

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18.45 on Tuesday 2 May 2023**

**MINUTES**

**Present:** Cllrs Sonia Barker, Wendy Brooks (Deputy Chair), Alan Green, Peter Knight (Chair) and Andy Pearce

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

**225. Welcome**

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

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

Apologies were received from Cllrs LeGrice, Lang and Newsome with reasons provided. Cllr Pearce proposed approval of apologies; seconded by Cllr Green; all in favour.

**227. Declarations of Interests and dispensations.**

a. To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable Interests from councillors on items on the Agenda – Cllr Brooks declared an interest in application DC/23/0989/FUL due to association with the applicant. Cllr Pearce declared he was Chair of the Gunton Residents Association.

b. To consider written requests for dispensations and note dispensations granted – There were none.

**228. Minutes**

a. To consider the draft Minutes of 18 April 2023 – Cllr Pearce proposed approval of the minutes; seconded by Cllr Green; all in favour.

**229. Public Forum**

a. To consider any advance comments from the public on any matters on this agenda – There were no members of the public in attendance and no comments had been received ahead of the meeting.

**230. 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:

*Table 1 - List of East Suffolk Planning Applications*

Reference	Address and Description	District Ward
DC/22/4871/FUL	7 Dene Road- <b><u>Replace Seven existing timber, single glazed sash box vertical sliding windows with UPVC vertical sliding sash windows in white including pvc sash horns</u></b>	Gunton and St Margaret's
Cllr Brooks was concerned that the work may have already been carried out and that the windows were out of character for a conservation area. It was proposed by Cllr Green, seconded by Cllr Knight and agreed (three votes in favour (Cllrs Barker, Green and Knight), one against (Cllr Brooks) and one abstention (Cllr Pearce)) to recommend approval of this application.		
DC/23/0910/FUL	37 St Peters Street- <b><u>Remove plastic window frame 1st floor and replace with wooden sash and remove tiles from either side of shop window</u></b>	Harbour and Normanston
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		

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Reference	Address and Description	District Ward
DC/23/1280/FUL	Apex Scaffolding Barnard's Way <b><u>Erection of 3 no. light industrial units (Class E(g)) and 4 no. office units (Class E(g)), following demolition of existing building</u></b>	Harbour and Normanston
It was proposed by Cllr Green, seconded by Cllr Knight and unanimously agreed to recommend approval of the application, subject to the applicant being mindful of the recommendations in the Environmental Protection Report.		
DC/23/0599/FUL	28B And 28C Denmark Road <b><u>-Replace front four windows of first floor and second floor flats</u></b>	Harbour and Normanston
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/23/0748/FUL	Seaview House, Marina- <b><u>Change house to 3 flats. Was flats before, but did not conform to building regulations. 3 luxury flats are more appropriate in this area than a 7 bedroom house.</u></b>	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend refusal of the application until Suffolk Highways' concerns have been addressed.		
DC/23/1514/FUL	412 London Road South- <b><u>Extensions and alterations</u></b>	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/23/0844/FUL	St Marys Primary School Kirkley Cliff Road <b><u>-Various external works to the school site including replacement fencing, access gates and gazebos</u></b>	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/23/0989/FUL	57 Kirkley Cliff Road – <b><u>Replacement windows</u></b>	Kirkley and Pakefield
<i>Cllr Brooks temporarily left the chamber at 19:09</i>		
It was proposed by Cllr Pearce, seconded by Cllr Barker and unanimously agreed to recommend approval of this application.		
<i>Cllr Brooks returned to the chamber at 19:11</i>		

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Reference	Address and Description	District Ward
DC/22/4693/FUL	38 Birds Lane - <b><u>Demolish existing dwelling house and construct replacement chalet bungalow together with new vehicular access</u></b> (amended plans)	Kirkley and Pakefield
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend refusal of the application until the concerns raised by Suffolk Highways have been addressed.		

*Cllr Barker temporarily left the chamber at 19:17*

**b.** To note the Planning Officer refusal of application DC/23/0767/FUL - retrospective application for the doors at Apartment 4, St Georges House, The Esplanade, as the works are considered to harm the character of the building and the Conservation Area and are not considered to match the surrounding. The Town Council had made a recommendation for 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 – This was noted.

*Cllr Barker returned to the chamber at 19:19*

**231. Matters relating to the Planning Authority (East Suffolk Council):**

- a. To consider a response to communication regarding the Scheme of Delegation including Planning Referral process for planning application decisions – it was felt that the response received from the Planning Manager did not address the concerns raised. Cllr Pearce proposed the concerns be over transparency, consistency and representation with the current the scheme of delegation be communicated directly to the Scrutiny Committee and for the Scrutiny Committee to review the delegations and provide the opportunity for a Lowestoft Town Council representative to attend and support this recommendation; seconded by Cllr Brooks; all in favour.
- b. Scrutiny Committee Annual Report 2022/23 – this was noted.
- c. Planning Performance Report October to December 2022 – there were concerns that the climate issues were not a high priority. Cllr Green proposed to query with East Suffolk Council what was meant by ‘lead by example’ and how this would be implemented; seconded by Cllr Knight; all in favour.
- d. Community Infrastructure Levy - Examiner’s Report – this was noted.

**232. To consider membership of the East Suffolk Planning Alliance**

It was proposed by Cllr Brooks, seconded by Cllr Green and unanimously agreed to be affiliated with East Suffolk Planning Alliance.

**233. Date and time of the next meeting – Tuesday 23 May 2023 at 17.00**

**234. Items for the next agenda.**

*The Chair closed the meeting at 19:48*

Signed: .....  
 23 May 2023