

Lowestoft Town Council
Meeting of the Planning Committee
First Floor, Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Tuesday 10 August 2021 17:00

MINUTES

Present: Cllrs Wendy Brooks, Alan Green, Peter Knight (Chair), Peter Lang, Andy Pearce and Alice Taylor

In attendance: James Cox (Finance Assistant) and Lauren Elliott (Committee Clerk)

Public: There were no members of the public in attendance (either in person or via Zoom webinar)

56. Welcome

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

57. Apologies for absence

No apologies had been received and all Committee members were in attendance. Cllr Alan Green was welcomed as a member of the Committee.

58. Declarations of Interests and dispensations

a. Declarations of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the Agenda – There were none.

b. Written requests for dispensations for Disclosable Pecuniary Interests – There were none.

59. The draft Minutes of 27 July 2021 – Also the draft Minutes of 6 July 2021 Minutes, which were not considered at the last meeting. Cllr Brooks had identified a typographical error in one of the draft Minutes (possibly 6 July) and was advised to email officers with the details. Subject to this possible amendment, it was proposed by Cllr Pearce, seconded by Cllr Lang and unanimously agreed to accept the Minutes of 6 July 2021 and 27 July 2021.

60. Advance comments from the public on any matters on this agenda – No advance comments had been received and no members of the public were in attendance, either in person or via Zoom webinar.

61. Committee Membership

a. Cllr Alan Green has become a member of this committee – Cllr Green’s membership was noted and welcomed.

b. A request from Cllr Frost to join this Committee and following consideration make a recommendation to Full Council (Standing Order 7a) applies – It was commented that the reasons Cllr Frost’s request to join this Committee had not been approved previously had not changed, and she had made no apology for derogatory comments made against other Councillors. Cllr Taylor made a proposal to approve Cllr Frost’s request to join this Committee. Cllr Knight seconded the proposal. Cllr Taylor voted in favour. Cllrs Brooks, Lang and Pearce voted against. Cllrs Green and Knight abstained from the vote. Cllrs Lang and Pearce agreed that if Cllr Frost withdrew her comment, without the need for an apology, their objections would be removed.

62. Planning applications

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

Table 1 Planning Applications

Reference	Address and Description	District Ward
DC/21/3493/ADN	169-170 High Street - Retrospective Application for Non Illuminated Advertisement - Retention of 2 fascia signs with name of business so that our customers can find us	Harbour and Normanston
This is in the Heritage Action Zone. Some businesses in this area have been updating their signage to bring it in line with the heritage of the area. This can be considered at an appropriate time but the Committee would like to support small businesses, particularly during their recovery from the economic effects of the pandemic. Cllr Lang proposed support of this application; seconded by Cllr Pearce. Cllrs Green, Knight, Lang, Pearce and Taylor voted in favour. Cllr Brooks voted against.		

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Reference	Address and Description	District Ward
DC/21/2741/ADN	Proposed Advertising Board Peto Way - Non Illuminated Advertisement Consent - Hoarding to display details of Gull Wing bridge construction on the southern approach of the project	Harbour and Normanston
It was proposed by Cllr Brooks; seconded by Cllr Lang and unanimously agreed to recommend approval of this application.		
DC/21/2740/ADN	Proposed Advertising Board Peto Way - Non illuminated Advertisement Consent - Hoarding to display details of Gull Wing bridge construction on the northern approach of the project	Harbour and Normanston
It was proposed by Cllr Brooks, seconded by Cllr Lang and unanimously agreed to recommend approval of this application.		
DC/21/3506/FUL	29 High Street - To replace old, existing skylight on front elevation roof (High Street side)	Harbour and Normanston
As this property is in a conservation area, it was noted that this may be subject to East Suffolk Council's point-scoring matrix, although it was not known whether this extends to skylights. It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/21/3507/FUL	29 High Street - Listed Building Consent - To replace old, existing skylight on front elevation roof (High Street side)	Harbour and Normanston
It was noted that this application appeared to have been withdrawn.		
DC/21/3021/FUL	60 Denmark Road - Application to create driveway/carstanding in front garden	Harbour and Normanston
It was noted that Suffolk Highways had submitted a holding objection until the correct documentation had been provided by the applicant. Cllr Taylor proposed a recommendation to refuse this application at this stage as the correct documentation had not been submitted, there seemed to be road signage which would obstruct the driveway and would be difficult to move, and it was felt that paving over front gardens was not beneficial to the neighbourhood. Cllr Lang seconded the proposal and all Councillors voted in favour.		
DC/21/3642/FUL	5 Ringsfield Road - First floor front extension	Harbour and Normanston
It was proposed by Cllr Taylor, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/21/3568/PN3	23 Waveney Road - Prior Notification - 1) The proposed building change of use from office to a single dwelling will offer good levels of natural light and ventilation through the use of the current windows to the east and north where the bedroom and dining accommodation will be placed as plan no. 2815.21.1 attached to the application. 2) D&S attached with FRA and contamination report 3) Change of Use from Office to Dwelling (1) One	Harbour and Normanston
It was noted that this property is within Flood Zone Two. A flood assessment had categorised the risk as a one in two hundred year event. Cllr Taylor proposed support of this application; seconded by Cllr Lang. Cllrs Brooks, Green, Knight, Lang and Taylor voted in favour of the proposal. Cllr Pearce abstained from the vote.		
DC/21/3439/FUL	1 Westwood Avenue -Additional storey over existing single storey side extension	Carlton and Whitton
It was proposed by Cllr Lang; seconded by Cllr Green and unanimously agreed to recommend approval of this application.		
DC/21/3567/FUL	9 Pollard Piece - Construction of a single storey rear extension	Carlton and Whitton
It was proposed by Cllr Lang; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		

