

Lowestoft Town Council

For the attention of all Councillors

You are summoned to attend a **Planning Committee** meeting of Lowestoft Town Council, which will be held at **Hamilton House, Battery Green Road, Lowestoft, NR32 1DE** at **18:45** on **Thursday 12 February 2026**.

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, photographing and filming). This does not apply to confidential items. Comments can also be submitting regarding any item on the agenda in advance of the meeting. Members of the public can join the meeting remotely via [Teams](#). The meeting can also be observed via [YouTube](#).

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.

S. L. Foote

.....
Sarah Foote, Town Clerk
10 February 2026

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
18:45 Thursday 12 February 2026

AGENDA

178 Welcome

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

179 To receive and consider approval of apologies for absence

180 Declarations of Interests and dispensations

180.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from councillors on items on the agenda

180.2 To consider written requests for dispensations for interests and note dispensations granted

181 To consider the draft minutes of the meeting on 8 January 2025

182 Public forum

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public.

183 Planning Applications

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

Reference	Address and Description	District Ward
DC/25/4595/FUL	13 Surrey Street - Change of use of building from Class E (offices) to a Class C4 10-bedroom house in multiple occupation.	Harbour And Normanston
DC/25/4799/FUL	265 St Peters Street - Driveway and Dropped kerb installation	Harbour And Normanston
DC/26/0030/VOC	97A Normanston Drive - Variation of Condition No.2 of DC/25/0872/FUL - Add first floor to existing bungalow, re-build conservatory on rear to be a single storey extension - Condition 2 references drawings - 3289.24.2E & 3289.24.3 changed so condition 2 references drawings - 3289.24.2F & 3289.24.3A	Harbour And Normanston
DC/26/0061/ADN	Owl Building Battery Green Road - Non-Illuminated Advertisement Consent - Billboard mounted to side of building for multiple advertisements	Harbour And Normanston

Lowestoft Town Council

Planning Committee

Hamilton House, Battery Green Road, Lowestoft, NR32 1DE

18:45 Thursday 12 February 2026

DC/26/0131/FUL	8 Princes Walk - One and a half storey chalet style rear extension	Harbour And Normanston
DC/26/0238/FUL	13 Robin Hill - Single storey rear and front kitchen extension with garden wall. Demolition of garage existing garage.	Harbour And Normanston
DC/25/4316/FUL	243 London Road South - Change of use from full commercial to mixed use: commercial (barbershop) at ground floor and self-contained residential accommodation at first floor.	Kirkley And Pakefield
DC/26/0068/FUL	17 The Esplanade - Retrospective Application - Change of use of ground floor storage (previously used in connection with adjoining fish and chip shop) to residential flat.	Kirkley And Pakefield
DC/26/0166/FUL	136 London Road South - Extension to storage unit and dropped kerb.	Kirkley And Pakefield

183.2 Applications for tree works

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

Reference	Address and Description	District Ward
DC/26/0168/TCA	30 Marine Parade - 2no. Ash (Located in rear garden) - Reduce lateral growth over neighbouring driveway by 1m, reshape remaining growth to balance crown.	Kirkley And Pakefield
DC/26/0169/TCA	31 Marine Parade - 1no. Prunus (T1 on submitted plan) - Reduce lateral growth over neighbouring driveway by 1m, reshape remaining growth to balance crown.	Kirkley And Pakefield
DC/26/0333/TCA	The Gardens Tearoom Kensington Gardens Kirkley Cliff Road - 13no. Holm Oaks (TT297-TT300, TT303, TT317-TT318, TT320, TT339, TT343, TT345-TT346 & 1 within G074 all marked on submitted plan) - Reduce crown by up to 5m 5no. Lime (TT309, TT311, TT313, TT315-TT316 all marked on submitted plan) - Reduce crown to previous pruning points	Kirkley And Pakefield

183.3 Applications for windows

The Planning Authority has received the following applications for works 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/25/4706/FUL	312 London Road South - Retrospective Application - Replace timber framed windows on west elevation with UPVC	Kirkley And Pakefield

Lowestoft Town Council

Planning Committee

Hamilton House, Battery Green Road, Lowestoft, NR32 1DE

18:45 Thursday 12 February 2026

183.4 To note the following recommendations made under delegated authority when the Planning Committee did not meet on 22 January 2026

Reference	Address and Description	District Ward
DC/25/4940/FUL	29 The Parklands - Rear extension	Carlton and Whitton
It was agreed to recommend approval.		
DC/25/5012/FUL	55 Edgerton Road - Erection of a single-storey front porch	Carlton and Whitton
It was agreed to recommend approval.		
DC/25/4871/VOC	6 Clover Way - Variation of Condition No. 2 of DC/24/4460/FUL - Single storey front and rear extensions and extension above existing garage plus internal alterations to suit - Reduce windows in single storey front extension to 1 window but of a larger size. Increase size of window at first floor above garage door. Introduce side window to side elevation at first floor in hall.	Gunton and St Margarets
It was agreed to recommend approval.		
DC/25/4855/FUL	Lloyds Tsb Bank Plc 47 - 49 London Road North - Installing a new VRV system, condenser units as well as new, replacement AHU onto the first-floor external plant deck of the existing Lloyds bank branch	Harbour and Normanston
It was agreed to recommend approval.		

