

Lowestoft Town Council

Meeting of the Planning and Environment Committee

Remote meeting to commence at 16.00 on Tuesday 20 October 2020

Stream Link: <https://youtu.be/NcmkGjo-C1Y>

MINUTES

Video meeting participants: Cllrs Sue Barnard, Amanda Frost, Alan Green, Jacqueline Hardie, Peter Knight (Chair), Andy Pearce and Alice Taylor

Also participating: James Cox (Finance and Administration Assistant) and Lauren Elliott (Committee Clerk)

495. Welcome

Councillors and members of the public were reminded of the right to report and application of the video meeting protocol, and the meeting was welcomed.

496. Apologies for absence

Apologies were received from Cllr Graham Parker. Cllrs Tara Carlton and Tracey Eastwood had not provided apologies and were absent. Cllr Pearce proposed acceptance of the apologies received; seconded by Cllr Green; all in favour.

497. Declarations of Interests and dispensations

Regarding application DC/20/3848/FUL, Cllr Pearce advised that he lived near the property but had no pecuniary or local non-pecuniary interest in the application, and had no pre-determination. Cllr Hardie advised she had been contacted by a member of the public regarding application DC/20/3762/FUL, but only for advice on how best to contact the Council. All Committee members had received a public comment regarding this application.

498. Noting that the minutes of 13 October 2020 will be agreed at the next appropriate meeting Cllr Hardie had noticed a typographical error in the minutes and will email officers with the details.

499. Advance comments from the public on any matters on this agenda

A comment had been received regarding application DC/20/3762/FUL, and had been circulated to all Committee members ahead of the meeting. Cllr Knight had received a comment from a member of the public regarding his Chairing of the meetings. Committee members were advised to report any issues, particularly if they felt that their decision making had been swayed by the Chair. The Committee did not feel this was the case. Information on planning applications is provided to the Committee in advance, which includes images from Google maps and a short comment from the Chair to focus on certain areas of importance, if appropriate. Committee members are aware that they are not bound by any comments provided by the Chair, which are for information only.

500. Planning applications

a. Consideration of the following planning applications (all available on www.eastsuffolk.gov.uk) and deciding the recommendations of the Council:

Table 1 Planning Applications

Reference	Address and Description	District Ward
DC/20/4162/FUL	Tesco Express 105 London Road North - Proposal to install CO2 gas cooler plant, 3x AC units, 1x AC Fan unit and satellite dish	Harbour and Normanston
The Environmental Protection Officer had raised a query regarding the acoustic assessment, but it appears this has been addressed with a subsequent Noise Impact Assessment. It was proposed by Cllr Hardie and seconded by Cllr Pearce to recommend approval of this application. Six Councillors voted in favour and one Councillor abstained from the vote (Cllr Frost was having difficulty hearing the Chair and did not feel she had heard enough of the discussion to enable her to vote).		
DC/20/3899/FUL	6 Elizabeth Close - Extension above existing flat roofed extension and new workshop.	Harbour and Normanston
It was proposed by Cllr Taylor, seconded by Cllr Green and unanimously agreed to recommend approval of this application.		