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Reference	Address and Description	District Ward
DC/21/3600/FUL	Dovecote Arbor Lane - Demolition of existing dwelling rebuilding of new dwelling, fencing and materials	Kirkley and Pakefield
It was noted that Suffolk Highways had recommended certain conditions if this application were to be approved. It was proposed by Cllr Lang, seconded by Cllr Pearce and unanimously agreed to recommend approval of this application, subject to adherence to the conditions recommended by Suffolk Highways.		
DC/21/3570/FUL	9 Glebe Close - Construction of two detached single storey dwellings and all associated works	Gunton and St Margaret's
It was noted that four neighbours had objected to the application. Cllr Brooks proposed a recommendation to refuse this application, due to overdevelopment of the site, the ecological impact and loss of habitat for wildlife, particularly due to the presence of a wildlife corridor. The proposal was seconded by Cllr Lang. Cllrs Brooks, Green, Knight, Lang and Pearce voted in favour. Cllr Taylor voted against.		
DC/21/3537/FUL	36 Gunton Drive - Amendment - New porch and single storey rear extension	Gunton and St Margaret's
It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		
DC/21/3635/FUL	Green Gables, Gunton Avenue - Construction of a 1.5 storey side extension	Gunton and St Margaret's
It was proposed by Cllr Brooks; seconded by Cllr Pearce and unanimously agreed to recommend approval of this application.		

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) and comment as appropriate.

Table 2 Applications for Tree Works

Reference	Address and Description	District Ward
DC/21/3505/TCA	52 Kirkley Park Road - Rear garden 1 x young Sycamore - Reduce by up to 50%, to keep small 1 1 x Horse Chestnut - Remove 2 x low branches overhanging shed	Kirkley and Pakefield
DC/21/3502/TCA	Pineholm 4 Heather Road - Rear garden 1 x small Holm Oak - Pollard as tree is within close proximity of an outbuilding. 1 x larger Holm Oak - Crown lift up to 3m and Crown thin by the removal of deadwood rubbing / crossing branches. Tree works are routine maintenance for the health of the trees.	Gunton and St Margaret's
DC/21/3692/TCA	8 Corton Road 4 x Sycamore and 1 x Lime - Fell due to excessive size and shading, making the area more easily manageable. All 5 trees within a row of trees acting as hedge along rear alley, these ones are close to parking area others to remain, gap to be filled with native species	Gunton and St Margaret's

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

63. Meeting Schedule

Day and time of Planning Committee meetings and agree a schedule of meeting dates – It was suggested that it would be beneficial not to have Planning Committee meetings on the same day as Full Council meetings, particularly as the Arnold's Bequest Charity Board also meets quarterly on the same day and the Planning Committee meetings cannot start any earlier in the day, due to the availability of its members. It was suggested that the Planning Committee could instead meet on the first and third Tuesdays of each month. The Parks and Open Spaces Sub-Committee currently meets monthly on the third Tuesday of the month at 17:30, but it was suggested that the Sub-Committee could review the start times of its meetings as a co-ordinated change and push it back to 18:00 if needed. Cllr Knight proposed that staff review the possibility of the Planning Committee meetings being held on the first and third Tuesdays of the month, starting from September, and report back to the next meeting; seconded by Cllr Lang; all in favour. The

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Standing Orders and Policies Sub-Committee has recently reviewed the Adverse Weather Policy and Cllr Pearce had enquired whether it would be possible for officers to join meetings remotely if Councillors were in attendance in person. It is understood this would be possible and is being looked into, particularly during any adverse weather conditions.

64. Date of the next meeting – 24 August 2021 at 16:30.

65. Items for the next Agenda – There were no requests for items to be added to the next agenda.

Meeting closed 17:46.



Signed:

7 September 2021