

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**17.00 on Tuesday 28 March 2023**

**MINUTES**

**Present:** Cllrs Sonia Barker, Wendy Brooks (arrived 17.03), Alan Green, Peter Knight (Chair), Peter Lang, and Andy Pearce (arrived 17.03).

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

**Public:** There were no members of the public in attendance (either in person or remotely via Zoom webinar)

**204. Welcome**

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

**205. Apologies for absence**

Apologies were received from Cllr Le Grice and Newsome, who had provided reasons. Cllr Lang proposed approval of the apologies received; seconded by Cllr Barker; all in favour.

**206. Declarations of Interests and dispensations.**

a. Declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda – Cllr Pearce declared he was Chair of the Gunton Residents Association and had previously been involved with residents concerned about planning application DC/22/4169/RG3. Cllr Brooks declared

b. Written requests for dispensations and note dispensations granted – There were none.

**207. Minutes**

a. The draft Minutes of 7 March 2023 – Cllr Lang proposed approval of the minutes; seconded by Cllr Barker; all in favour.

**208. Public Forum**

There was no one in attendance or any comments received ahead of the meeting.

**209. Planning applications**

a. To consider the Town Council’s position on dealing with consultations for applications for replacement windows – it was agreed to defer this item to the next meeting

b. Consideration of the following planning applications (all available on [www.eastsuffolk.gov.uk](http://www.eastsuffolk.gov.uk)) and deciding the recommendations of the Council. The following applications were considered in line with the National Planning Policy Framework, the Waveney Local Plan, the emerging Lowestoft Neighbourhood Development Plan and the Council’s duly considered biodiversity pursuant to obligations under the Natural Environment and Rural Communities Act 2006 and the Town Council’s Climate and Ecological Emergency declarations.

*Table 1 - List of East Suffolk Planning Applications*

Reference	Address and Description	District Ward
DC/23/0864/FUL	243 Long Road - Construction of detached garage and carport	Carlton and Whitton
It was proposed by Cllr Brooks, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/23/0709/FUL	11 Vermeer Close - Retrospective Application - Two storey extension to rear of property. To add additional bedroom and living space. Create new window opening on west elevation. K-Rend finish to extension and part front elevation exterior	Gunton and St Margaret’s

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**17.00 on Tuesday 28 March 2023**

Reference	Address and Description	District Ward
It was proposed by Cllr Brooks, seconded by Cllr Lang and agreed (four votes in favour (Cllrs Green, Brooks, Lang, Knights) two abstentions (Cllrs Pearce and Barker)) to recommend refusal of this application as the size of the extension was considered to be overdevelopment of the property.		
SCC_0011_23W	Harbour Pupil Referral Unit - Horizon School, Saturn Close - Removal of existing 2m high Weldmesh fence and erection of a 2.4m height Weldmesh fence (with bolted steel sheets up to 1.8m) between the existing secondary school and primary school building Removal of existing 2m high Weldmesh fence and erection of a 2.4m height Weldmesh fence (with bolted steel sheets up to 1.8m) between the existing secondary school and primary school building	Gunton and St Margaret's
It was proposed by Cllr Green, seconded by Cllr Lang and agreed (six votes in favour, one abstention (Cllr Brooks)) to recommend approval of this application.		
SCC_0085_21W_VOC	Harbour Pupil Referral Unit - Horizon School, Saturn Close - Variation of condition 2 (approved documents) of application SCC/0085/21W - to incorporate changes to air source heat pumps, air conditioning units and cladding.	Gunton and St Margaret's
It was proposed by Cllr Green, seconded by Cllr Lang and agreed (six votes in favour, one abstention (Cllr Brooks)) to recommend approval of this application. Cllr Brooks was concerned for constant low level noise that may be generated from the air source heat pumps and air conditioning.		
DC/23/1062/FUL	Tesco Superstore Leisure Way - Install 3x 4 Fan CO2 Gas Cooler & 3x CO2 Compressor Enclosure	Gunton and St Margaret's
It was proposed by Cllr Brooks, seconded by Cllr Lang unanimously agreed to recommend approval of this application.		
DC/23/1137/TEL	Grass Verge Of A1117 Peto Way - Prior Notification - Telecommunication equipment and cabinets	Harbour and Normanston
It was proposed by Cllr Lang, seconded by Cllr Brooks unanimously agreed to recommend approval of this application.		
DC/23/0688/FUL	Sparrows Nest Whapload Road-Replacement windows at public buildings and business in Sparrows Nest Gardens.	Harbour and Normanston
It was noted that Lowestoft Town Council were the applicant and landowner for this application and no recommendation would be submitted.		
DC/23/0927/FUL	4 Princes Walk - Proposed replacement garage, extension on dwelling to incorporate annex and outbuilding in garden.	Harbour and Normanston
It was proposed by Cllr Brooks, seconded by Cllr Green unanimously agreed to recommend approval of this application.		
DC/23/0521/LBC	Flat 4 16 High Beech -Retrospective Consent for replacement double glazed Upvc window in the Kitchen and new Gas boiler in the kitchen	Harbour and Normanston

