

# Lowestoft Town Council

## Meeting of the Planning and Environment Committee

**First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE  
16.30 on Tuesday 23 July 2019**

### MINUTES

**Present:** Cllrs Sue Barnard, Alan Green, Jacqueline Hardie, Peter Knight (Chair), Graham Parker, Alice Taylor and David Youngman

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

**Public:** Representatives from Lowestoft Players and the Bethel Theatre

#### **78. Welcome**

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

#### **79. To receive and consider acceptance of apologies for absence**

Apologies had previously been received from Cllr Eastwood who would not be able to attend meeting until September. Acceptance of this long term apology through to September 2019 had been agreed at the 28 May 2019 meeting. Apologies were also received from Cllr Frost accepted by the Council (proposed by Cllr Green and seconded by Cllr Parker).

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

#### **81. To consider the accuracy of the Minutes of 23 July 2019**

Accepted as accurate. Proposed by Cllr Taylor; seconded by Cllr Parker; all in favour.

#### **82. Public Forum**

Denise Mortimer, Suffolk Highways Community Liaison Engineer explained to the Committee that when the Town Council were asked to support requests such as installation of double yellow lines, parking restrictions etc it was not necessarily financial support that was required but evidence of a need for such schemes beyond the request from the individual parishioner – often both Town Council and County Councillor support were needed before schemes could progress. Some schemes would be County Councillor Highways Locality Budget funded.

The Clerk explained that many referrals were still being received from parishioners on the advice from Suffolk Highways and these were often financial contribution based. The Clerk would send examples to Denise Mortimer. It was confirmed that the Town Council does not have a highways budget and Denise would report this back to her communications team and ask that financial referrals were not made to the Town Council.

#### **83. Planning applications**

To consider the following planning applications (all available on [www.eastsuffolk.gov.uk](http://www.eastsuffolk.gov.uk)) and decide the recommendations of the Council:

Reference	Address and Description	Ward
DC/19/2521/LBC	30 High Street – Replace existing plate glass window with Venetian Sash window to Front elevation. Replace plastic rainwater downpipes with reclaimed cast iron downpipes, replace concrete door step with limestone, reinstate boot scraper.	Harbour and Normanston
It was proposed by Cllr Taylor; seconded by Cllr Barnard and unanimously agreed to recommend approval of this application.		
	30 High Street – Replace existing plate glass window with Venetian Sash window to Front elevation. Replace plastic rainwater downpipes with reclaimed cast iron downpipes, replace concrete door step with limestone, reinstate boot scraper.	Harbour and Normanston
It was proposed by Cllr Taylor; seconded by Cllr Barnard and unanimously agreed to recommend approval of this application.		

# Lowestoft Town Council

## Meeting of the Planning and Environment Committee

**First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE  
16.30 on Tuesday 23 July 2019**

DC/19/2722/FUL	6 Wheatfield Road – Construction of a first floor rear extension to rear	Carlton and Whitton
It was proposed by Cllr Taylor; seconded by Cllr Hardie and unanimously agreed to recommend approval of this application. Comments received from a neighbour were noted but the Committee felt these were not material reasons to recommend refusal of the application.		
DC/19/2411/COU	1 Lily Way – Change of use of part of dining room into hairdressers, including internal layout alterations and new exterior door.	Carlton and Whitton
It was proposed by Cllr Youngman; seconded by Cllr Green and agreed (five votes in favour, two against (Cllrs Barnard and Parker) to recommend approval of this application.		
DC/19/2618/FUL	Part side garden 10 Oakwood Road – construction of a three bedroom end of terrace house	Carlton and Whitton
It was proposed by Cllr Barnard; seconded by Cllr Hardie and unanimously agreed to recommend approval of this application.		
DC/19/2735/FUL	1 Elizabeth Close – construction of a bungalow	Harbour and Normanston
It was proposed by Cllr Barnard; seconded by Cllr Hardie and unanimously agreed to recommend refusal of this application due to over development of the site, proximity to road junction and privacy of neighbouring properties		

### 84. Planning Determinations

There were no Planning Determinations made by the Planning Authority which were contrary to the recommendations of the Town Council.

It was unanimously agreed to deal with the next agenda item at this stage in the meeting as Cllr Parker needed to leave the meeting earlier.

### 90. Littering Education Day 'Bin the Butt' – 17 August

Cllr Parker gave a report of a meeting he had attended. It was agreed to support this initiative and recommend to Full Council that a financial contribution of £100 be made towards materials. Proposed by Cllr Green, seconded by Cllr Hardie and unanimously agreed. It was noted that Cllrs Frost and Hardie may be available to assist on the day of the event and all Councillors were welcome to assist ESC with the event.

### 85. Neighbourhood Planning

a. It was noted that Neighbourhood Planning would be progressed by a Sub-Committee of the Planning and Environment Committee as per the Planning and Environment Committee's Terms of Reference.

b. The terms of reference for Neighbourhood Planning Sub-Committee were unanimously agreed.

Proposed by Cllr Taylor, seconded by Cllr Hardie.

c. Working Group Meetings – Cllr Taylor reported that evidence for the Plan was still being gathered.

### 86. Consultations

The following consultations were considered:

86a. Associated British Ports – Port of Lowestoft Master Plan 2018-2036

It was unanimously agreed to ask Cllr Butler to form a Town Council response which would be considered at the next Committee meeting.

86b A letter of support for the 'Barnby Bends' A146 - Suffolk County Council Submission to Transport East for Major Road Network funding.

It was proposed by Cllr Barnard, seconded by Cllr Taylor and unanimously agreed that the Clerk should write a letter of support for this submission. This proposal would be noted at Full Council.

86c Suffolk County Council – Rights of Way Improvement Plan: Suffolk Green Access Strategy consultation.

**Lowestoft Town Council**  
**Meeting of the Planning and Environment Committee**

**First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE**  
**16.30 on Tuesday 23 July 2019**

It was unanimously agreed that Councillors would view this consultation on-line and a response would be formed at the next Committee meeting.

**87. Licensing**

There were no applications to consider.

**88. Sites under ongoing consideration**

The Town Hall feasibility study had commenced and option for the Town Hall may be display at the Heritage Open Days in September. It was also noted that the Town Council survey of July 2018 should be called upon for views relating to future uses for the Town Hall.

**89. Resident infrastructure concerns**

There were no matters to consider.

Item 90 was dealt with earlier in the meeting.

**90. Date of the next meeting – 16.30 on Tuesday 6 August 2019.**

**91. Items for the next Agenda**

Consideration of responses to consultations at agenda item 86a and 86b.

**92. Closure for confidential matters**

There were no matters which required the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted.

**Meeting Closed: 18.30**

Signed: .....  
6 August 2019

DRAFT