

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

**First Floor, Hamilton House, Battery Green Road, Lowestoft NR32 1DE**  
**17:00 on Thursday 28 May 2019**

**MINUTES**

**Present:** Cllrs Sue Barnard, Amanda Frost, Alan Green, Jacqueline Hardie, Peter Knight, Graham Parker Alice Taylor and David Youngman.

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

**Public:** One member, the agent for Planning application DC/19/1906/FUL

**15. Welcome**

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

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

Apologies had 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 was proposed by Cllr Taylor and accepted by Cllr Green.

**17. Declarations of Interests and dispensations**

None.

**18. To consider the accuracy of the Minutes of 30 April 2019**

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

**19. Public Forum**

Mr Ian Riley, the agent for planning application DC/19/1906/FUL presented plans to the Committee, explained the current non-occupation of the buildings and the school's wish to expand its facilities to encourage higher pupil numbers. He confirmed that a public consultation had also taken place via the school and the comments had been considered and responded to.

**20. 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/19/1906/FUL	East Point Academy - Demolish buildings on site and erect a new two-storey teaching block building with associated hard and soft landscaping areas	Kirkley
It was proposed by Cllr Taylor; seconded by Cllr Green and agreed (one abstention) to recommend approval of this application.		
DC/19/1966/FUL	18 - 20 Norwich Road - Replace the front elevation match with the next shop	Harbour
It was proposed by Cllr Hardie; seconded by Cllr Barnard and unanimously agreed to reject this application as it did not contain sufficient for it to be properly considered by the Committee.		
DC/19/1848/FUL	626 London Road South - To build a single detached garage to rear of property in garden. Access to garage from single track to rear of property from Pakefield Street. Garage to be single skin brick with concrete single pitch roof in buff brick with white cement. Garage to have single personnel door to side and up and over or roller door to front.	Kirkley
It was proposed by Cllr Barnard; seconded by Cllr Frost and unanimously agreed to recommend approval of this application		

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DC/19/1951/FUL	35 Clover Way - Side and rear extensions and new cladding	Gunton
It was proposed by Cllr Hardie; seconded by Cllr Parker and unanimously agreed to recommend approval of this application.		
DC/19/1950/FUL	17 Grove Road - Fit view vertical sliding sash windows to replace old and rotten windows. New windows ECO slide PVC 'A' Listed.	Harbour
It was proposed by Cllr Hardie; seconded by Cllr Youngman and unanimously agreed to recommend approval of this application.		

**21. Planning Determinations**

The following Planning Determinations made by the Planning Authority which were contrary to the recommendations of the Town Council were noted:

DC/19/1368/FUL	6A The Avenue - Fit view vertical sliding sash windows to replace old and rotten windows. New windows ECO slide PVC 'A' Listed.	Harbour
It was proposed by Cllr Hardie; seconded by Cllr Youngman and unanimously agreed to recommend approval of this application.		

**22. Neighbourhood Planning**

22.1 The Working Group membership was confirmed as Cllrs Breakspear, Butler, Taylor, Barnard, Frost and the Working Group would meet at 4.00 pm on a Monday afternoon. Cllr Taylor was appointed Chair of the Working Group.

22.2 Cllr Taylor reported that the Working Group had been briefed on the concept of Neighbourhood Planning, how the Plan could compliment the Waveney Local Plan and the work that was needed to bring the plan to fruition. At the next meeting members would be assigned tasks.

22.3 It was agreed that some budget may be needed to support the work of the Neighbourhood Plan but once the new grant funding had been confirmed this would be considered in more detail.

At this point in the meeting, Cllr Taylor brought the Committee's attention to East Suffolk Council's intention to apply for a grant to look at High Street regeneration. Cllr Taylor then referred to an article that the Lowestoft Journal had published entitled "work starts on project to regenerate town centres under pressure".

**At 17.50 Both Cllr Hardie and Cllr Knight left the meeting as they felt the discussion could affect their pecuniary interests**

It was agreed that the Committee, on behalf of the Town Council, were disappointed at the lack of consultation and particularly the absence of any information on the engagement of the People and Places Partnership given that the project aimed to "develop joined-up thinking across all stakeholders". Cllr Taylor had also heard Peter Aldous MP speak on the subject of regeneration of the centre of Lowestoft and it was agreed to invite him to address the Town Council. It was also agreed that the Deputy Clerk would contact Framlingham Town Council as they had been a pilot for the People and Places Partnership research and to ask to what extend East Suffolk had engaged with them.

<https://www.lowestoftjournal.co.uk/news/regeneration-town-centres-suffolk-plans-1-6072768>

**At 17.55 Cllr Hardie and Cllr Knight returned to the meeting.**

**23. Third Crossing Naming**

Representative to the judging panel (Year 5 School Competition) and to attend Stakeholder Meeting (21 June) – it was proposed by Cllr Parker, seconded by Cllr Barnard and agreed to appoint Cllr Youngman to this role, however, it was then noted that an appointment had already been made by Full Council.

**24. Traffic Calming**

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It was noted that Town Council since its formation had received numerous complaints about speeding and requests for traffic calming. Whilst not the authority for Highways, a local council can contribute to such schemes. However, there was currently no Town Council budget provision. It was agreed that an amount could be considered as part of the 2020/21 budget setting and namely £4,000 for the purchase of a vehicle activated sign.

**25. Consultations**

To consider the following consultations:

25.1 College Road - Suffolk Highways proposal to remove part of the existing 1-Hour Limited Parking on College Road. The 1-Hour Limited Parking will be removed between St. Aubyn's Road and Harold Road and will provide more on-street parking available for residents and their visitors.

It was proposed by Cllr Hardie, seconded by Cllr Barnard and agreed that the Committee were happy to support this proposal.

18.00 Cllr Taylor left the meeting.

**26. Licensing**

There were no applications to consider.

**27. Sites under ongoing consideration**

It was agreed (proposed by Cllr Barnard, seconded by Cllr Hardie, that matters relating to access to the Normanston Allotments should be progressed by the AID Committee.

**28. Resident infrastructure concerns**

28.1 New bus shelter in Waveney Road the erection of this new shelter with County Council funding was noted.

28.2 The committee were content to support the placement of benches in Kensington Gardens and Rosedale Park as recommended by the AID Committee.

**29. Date of the next meeting – 16.30 on Tuesday 3 June 2019.**

**30. Items for the next Agenda -**

31. At 18.10 it was proposed by Cllr Green, seconded by Cllr Barnard and resolved that under the Public Bodies (Admission to Meetings) Act 1960, 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.

The Committee noted Planning Enforcement actions on land in the Town Council's ownership.

**Meeting Closed: 18.15**

Signed: .....

3 June 2019