

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18.45 on Thursday 9 January 2025**

**MINUTES**

**Present:** Cllrs Jen Jones (Chair), John Murray (Deputy Chair), Christian Newsome, Andy Pearce, Bernadette Rappensberger and Deborah Ray

**In Attendance:** Taylor Williams (Committee Clerk and Planning Assistant)

**135. Welcome**

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

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

Apologies were received from Cllrs Wendy Brooks and Neil Coleby with reasons provided. It was proposed by Cllr Pearce, seconded by Cllr Rappensberger and unanimously agreed to approve the apologies received.

**137. 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 the Gunton Residents Association. Cllr Rappensberger declared she lived near the house of application DC/24/4412/FUL but was not acquainted with the owners and had not been approached regarding the application.

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

**138. Minutes**

a. To consider the draft minutes of 19 December 2024 – A query was raised on whether East Suffolk Planning and District Councillors had been contacted for clarification of the referral process as had been resolved at the previous meeting. The Committee were informed this had not yet been actioned due to the winter break. An update was requested at the next meeting.

It was proposed by Cllr Newsome, seconded by Cllr Murray and unanimously agreed to approve the minutes.

**139. Public Forum**

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

**140. 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/24/4443/FUL	298 Beccles Road Carlton Colville - <b><u>Single Storey Front Extension</u></b>	Carlton and Whitton
It was proposed by Cllr Murray, seconded by Cllr Rappensberger and unanimously agreed to recommend approval of the application.		
DC/24/4460/FUL	6 Clover Way - <b><u>Single storey front and rear extensions and extension above existing garage plus internal alterations to suit.</u></b>	Gunton and St Margarets
It was proposed by Cllr Murray, seconded by Cllr Ray and unanimously agreed to recommend approval of the application.		

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Reference	Address and Description	District Ward
DC/24/4304/FUL	11 Regent Road - <b><u>Retrospective Application - Continued use as House in Multiple Occupation</u></b>	Harbour and Normanston
<p>The Committee acknowledged the objection from the neighbour and noted the issues raised were not material planning considerations.</p> <p>The Committee noted the exceptional circumstances statement and felt no genuine exceptional circumstances had been demonstrated.</p> <p>Cllr Pearce proposed to endorse the Suffolk Highways objection on unsuitable cycle storage and parking with a request to bring the application back for consideration once the applicant has responded to the objection. It was noted the Suffolk Fire and Rescue Service had recommended sprinklers be installed, which the Committee agreed should be done for the safety of the residents.</p> <p>Cllr Pearce amended his proposal to endorse the Suffolk Highways holding objection and request the Local Planning Authority consider the recommendation from Suffolk Fire and Rescue Service; seconded by Cllr Rappensberger; all in favour.</p>		
DC/24/4363/ADN	137 Oulton Road - <b><u>Non Illuminated Advertisement - Remove existing signage and graphics replacing with new</u></b>	Harbour and Normanston
<p>It was proposed by Cllr Pearce, seconded by Cllr Murray and unanimously agreed to recommend approval of the application and request if this is for an exterior sign, that adhesion be considered to ensure durability and avoid deterioration of the sign.</p>		
DC/24/3647/FUL	33 Marine Parade - <b><u>Change of use of Guest house to private dwelling</u></b>	Kirkley and Pakefield
<p>It was proposed by Cllr Rappensberger, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application, but request any consent for change of use to private residence should specifically exclude future conversion to HMO without a full planning application and consent.</p>		
DC/24/4412/FUL	72 Carlton Road - <b><u>Replacement / Refurbishment of Existing Balcony - Removing Staircase</u></b>	Kirkley and Pakefield
<p>It was proposed by Cllr Pearce, seconded by Cllr Rappensberger and unanimously agreed to recommend approval of the application.</p>		

**141. To consider the process to designate the Crown Hotel as an Asset of Community Value**

The Committee agreed to it would be good to see the building maintained as an entertainment venue, but there was uncertainty on the ownership of the building and its state of degradation. In addition, Lowestoft Town Council (LTC) was committed for the next two years with refurbishment projects.

It was proposed by Cllr Pearce, seconded by Cllr Newsome and unanimously agreed for officers to clarify details of the process with East Suffolk Council, including:

- the current ownership status and current planning consent
- if this was a worthwhile route to achieve the shared regeneration aims

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- if LTC, as the nominee, would be responsible for triggering the six-month moratorium period and raising the funds for the bid
- if the asset's previous status as a hotel would mean it was not eligible for nomination
- if the asset's closure in 2009 means it qualifies as having serviced the community in recent years

**142. To consider a response to the consultation for the Broads Authority Design Guide and Code Supplementary Planning Document (SPD)**

It was proposed by Cllr Ray, seconded by Cllr Murray and unanimously agreed to endorse the Guide and Document as it stands with no amendment.

**143. Date and time of the next meeting** - 18.45 Thursday 23 January 2025

**144. Items for the next agenda**

No items were requested for the next agenda.

*The Chair closed the meeting at 19:16*

Signed: .....  
23 January 2025