

**Lowestoft Town Council Planning Committee  
For the attention of all Committee Members**

You are summoned to attend a Meeting of the Planning Committee of Lowestoft Town Council which will be held at **Whitton Residents' Hall, Hawthorn Avenue, Lowestoft, Suffolk, NR33 9BB** at 16.30 on Tuesday 22 June 2021.

**The meeting is open to the public and press to attend** and those attending the meeting shall be informed that the meeting may be reported on (including recording, photographing and filming). This does not apply to confidential items. Comments can also be submitting regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via the following link:

<https://us02web.zoom.us/j/89771419440>. The meeting can also be observed via the following link:

<https://youtu.be/YemUhUkr6JM>. *In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.*

The minutes and all public documents associated with this agenda will be published as usual. *In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.*

Councillors must register relevant interests and also declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011 a councillor with a **disclosable pecuniary interest** in a matter on the Agenda cannot take part or vote on that matter, unless they have been granted a dispensation. Under the Council's Code of Conduct a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which cases they will need to consider whether they should leave the room

To help prevent the spread of Covid-19, all attendees should bring their own refreshments, their own pen for signing in, and should dress appropriately given the need for increased ventilation on the site. Every person attending should make their own risk assessment of the advisability of attending and/or any measures they should take individually to ensure their safety.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

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Shona Bendix, Clerk

16 June 2021

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**Remote meeting to commence at 16.30 on Tuesday 22 June 2021**  
Stream Link: <https://youtu.be/YemUhUkr6JM>

**AGENDA**

**23. Welcome**

To explain the fire evacuation procedure, welcome the meeting, and remind councillors and members of the public right to report.

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

**25. Declarations of Interests and dispensations**

a. To receive Declaration of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the Agenda

b. To receive and consider written requests for dispensations for Disclosable Pecuniary Interests

**26. To consider the draft Minutes of 8 June 2021.**

**27. To consider any advance comments from the public on any matters on this agenda.**

**28. To consider voting arrangements for this committee going forward.**

**29. Planning applications**

a. 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	District Ward
DC/21/2580/FUL	11 The Parklands - Conversion and extension of existing double garage and all associated works, to form self-contained annexe, ancillary to the main dwelling.	Carlton and Whitton
DC/21/2777/FUL	14 Summerfield Gardens - Single storey, flat-roof rear extension	Carlton and Whitton
DC/21/2354/FUL	32 The Avenue - Construction of a rear extension	Kirkley and Pakefield
DC/21/2616/VOC	Pakefield Caravan Park Arbor Lane - Variation of Condition 2 of W8089/7 - Use of approx 7.1 acres as static holiday caravan site and the construction of roads, drains and hardstanding for reorganised layout ("The Bushes Site"), north of Arbor Lane, Pakefield. To allow for 11 month holiday occupation.	Kirkley and Pakefield
DC/21/2627/FUL	59 Durban Road - Proposed Out Building	Kirkley and Pakefield
DC/21/2707/FUL	186 London Road South - Refurbishment of existing retail shop front and installation of 2no. New windows at first floor level; alterations to the rear street elevation to accommodate vehicle access for loading to the rear storage room; new first floor rear extension and exterior alterations; change of use of entire first floor to form a separate 2 bedroom flat with dedicated entrance door and bin store to the rear	Kirkley and Pakefield
DC/21/1641/PN3	141 London Road South - Prior Notification - change of use from A1 to A3 use. No building work will be carried out at the premises	Kirkley and Pakefield
DC/21/1187/FUL	Land Rear Of 17 Yarmouth Road - construction of a 3 bedroom detached bungalow and garage.	Harbour and Normanston
DC/21/2361/PN3	Tackle Exchange, 2 Essex Road - Prior Notification - Convert the corner shop into a studio flat, which would give the area much needed affordable housing	Harbour and Normanston
DC/21/2557/FUL	Holm Sands, 9 Gunton Cliff – Flue will run external up the side of the property (right side). A twin wall flue system through the wall using a wall sleeve, 135 degree tee for external sweeping and drain cap for condensation drain, two stainless steel external supports, external pipe finished in Stainless Black (to match the black drainpipes and guttering) and wind master cowl fitted.	Gunton and St Margarets

# Lowestoft Town Council

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**b.** To note that the Planning Authority has received the following applications for repair/replacement windows within a Conservation Area and this will be assessed in line with East Suffolk Councils window policy scoring system. <https://www.eastsuffolk.gov.uk/planning/design-and-conservation/conservation-areas/value-your-historic-windows/window-policy-scoring-system/>

Reference	Address and Description	District Ward
DC/21/1750/FUL	232 London Road South - Replace the existing windows with upvc sash with haunches and Georgian bars. The replacement windows will be to the first and second floor, front and back	Kirkley and Pakefield

**c.** To note any reports from the East Suffolk Council Referral Panel:

**30.** Extension of North Lowestoft Conservation Area Appraisal – to note adoption of the revised conservation area appraisal and designation of the additional areas as part of the North Lowestoft Conservation Area from 11 June 2021.

**31.** The Sizewell C Project – notice of proposed changes consultation – to note the consultation and submit any comments as appropriate.

**32.** Highways

To consider a request from a resident to extend yellow lines in Cliftonville Road.

**33.** Date of the next meeting – 5.00 pm Tuesday 6 July 2021

**34.** Items for the next Agenda.