

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18.45 on Thursday 8 February 2024**

**MINUTES**

**Present:** Cllrs Wendy Brooks, Jen Jones (Chair), Christian Newsome (Deputy Chair), Andy Pearce and Elise Youngman

**In Attendance:** Lauren Elliott (Project and Committee Clerk) and Taylor Williams (Committee Clerk)

**Also in Attendance:** Three representatives for the development of the Land of Waveney Drive and Ben Woolnough (East Suffolk Council)

**Public:** Five members of the public (in person)

**151. Welcome**

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

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

No apologies were received and all Committee members were in attendance.

**153. 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 Pearce declared he was the Chair of Gunton Residents Association and the Lowestoft Town Council (LTC) representative on the Lowestoft Kittiwake Partnership.

b. To consider written requests for dispensations and note dispensations granted – No written requests for dispensations had been received.

**154. Public Forum**

a. To consider any advance comments from the public on any matters on this agenda – One member of the public read his advanced comments on the need to consider flood risk mitigation for the development. Members of the public would be permitted to ask questions after the presentation of item 156.

**155. Minutes**

a. To consider the draft Minutes of 25 January 2024 – Cllr Brooks proposed approval. Cllr Pearce raised two items of concern: one misspelling on page two and the missed request for a holding objection under application DC/23/4865/FUL. Cllr Brooks amended her proposal to approval subject to officers checking and amending the minutes as requested; seconded by Cllr Pearce; all in favour.

**156. To receive a presentation on proposed development at Land off Waveney Drive**

The three presenters introduced themselves as representing Pegasus Planning Group, Status List and the architectural firm respectively and presented the development plans for the site. This development included five-hundred homes, 3.2 hectares of employment land and maintained access to the wharf facilities. There were development constraints with flood zones two and three on the site and solutions were being sought for this, such as raising the land, as opposed to relying on the flood barrier.

The Waveney Local Plan and Lowestoft Neighbourhood Plan were being reviewed, particularly with regards to the biodiversity and environmental considerations, and the site plan included a green corridor and visual sightlines to the waterfront.

The presenters assured the Committee that this development would benefit the community with a transformed site, new homes and job opportunities (throughout the construction phase and after completion of the project). A public exhibition was planned for 14<sup>th</sup> February at East Point Pavilion from 14:00-19:00, which the presenters encouraged members of the public to attend. The planning application was intended to be submitted in spring 2024.

The Committee raised concerns on the flood risk of the site, if the site was suitable for housing development and what infrastructure would be available for the area. The Committee added that

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mitigations for the site contamination and economic viability would need to be evidenced in the application and requested assurances on whether any future regeneration of the inner harbour would be jeopardised by this development.

The presenters confirmed they were aware of the decontamination works and all other concerns raised would be considered and evidenced in the application.

Members of the public also raised the need for flood risks to be mitigated and for the five-hundred homes to have infrastructure. The presenters assured the public that they would demonstrate the mitigations of flood risk and infrastructure in their application.

*At 19:29 the three presenters and three members of the public left the chamber*

*The Project and Committee Clerk temporarily left the chamber at 19:29*

*The Project and Committee Clerk returned to the chamber at 19:30*

**160. To receive feedback from the East Suffolk Planning Forum**

It was agreed to bring item 160 forward in the meeting to discuss with Ben Woolnough present. Cllr Brooks had attended the forum and commented on the good attendance, which Ben Woolnough confirmed to be over one-hundred attendees, and how informative the forum was, though noted that the new Call-In system seemed overly complicated.

Cllr Pearce raised issues with Lowestoft Town Council not being allowed to provide input on the scheme of delegation or have representation at the meeting, highlighting what he felt was a lack of openness and accountability with East Suffolk Council.

Ben Woolnough assured the Committee that East Suffolk Council had been working to address the issue of the referral process and engage with all one-hundred-and-seventy-five town and parish councils, whilst working within the process of delegation, and noted the new process would be monitored after six months.

**157. 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/23/4507/VOC	80 Cotmer Road - <b><u>Variation of Condition 5 of DC/13/2350/FUL - Construction of house including demolition of existing - Wishing to change Hawthorn to Cherry Laurel to the front elevation</u></b>	Carlton and Whitton
It was proposed by Cllr Brooks to recommend approval of the application, seconded by Cllr Newsome, four votes in favour (Cllr Brooks, Jones, Newsome and Youngman) and one vote against (Cllr Pearce)		
DC/24/0150/FUL	42 Gunton Church Lane - <b><u>Proposed single storey extensions and detached garage</u></b>	Gunton and St Margarets
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application.		
DC/24/0235/ADI	42 London Road North - <b><u>illuminated consent: - Replace 1no. Projecting signage with new 600mm. - Replace 1no. Fascia and 1no. Logo with 1no. New blue fascia &amp; 1no. New 385mm logo height. - Replace 1no. ATM surround and decals with new. - Replace safety manifestation with new.</u></b>	Harbour and Normanston