Lowestoft Town Council

Meeting of the Planning and Environment Committee

Remote meeting to commence at 16.00 on Tuesday 20 October 2020

Stream Link: <https://youtu.be/NcmkGjo-C1Y>

Reference	Address and Description	District Ward
DC/20/3745/FUL	Flats 1-6, 7-16 And 17-22 Adrian Court Alexandra Road - Refurbishment of the entrances in the rear courtyard, entrance of flat 1-6 new door, front side screen and 2 side screens, flats 7-16 (No Number 13) new door and side screen and flats 17-22 new door, 2 front side screens and 2 side screens. At present wooden doors ad side screens and some chipboard panels in multi-colours, changing to brown rosewood upvc doors and side screens etc. Leaving existing corner posts	Harbour and Normanston
It was proposed by Cllr Green, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/20/3656/FUL	20 Cedar Drive - to pitch existing garage roof from a flat roof	Carlton and Whitton
It was proposed by Cllr Hardie, seconded by Cllr Taylor and unanimously agreed to recommend approval of this application.		
DC/20/3972/FUL	62 Harebell Way - Ground floor extension to rear consisting of entry porch, bedroom and en-suite shower, WC and handbasin	Carlton and Whitton
It was proposed by Cllr Hardie, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/20/3995/FUL	88 Yarmouth Road - New Front Porch	Gunton and St Margarets
It was proposed by Cllr Green, seconded by Cllr Hardie and unanimously agreed to recommend approval of this application.		
DC/20/3762/FUL	Greensleeves Nightingale Road - Extension of current garage to form a disabled persons holiday accommodation	Kirkley and Pakefield
A comment from a member of the public had been received about this application, which had been circulated to all Committee members ahead of the meeting. The member of the public had expressed concerns about the significant height increase, which was a concern shared by the Committee. The member of the public was also concerned about loss of light, and the Committee used the information it had available from the application to consider how the extension would affect neighbouring properties. It was proposed by Cllr Barnard, seconded by Cllr Hardie and unanimously agreed to recommend refusal of this application, based on the significant height increase, and the resultant potential issues regarding shading and breaching privacy of neighbouring properties, plus overdevelopment of the site and the change to the street scene.		
DC/20/4045/FUL	17 Spencer Drive - Extension to existing property at the front, right hand side and rear	Gunton and St Margarets
Although this would be a change to the street scene, the Committee felt it would not be detrimental and other properties have undergone adaptations. It was proposed by Cllr Taylor, seconded by Cllr Hardie and unanimously agreed to recommend approval of this application.		
DC/20/4025/FUL	1 Dene Road - Replacement of existing timber windows with sliding sash PVCu windows in the same design and proportions as the original windows Replacement of timber front door with Composite/PVCu in a similar design and colour to original. Care will be taken to maintain the original placement of the windows behind the face brickwork to retain the sightline dimensions therefore keeping the visual impact to a minimum	Gunton and St Margarets

Lowestoft Town Council

Meeting of the Planning and Environment Committee

Remote meeting to commence at 16.00 on Tuesday 20 October 2020

Stream Link: <https://youtu.be/NcmkGjo-C1Y>

Reference	Address and Description	District Ward
	Details of East Suffolk Council's window policy scoring system had been circulated to the Committee ahead of the meeting. It was queried whether, going forward, any window replacement applications should be referred back to East Suffolk Council, as the Town Council does not have enough information to make an assessment, and the scoring system is how the outcome of the application will be determined anyway. It was requested that enquiries be made with East Suffolk Council to see if an energy efficiency assessment could be incorporated into the scoring system too. It was suggested that the Town Council should still receive these applications, as the Town Council may identify something important which may otherwise be overlooked. It was proposed by Cllr Taylor and seconded by Cllr Knight to recommend approval of this application. Three Councillors voted in favour and four Councillors voted against. It was clarified that at this stage the Committee could not make a policy decision on how to manage replacement window applications going forward, but could only make a recommendation on this specific application for now. It was proposed by Cllr Pearce and seconded by Cllr Barnard to recommend refusal of this application as the property is in a conservation area and the Committee understood, based on the information received, that the current windows were the original windows and it appears the replacement of them would not be permitted under East Suffolk Council's scoring system. Four Councillors voted in favour and three Councillors voted against.	
DC/20/3939/VOC	Gunton Lodge, Gunton Avenue - Variation of Condition No.2 of DC/17/4142/FUL - Construction of a chalet bungalow - Updated drawing number from 2217.1B to 2690.20.1C	Gunton and St Margarets
There was a concern that the property seemed large in relation to the size of the plot. However, permission has already been granted and it is only the variation which is to be considered. It was proposed by Cllr Green, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/20/3848/FUL	42 Gainsborough Drive - Two storey side extension with replacement garage and single storey porch to front and single storey utility to rear.	Gunton and St Margarets
It was proposed by Cllr Taylor and seconded by Cllr Pearce to recommend approval of the application. Six Councillors voted in favour and one Councillor abstained from the vote.		

b. Applications for tree works - Noting that the Planning Authority has received the following applications for works for trees subject to a tree preservation order (TPO) and/or proposed works to trees within a Conservation Area (TCA).

