

**Lowestoft Town Council Planning Committee  
For the attention of all Committee Members**

You are summoned to attend a Meeting of the Planning Committee of Lowestoft Town Council, which will be held at **First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE** at 18.45 on Thursday 9 January 2025.

**The meeting is held in accessible premises and open to the public and press to attend.** Those attending shall be informed that the meeting may be reported on (including recording, photography and filming). This does not apply to confidential items. Comments can also be submitted regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via the following link: <https://us02web.zoom.us/j/87678774863>. The meeting can also be observed via YouTube on the following link: <https://youtube.com/live/8KnQ3x9Tmlc>.

*In providing any comments members of the public accept that, where they are suitable, they may be considered at the meeting and published in our minutes. Any individual submitting the comments should ensure that their name, address and contact details are included in their communication and should note that anonymous submissions will not be accepted. Members of the public accept that their name may be noted and recorded at the meeting. However, their contact details will not be noted and reported publicly.*

Councillors must register relevant interests and declare them at a meeting if they have such an interest in a matter to be considered. Under the Localism Act 2011, a councillor with **relevant interests** in matters on the agenda cannot take part or vote on those matters, unless they have been granted a dispensation. Under the Council's Code of Conduct, a councillor must leave the meeting room if they have such an interest, unless they have been granted a dispensation. There may be other interests or matters in which councillors might be considered to be biased or predetermined in which case they will need to consider whether they should leave the room.

The Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity as part of relevant decisions.

Regards,

*Sarah Foote*

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Sarah Foote, Acting Town Clerk

3 January 2025

**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**

**AGENDA**

**135. Welcome**

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

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

**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.

b. To consider written requests for dispensations and note dispensations granted.

**138. Minutes**

a. To consider the draft minutes of 19 December 2024.

**139. Public Forum**

a. To consider any advance comments from the public on any matters on this agenda.

**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
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
DC/24/4304/FUL	11 Regent Road - <b><u>Retrospective Application - Continued use as House in Multiple Occupation</u></b>	Harbour and Normanston
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
DC/24/3647/FUL	33 Marine Parade - <b><u>Change of use of Guest house to private dwelling</u></b>	Kirkley and Pakefield
DC/24/4412/FUL	72 Carlton Road - <b><u>Replacement / Refurbishment of Existing Balcony - Removing Staircase</u></b>	Kirkley and Pakefield

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

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

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

**144. Items for the next agenda**