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**17.00 on Tuesday 28 March 2023**

Reference	Address and Description	District Ward
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed that the replacement windows should be considered in line with 10.26 of the Window Replacement Guidance in the ESC Historic Environment SPD and that the boiler is recommended for approval subject to the Planning Officer being content with the installation at a listed building.		
DC/23/0773/FUL	14 Pakefield Road-Replace wooden sash bay windows at front of house in lounge and first floor bedroom with white upvc single bar sash windows	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Pearce unanimously agreed that the replacement windows should be considered in line with 10.26 of the Window Replacement Guidance in the ESC Historic Environment SPD		
DC/23/0530/FUL	Maisonette 374 London Road South-Adaptions to existing dwellings to create 3 new self contained flats along with associated works.	Kirkley and Pakefield
It was proposed by Cllr Lang, seconded by Cllr Brooks and unanimously agreed to recommend refusal of this application as the adaptions were over development of property, there was not provision for bin or cycle storage and due to concerns expressed from Suffolk Highways regarding lack of parking.		
DC/23/0900/FUL	28 Pakefield Road - Single storey rear extension	Kirkley and Pakefield
It was proposed by Cllr Green, seconded by Cllr Lang unanimously agreed to recommend approval of this application.		
DC/23/1136/TEL	Grass Verge Of Blackheath Road -Prior Notification - Telecommunication equipment and cabinets	Kirkley and Pakefield
It was proposed by Cllr Lang, seconded by Cllr Pearce unanimously agreed to recommend approval of this application.		
DC/22/4169/RG3	Land between Constable Close and Harbour Road – Proposed construction of pedestrian and cycle bridge over railway and associated works	Oulton Broad
Cllr Lang proposed approval of the application. This proposal was not seconded. Cllr Pearce proposed refusal of the application (but noted that some concerns from when the original application had been submitted had been mitigated) due to the road safety issues with the egress onto Harbour Road, an area that had safety issues due to industrial use, the removal of mature trees and the impact of the ecology of the area from this, and no assurances that new planting would be ever green and, therefore, unaddressed privacy concerns. Seconded by Cllr Brooks; and agreed (three votes in favour (Cllrs Pearce, Brooks and Green), two against (Cllrs Lang and Knight) and one abstention (Cllr Barker)).		
DC/23/0730/FUL	13 Pound Farm Drive - Conversion of Garage to en-suite	Oulton Broad
It was proposed by Cllr Brooks, seconded by Cllr Green agreed (five votes in favour, one against (Cllr Lang)) to recommend approval of this application.		

b. The following planning recommendations which had been made under delegated authority were noted:

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**17.00 on Tuesday 28 March 2023**

DC/23/0811/FUL	23 Clover Way -Dormer, porch, reduce some window sizes and potential render and brick slips to existing elevations. Pitched roof to existing garage.	Gunton and St Margaret's
It was recommended to support this application.		
DC/23/0767/FUL	Apartment 4 St Georges House The Esplanade -Retrospective Application - Change from French doors to Bi-fold doors.	Kirkley and Pakefield
It was agreed to recommend approval subject to the Planning Officer verifying the accuracy of the information contained within the heritage statement; that the doors to be replaced are not of heritage value and seek assurances that the replacement doors will be of a design to match those in the surrounding area.		
DC/23/0766/FUL	25 Cliftonville Road- Construction of side and rear extension and pergola frame to front elevation.	Kirkley and Pakefield
It was recommended to support this application.		
DC/23/0777/TEL	Grass Verge of Yarmouth Road -Prior Notification - Telecommunications mast and equipment/power cabinets.	Gunton and St Margaret's
It was recommended to support this application.		
DC/23/0729/FUL	20A Wilson Road-Conversion of detached garage to Annexe	Kirkley and Pakefield
It was recommended to support this application.		

**210. Lowestoft Neighbourhood Development Plan**

An update was received on the Regulation 14 consultation and councillors were provided with the suggested timetable to progress the plan to referendum.

**211. Consultations**

a. The Five Estuaries Project Stage 2-community consultation was noted.

**212.** To consider any correspondence from East Suffolk Council in response to matters raised by the Town Council relating to:

a. Seafront Vision Project – the response received, to date, was noted. Any further comments would be considered at the next meeting.

b. Scheme of Delegation including Planning Referral process for planning application decisions – no response had been received to correspondence sent to the Planning Manager at East Suffolk Council. It was agreed that this item

**213.** Date and time of the next meeting – Tuesday 11 April 2023 at 18.45

**214.** Items for the next agenda – as agreed above.

The meeting was closed 18.05

Signed:

.....  
 11 April 2023