

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18.45 on Thursday 28 November 2024**

**MINUTES**

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

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

**115. Welcome**

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

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

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

**117. 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 – There were no declarations.

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

**118. Minutes**

a. To consider the draft Minutes of 24 October 2024 and 14 November 2024 – It was proposed by Cllr Brooks, seconded by Cllr Murray and unanimously agreed to approve the minutes.

**119. Public Forum**

a. To consider any advance comments from the public on any matters on this agenda – No members of the public were in attendance. An advance comment had been submitted in relation to item 121.

**120. 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/24/3905/FUL	113 London Road North - <b><u>Change of Use to HMO retaining front existing ground floor for commercial use</u></b>	Harbour and Normanston

It was proposed by Cllr Pearce, seconded by Cllr Murray and unanimously agreed to recommend refusal of the amended application due to the application not demonstrating the exceptional circumstances required by the Waveney Local Plan 8.4 and the planning history of the site as a material consideration, with particular reference to sections 1 and 3 of the Design and Access Statement – Reasons of Refusal, as the applicant had not remedied the identified issues.

Whilst the area was not in a former Heritage Action Zone, it was in an area linking other such sites and was part of the former main retail area. The Planning Committee urged East Suffolk Council as the Local Planning Authority, if they were serious in the economic regeneration of Lowestoft and around the town centre, the proliferation of HMOs in two of the most deprived wards nationally, does not demonstrate that the Local Planning Authority is committed to the regeneration as HMOs are transitory housing and contribute to the message of neglect and abandonment.

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Reference	Address and Description	District Ward
DC/24/3998/DEM	<b><u>St Peters Court Chapel Street - Prior Notification (Demolition) - 17 Storey Block of Residential Flats. The Building is now Vacant &amp; Redundant, Demolition will Remove Risks Associated with a Vacant Building and Make the Site Ready for Redevelopment. Soft Stripping by Hand, Demolition by Controlled Mechanical from the 16th Floor Down to 5th using Top Down Method, Followed by High Reach Machinery.</u></b>	Harbour and Normanston
<p>It was proposed by Cllr Pearce, seconded by Cllr Murray and unanimously agreed to recommend refusal of the proposed demolition until evidence is supplied that shows all reasonable alternatives have been demonstrated to repair and repurpose the existing building. The Town Council appreciates there would be a cost for the renovation and repurposing of the building, but there would also be a financial and environmental cost for demolition, and the Town Council notes that East Suffolk Council have declared a climate emergency and have obligations such as mitigating the total CO2 expenditure in the process of demolition. Should the Local Planning Authority permit the demolition to proceed, then the Committee requests there be further liaison with East Suffolk Council Ecology and any measures be adopted to prevent avoidable wildlife disturbance, including disturbance to nesting birds should the demolition timetable run into the nesting season and should the building be used as a nesting site for birds or a roosting site for bats within the town.</p>		
DC/24/3953/FUL	<b><u>Manor House Pakefield Street - Alterations to facilitate ancillary use of existing outbuilding as annexe for Manor House</u></b>	Kirkley and Pakefield
<p>It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend approval of the application subject to the amendments specified in the East Suffolk Council Design and Heritage consultee response being completed to the satisfaction of the Design and Heritage team.</p>		
DC/24/3954/LBC	<b><u>Manor House Pakefield Street - Listed Building Consent - Alterations to facilitate ancillary use of existing outbuilding as annexe for Manor House</u></b>	Kirkley and Pakefield
<p>It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to recommend approval of the application subject to the amendments specified in the East Suffolk Council Design and Heritage consultee response being completed to the satisfaction of the Design and Heritage team.</p>		
DC/24/4107/FUL	<b><u>110 Pakefield Street - Rear extension, internal alterations and front wall replacement</u></b>	Kirkley and Pakefield
<p>It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to request that the Design and Access Statement that the application confirmed has been supplied be uploaded to the portal and then brought back to the Committee for consideration.</p>		

b. It was noted that the Planning Authority received the following application for works for trees subject to a tree preservation order (TPO) and/or proposed works to trees within a Conservation Area (TCA). The Committee requested the rationale for the felling of the maple tree be queried with the Local Planning Authority.

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DC/24/4152/TCA	28 Corton Road - <b><u>1 no. Maple (T1 on plan) - Fell 5 no. Beech (5 x Beech on plan) - Reduce by approx. 40% to old pollard points</u></b>	Gunton and St Margarets
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c. It was noted that the Planning Authority received the following application for repair/replacement windows within a Conservation Area and this will be assessed in line with East Suffolk Council's Historic Environment Supplementary Planning Document | June 2021 | Windows, Doors and Porches:

Reference	Address and Description	District Ward
DC/24/3853/FUL	31 Marine Parade - <b><u>Replacement of all windows and doors to the front and rear of the property.</u></b>	Kirkley and Pakefield

d. The following recommendations made under delegated authority when the Planning Committee did not meet on 10 October 2024 were noted:

Reference	Address and Description	District Ward
DC/24/1424/FUL	42 Westland Road - <b><u>Erection of garage and boundary fence</u></b>	Carlton and Whitton

It was agreed to recommend approval of the application.

DC/24/2999/FUL	Gunton Garage 265 - 271 Yarmouth Road - <b><u>Demolition of the existing sales building, forecourt, vacant site manager's bungalow, and hand car wash facility, and for the erection of a new sales building with a drive-thru facility to provide 'Food to Go'/ hot food takeaway, along with a forecourt, pumps, canopy, car wash, underground tanks car parking including EV bays, and associated works</u></b>	Gunton and St Margarets
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It was agreed to recommend approval of the application, subject to the information requested by Suffolk Highways being provided.

DC/24/3293/FUL	17 Johnson Way - <b><u>Proposed single storey front extension</u></b>	Gunton and St Margarets
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It was agreed to recommend approval of the application.

DC/24/3346/FUL	17 Gunton Church Lane - <b><u>Proposed first floor side and single storey rear extensions</u></b>	Gunton and St Margarets
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A consultee comment was unable to be submitted as the application expired before a decision was agreed.

DC/24/3267/P3MA	23 Alexandra Road - <b><u>Prior Approval Commercial to Dwelling - Part 3 Class MA - Development consisting of a change of use of a building and any land within its curtilage from a use falling within Class E (commercial, business and service) of Schedule 2 to the Use Classes Order to a use falling within Class C3 (dwellinghouses)</u></b>	Harbour and Normanston
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	It was agreed to recommend approval of the application, subject to the applicant meeting the requirements set out by Suffolk Highways and East Suffolk Environmental Protection.	

**121. To consider a request from a member of the public to support re-painting of yellow lines at Wentworth Way NR33 9JJ**

It was proposed by Cllr Pearce, seconded by Cllr Newsome and unanimously agreed to write to Suffolk Highways on this approach and receive clarification on whether the parking bays were designated to particular property in the title deeds and if Suffolk County Council, as stated by the resident, did respond to the inquiry confirming they were unable to assist as it was considered under the jurisdiction of another authority, and receive the feedback at a future meeting.

**122. Date and time of the next meeting** - 18.45 Thursday 12 December 2024

**123. Items for the next agenda**

No items were requested.

*The Chair closed the meeting at 19:33*

Signed: .....

19 December 2024