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Reference	Address and Description	District Ward
<p>Cllr Pearce proposed to recommend approval, which was not seconded.</p> <p>Cllr Brooks proposed to recommend refusal of the application in line with the comments made by Heritage Action Zone to reduce illumination in the area, seconded by Cllr Newsome, two votes in favour (Cllrs Brooks and Newsome), two abstentions (Cllrs Jones and Youngman) and one vote against (Cllr Pearce). The proposal was carried.</p>		
DC/24/0082/CLE	39 Kirkley Cliff Road - <b><u>Certificate of Lawful Use (Existing) - To establish the lawfulness of the use of garage building as an independent residential unit [use class C3 (Dwellingshouses)] for a continuous period in excess of four years.</u></b>	Kirkley and Pakefield
<p>It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend refusal until more information is received on the nature layout and design of the residential dwelling, how the former use has been changed to residential and if it is suitable to be residential.</p>		
DC/24/0122/FUL	19 Ship Road - <b><u>Single storey rear extension following demolition of existing conservatory.</u></b>	Kirkley and Pakefield
<p>It was proposed by Cllr Pearce, seconded by Cllr Youngman and unanimously agreed to recommend approval of the application.</p>		

b. The following applications for tree works subject to a tree preservation order (TPO) and/or proposed works to trees within a Conservation Area (TCA) were noted:

Reference	Address and Description	District Ward
DC/24/0259/TPO	Grove Farmhouse West 241 Stradbroke Road - <b><u>G1: Various Group consisting of Yew, Sycamore and Laural. Reduce the first 3 trees closest to the property to height as shown on below photo (approx. 2m height reduction of tallest tree). Reshape the canopy of the entire tree line back to the driveway kerb edge of 241 Stradbroke Road. All as general maintenance.</u></b>	Kirkley and Pakefield

**158. To receive an update on whether East Suffolk Council accepted the corrected Lowestoft Town Council consultee response on DC/23/4933/DEM**

Officers had submitted the request for a correction on the consultee response and were pursuing this with East Suffolk Council.

**159. To consider the contents and implications of DC/23/4933/DEM and whether the Lowestoft Town Council Planning Committee would like to take a formal position on the matter**

It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to consider resolving the matter amicably with East Suffolk Council via dialogue and, due to the time-sensitive nature of the issue with pending demolition works, seek legal advice on the Town Council's options should East Suffolk Council decline the resolutions, including if it is an option to seek an injunction to prevent the demolition works until the matter of the kittiwake colony adjacent to the building has been resolved.

**160. To receive feedback from the East Suffolk Planning Forum**

This item was brought forward in the meeting and addressed after item 156.

**161. To appoint a representative to attend the ESPA Conference on 17 February 2024**

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It was proposed by Cllr Newsome, seconded by Cllr Jones and unanimously agreed to nominate Cllr Pearce. Cllr Pearce requested officers to provide further details on the location and confirm if this required in-person attendance.

**162. To appoint a representative to attend the Sizewell C Forum**

It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to nominate Cllr Brooks. The communications for the forum would be re-sent to Cllr Brooks.

**163. Licensing**

163.1. To consider the following Licensing Applications:

163.1a. Temporary Pavement - Door to the Cosmos - 307 London Road South, Lowestoft, NR33 0DX - 4 chairs and 2 tables with day and times as follows: Wednesday to Friday 10:00 - 16:00 & Saturday 10:00 - 16:00 – The Committee declared a collective interest in this item as the application was from a fellow Councillor who owned the business. It was proposed by Cllr Pearce, seconded by Cllr Youngman and unanimously agreed to approve the application.

163.1b. Street Trading Consent Renewal - Farmhouse Kitchen - Hadenham Road, Lowestoft - Hot & Cold snacks and refreshments, with days and times as follows: Monday to Friday 07:30 - 15:00, Saturday 07:30 - 13:00 and Sunday 10:00 - 16:00 – It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to approve the application.

**164. Consultations:**

a. Street Trading Policy – Cllr Brooks proposed approval, seconded by Cllr Newsome, four votes in favour (Cllrs Brooks, Jones, Newsome and Youngman) and one abstention (Cllr Pearce) as the Councillor had not reviewed the policy.

**165. Date and time of the next meeting** - 18.45 Thursday 22 February 2024.

**166. Items for the next agenda**

*The Chair closed the meeting at 20:30*

Signed: .....

22 February 2024