Table 2 Applications for tree works

Reference	Address and Description	District Ward
DC/20/4062/TCA	50 The Avenue Lowestoft - Front garden 1 x Conifer - Fell to ground level as causing interference with drains.	Kirkley and Pakefield
This application was noted and the Committee had no concerns.		
five day notice	Rear of Kirkley Manor - To note two Pines covered by TPO 338 would usually require a formal application, however due to the lean and root plate heaving along with the close proximity to the neighbouring property, works are being carried out as per the exemption five day notice. Replacement planting to be 1 x Acer campestre 8-10cm and 1 x Tilia Greenspire 8-10cm to mitigate the loss of the pines this planting season.	Kirkley and Pakefield
This was noted and the Committee had no concerns.		
DC/20/4126/TPO	38 Uplands Road North - TPO 62. Rear garden. 1 x Oak - Reduce back to previous reduction points. Reason: to reduce leverage on branch unions and cable bracing	Carlton and Whitton
This application was noted and the Committee had no concerns.		

c. Reports from the East Suffolk Council Referral Panel – There were none.

Lowestoft Town Council

Meeting of the Planning and Environment Committee

Remote meeting to commence at 16.00 on Tuesday 20 October 2020

Stream Link: <https://youtu.be/NcmkGjo-C1Y>

d. Planning Determinations issued by the Planning Authority which were contrary to the recommendations of the Town Council – There were none.

e. Noting that Planning Appeal APP/X3540/D/20/3252166 Hackbridge, 61 London Road (provision of dropped kerb and parking to front garden space) had been dismissed by the Planning Inspectorate – This was noted.

501. Consultations

Consideration of the following consultations

a. East Suffolk Council - how can we better engage you in the planning process – The Committee would like to submit formal responses to the three consultations listed in items 501a, 501b and 501c, but would like more time to consider its responses. It was therefore agreed to carry these items forward to the next agenda. The Neighbourhood Development Plan Sub-Committee will be meeting in the interim, and although the agenda has already been issued, it was requested that some thought be given to the responses at that meeting, even if only via an informal discussion.

b. East Suffolk Council - how can we improve cycling and walking – An East Suffolk Council officer will be providing more information about the Cycling and Walking Strategy to the Climate Emergency Committee, ahead of its next meeting. That Committee will be asked to submit any comments to this Committee to feed into the formal consultation response.

c. East Suffolk Council - the impact of housing development on protected habitat sites – This was covered during the discussion of item 501a.

502. Noting East Suffolk Council publication of 'Local Validation List' in relation to submitting planning applications – It was requested that this item be carried forward to the next agenda and any additional information circulated to the Committee.

503. Noting application DC/20/2593/FUL High Dene, 105 Park Road (change of use from C2 residential care home to large HMO) will be heard at the East Suffolk Council Planning Committee on Tuesday 10 November and agree how the Town Council will be represented at this – It was proposed by Cllr Hardie, seconded by Cllr Knight and unanimously agreed that Cllr Green represents the Town Council at this meeting.

504. Noting that the Standing Orders and Policies Sub-Committee are considering Committee and Sub-Committee structures and Terms of Reference, and consideration of whether to submit any comments – The Standing Orders and Policies Sub-Committee will be conducting this review at their meeting in January, and all Committees and Sub-Committees are being asked to submit comments beforehand. The Town Council has several Committees, Sub-Committees and Working Groups, many of which came into being at different times. There are matters which require consideration from the different perspectives of several of the Committees and Sub-Committees, which could risk conflicting resolutions being reached. This review aims to streamline the Council's processes and improve how each Committee, Sub-Committee and Working Group considers matters and communicates with one another.

505. **Date of the next meeting** – 17.00 Tuesday 10 November 2020

506. Items for the next Agenda

It was requested that an item be added to the next agenda to consider how this Committee will deal with applications for replacement windows.

Thanks were offered to the Chair and to staff who had supported the meeting, and the meeting was closed 17:27.


.....

Signed:

10 November 2020