	27 Kirkley Park Road – replacement windows	Kirkley
It was proposed by Cllr Green, seconded by Cllr Barnard and unanimously agreed to recommend approval of this application.		
DC/18/1703/FUL	16 Grayson Drive – construction of a two storey extension and conversion of garage to studio for physiotherapy (to be used around full time employment)	Pakefield
It was proposed by Cllr Parker, seconded by Cllr Barron and agreed to recommend approval (one abstention and one vote against) of this application.		
DC/18/1761/FUL	Former Lifeguard Station, The Esplande – the works will involve the demolition of the existing timber enclosure, refurbishing the existing timber enclosure, refurbishing the existing structure, fitting shutters rollers externally, reinstating the glazing and fitting a timber access ramp and a raised flooring area.	Kirkley
It was proposed by Cllr Green, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/1749/FUL	10 and 12 Regent Road – conversion of ground floor into two	Harbour

	flats	
It was proposed by Cllr Parker, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/18/1647/COU	147 London Road South – change of use of A1 furniture store to A3 café with ancillary takeaway	Harbour
It was proposed by Cllr Barron, seconded by Cllr Frost and unanimously agreed to recommend approval of this application.		
DC/18/1444/FUL	The High Street Green – erection of a steel-framed pedestal with a history plaque of the upper High Street area attached at an angle of approx. 45% waist high. The whole to be situated on the High Street Green in front of the present ‘Welcome to Lowestoft’ sign.	Harbour
It was proposed by Cllr Byatt, seconded by Cllr Knight and unanimously agreed to recommend approval of this application.		
DC/18/1559/ADN	141 – 142 High Street – non illuminated advertisement – fascia sign	Harbour
It was proposed by Cllr Knight, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/18/1159/FUL	10 Station Road – new 1.7m close boarded fence/concrete posts set behind existing dwarf boundary wall.	Gunton
It was proposed by Cllr Knight, seconded by Cllr Parker and unanimously agreed to recommend approval of this application.		
DC/18/1497/FUL	98 Carlton Road – construction of front porch	Kirkley
It was proposed by Cllr Barron, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/18/1592/FUL	7 Southfield Gardens – construction of Granny Annexe	Elm Tree
It was proposed by Cllr Parker, seconded by Cllr Frost and unanimously agreed to recommend approval of this application.		
DC/18/1548/ADN	Royal Green Marine Parade – Non illuminated advertisement consent. Noticeboard with case for posters and permanent info on Royal Green	Kirkley
It was proposed by Cllr Knight, seconded by Cllr Barron and unanimously agreed to recommend approval of this application.		
DC/18/1276/FUL	29 Grosvenor Road – replace slate tiles with concrete tiles to match adjacent properties.	Kirkley
It was proposed by Cllr Green, seconded by Cllr Barron and unanimously agreed to recommend approval of this application.		

### 305. Planning Determinations

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

DC/18/0652/FUL	Weslyan Chapel, Stanley Street – Change of use from builders’ store to three self-contained dwellings.	Harbour
The Town Council had recommended refusal of the application due to lack of provision for bin storage, however, WDC approved the application with conditions relating to bin storage.		

It was noted that the conditions relating to the retrospective Planning Application DC/0485/ADI 122 High Street, Illuminated advertisement consent recommended by the Town Council regarding the removal of the blue LED lighting may not be applied to the permission grant. It was agreed the Clerk would investigate and report to Planning Enforcement if appropriate. ACTION: Clerk.

### **306. Neighbourhood Planning**

- a) The Area Designation approval had not been received.
- b) A Grant of £5350 had been received from Groundwork UK (Ministry of Housing, Communities and Local Government) to fund the consultancy fee in relation to the creation of the Neighbourhood Plan. ACTION: Clerk to complete paperwork to accept grant conditions.
- c) UVE had provided a draft Neighbourhood Plan template and evidence template. This was considered by the Committee members. It was agreed to accept this as a template for the plan, subject to full council approval, and it commence work on evidence building.
- d) Once the Area Designation was received the Neighbourhood Plan timetable would be agreed.

### **307. Waveney District Council Local Plan – Regulation 19 Consultation**

- a) It was noted that responses had to be submitted by 5.00 pm on 24 May 2018.
- b) It was agreed to appoint UVE Planning Consultations to assist the Town Council in the formation of their response at a cost of £1000. This recommendation would be passed to full council for approval.
- c) The next Parishes Voice Liaison meeting would be held on 11 May and the meeting would discuss how any combined responses to the Local Plan would be submitted.

### **308. Resident infrastructure concerns**

It was noted that several residents had raised the issues of potholes with Cllrs. It was advised that all highways matters needed to be reported via the Suffolk County Council online reporting tool at [www.suffolk.gov.uk/highways](http://www.suffolk.gov.uk/highways).

18.08 Cllr Knight left the meeting

### **309. Sites under ongoing consideration**

**Old Hospital Site** – as agreed at the last meeting, a letter had been sent to the Suffolk Leaders Group to ask for a mechanism to address the future of the site.

**Dip Farm** – no information to report.

**CEFAS** – works were understood to be progressing as planned.

18.10 Cllr Knight returned to the meeting.

### **310. Licensing**

There were no licensing applications to consider. However, Cllr Green stated that discussions had been held with WDC Licensing Officer who had confirmed the only consultations the Town Council would receive would be in relation to Street Trading. Cllr Green was then, the same day, made aware of an application for street trading (selling of ice cream) on Town Council owned land that the Town Council had not been consulted on. ACTION: Clerk to re-contact WDC Licensing Team.

### **311. Consultations**

Suffolk County Council, The Lake Lothing Third Crossing Consultation on proposed Traffic Regulation Measures. It was agreed that the Chair, Cllr Alice Taylor, would respond to this consultation on behalf of the Town Council. ACTION: Cllr Taylor.

### **312. Recycling**

It was noted that Cllr Taylor was developing a policy for adoption by the Town Council. ACTION: Cllr Taylor to develop policy wording.

### **313. Date of the next meeting - 4.00 pm on Tuesday 22 May 2018.**

### **314. Items for the next Agenda.**

To consider picnic benches in the North Denes and any East of England Park Funding which may be available. WDC Local Plan response.

### **315. 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.

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