

**Lowestoft Town Council**  
**Meeting of the Planning Committee**  
**First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE**  
**18.45 on Thursday 24 October 2024**

**MINUTES**

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

**In Attendance:** Sarah Foote (Acting Town Clerk) and Taylor Williams (Committee Clerk and Planning Assistant)

**94. Welcome**

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

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

Apologies were received from Cllrs Neil Coleby, Andy Pearce, Bernadette Rappensberger and Deborah Ray. It was proposed by Cllr Newsome, seconded by Cllr Brooks and unanimously agreed to accept the apologies received.

**96. 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 Newsome declared he had been approached by a member of public regarding item 100.

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

**97. Minutes**

a. To consider the draft Minutes of 12 and 26 September 2024. It was proposed by Cllr Newsome, seconded by Cllr Murray and unanimously agreed to approve the minutes.

**98. Public Forum**

a. To consider any advance comments from the public on any matters on this agenda – Comments had been received from members of the public regarding application DC/24/3455/FUL. The Committee examined the comments and would consider them when reviewing the application.

**99. 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/24/3028/FUL	30 Stephenson's Walk - <b><u>Installation of an Air Source Heat Pump on the rear of property - to be used as main source of heating</u></b>	Gunton And St Margarets
It was proposed by Cllr Murray, seconded by Cllr Newsome and unanimously agreed to recommend approval, subject to Environmental Protection being satisfied with the application and any other necessary safety checks not raising any concerns.		
DC/24/3367/FUL	124-124A Bevan Street East - <b><u>Installation of External Security Shutters</u></b>	Harbour And Normanston
It was proposed by Cllr Brooks, seconded by Cllr Murray and unanimously agreed to recommend approval.		
DC/24/3455/FUL	47 London Road South - <b><u>Change of use from 7 bedroom house (Class C3) to 6 bedroom HMO (Class C4)</u></b>	Kirkley And Pakefield

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Reference	Address and Description	District Ward
It was proposed by Cllr Brooks, seconded by Cllr Newsome and unanimously agreed to recommend refusal as there had been no material change in the application and the Committee's concerns on the poor quality of accommodate and the flood risk had not been addressed.		
DC/24/3524/FUL	Oddfellows Arms 6 Nightingale Road - <b><u>Remove window at first floor, enlarge opening and fit new wider window.</u></b>	Kirkley And Pakefield
It was proposed by Cllr Newsome, seconded by Cllr Murray and unanimously agreed to recommend approval as long as the windows were in the same style as the existing windows.		

b. The Committee noted that the Planning Authority had received the following applications for repair/replacement windows within a Conservation Area, which 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/24/3191/FUL	27 Kirkley Cliff Road - <b><u>Replacement Windows (2)</u></b>	Kirkley And Pakefield

**c.DELEGATION**

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
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
DC/24/3293/FUL	17 Johnson Way - <b><u>Proposed single storey front extension</u></b>	Gunton And St Margarets
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
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

Reference	Address and Description	District Ward
DC/24/3391/TPO	Land At 10, 11 And 12 Sedlescombe Road - <b><u>TPO/360/2004 T3 1no. Oak (Tree 678 on plan) - Reduce southwest lateral growth by 2m</u></b>	Carlton And Whitton

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Reference	Address and Description	District Ward
DC/24/3300/FUL	23 Marine Parade - <b><u>Replacement of Front &amp; Rear Windows</u></b>	Kirkley And Pakefield

**100. To consider a request for the introduction of resident parking in Lorne Road NR33 ORF**

It was proposed by Cllr Newsome, seconded by Cllr Brooks and unanimously agreed to support the request and direct the member of public to the Highways Authority to progress.

**101. Date and time of the next meeting** - 18.45 Thursday 14 November 2024

**102. Items for the next agenda**

An item was requested for an update from East Suffolk Council on the consultation of variance of conditions regarding HMOs.

The Chair closed the meeting at 18:58

Signed: .....  
 28 November 2024