184 To receive and note a report from East Suffolk Council on Neighbourhood Plan Policy Usage Statistics

185 To receive a report on the East Suffolk Council Planning Forum

186 To receive further feedback on options of parking management on Pinebanks, NR32 2QE

187 To consider a request for a grit bin on the junction of Kirkley Park Road/Carlton Road

188 To note the auctioning of property 144/145 on the High Street and discuss its progress

189 To consider matters to raise with East Suffolk Council's Head of Coastal Management

This item was requested by the Climate and Ecological Emergency Committee in relation to need for East Suffolk Council Planning to consider coastal erosion in planning applications.

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
18:45 Thursday 12 February 2026

The queries raised will then be addressed at the next meeting of the Climate and Ecological Emergency Committee.

190 To consider a response to the East Suffolk Council Statement of Community Involvement

East Suffolk Council are reviewing their Statement of Community Involvement, which explains how and when people can be involved in local planning. The statement also includes principles East Suffolk Council will follow in engaging on a new local plan.

A short summary of the Statement of Community Involvement can be viewed [here](#). The deadline for a response is 24 February 2026.

191 To consider a response to the East Suffolk Council Children's Corner Steps Consultation

Children's Corner is an area of beach between Lowestoft South Pier and the beach access ramp in front of East Point Pavillion. A section of this beach gets cut off by the tide and can only be safely accessed along the beach in front of the rock revetment at low tide. At higher tides, members of the public have been accessing Children's Corner along the unsafe narrow section of concrete between the sea wall and rock revetment or by climbing over the sea wall.

East Suffolk Council's (ESC) Coastal Management and Adaptation Team are proposing to install a set of access steps from the top of the sea wall over the rock revetment to allow safe access to the beach.

This work will improve public safety and is an important part of ESC's commitment to help maintain our beautiful coast economically, environmentally, and for the enjoyment of communities and visitors for generations to come.

192 Date of next meeting

Thursday 26 February 18:45

193 Items for the next agenda and close

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Thursday 8 January 2026 18:45

MINUTES

Present: Cllrs Jen Jones, Christian Newsome, John Murray and Andy Pearce

In attendance: Taylor Williams (Committee Clerk and Planning Assistant)

154 Welcome

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

155 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Wendy Brooks, Neil Coleby and Elise Youngman with reasons provided. Cllr Pearce proposed approval of the apologies received; seconded by Cllr Murray; all in favour.

Cllr Bernie Rappensberger was absent with no apologies received.

156 Declarations of interests and dispensations

156.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors on items on the agenda – Cllr Pearce declared a non-registerable interest as Chair of the Gunton Residents Association.

156.2 To consider written requests for dispensations for interests and note dispensations granted – There were no declarations.

157 To consider the draft minutes of the extraordinary meeting on 4 December 2025

Cllr Newsome proposed approval of the draft minutes; seconded by Cllr Murray; all in favour.

158 Public Forum

An opportunity for the public to make comments on any matters on this agenda, and to consider any advance comments from the public – No members of the public were in attendance. A public comment had been submitted in relation to item 160 and would be reviewed with the item.

159 Planning Applications

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

Reference	Address and Description	District Ward
DC/25/4824/FUL	86 Cowslip Crescent - Single Storey Front Extension	Carlton and Whitton
It was proposed by Cllr Murray, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application.		
DC/25/4793/FUL	39 Gunton Drive - Replacement side and rear extension, proposed porch and proposed entrance drive widening	Gunton and St Margarets
It was proposed by Cllr Pearce, seconded by Cllr Murray and unanimously agreed to recommend approval of the application.		
DC/25/3602/FUL	61 Royal Avenue - Retrospective application - Installation of EV charger	Harbour and Normanston
It was proposed by Cllr Murray, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application, though to note that the procedure for this scheme seemed overly complex and suggest the procedure be less bureaucratic.		

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Thursday 8 January 2026 18:45

The Committee requested the Case Officer be contact to highlight that the Suffolk County Council information pack for this scheme seems to encourage retrospective applications, specifying that members of the public may apply for the required planning permission after the home charger has been installed.		
DC/25/4338/FUL	183 The Avenue - To construct a vehicular access over the public footpath to the front of my property. This access will be constructed to the standard Highways specification and by an approved contractor. There is already a vehicular access to neighbouring properties each side of my own, so this will link the three together.	Kirkley and Pakefield
It was proposed by Cllr Pearce, seconded by Cllr Newsome and unanimously agreed to recommend approval of the application.		
DC/25/4460/FUL	454 London Road South - Retrospective Application - Home Charger point This was pre approved with a local council scheme for a charging channel for non driveway participants.	Kirkley and Pakefield
It was proposed by Cllr Pearce, seconded by Cllr Murray and unanimously agreed to recommend approval of the application, though to note that the procedure for this scheme seemed overly complex and suggest the procedure be less bureaucratic. The Committee requested the Case Officer be contact to highlight that the Suffolk County Council information pack for this scheme seems to encourage retrospective applications, specifying that members of the public may apply for the required planning permission after the home charger has been installed.		
DC/25/4765/FUL	8 Honeysuckle Close - Front porch	Kirkley and Pakefield
It was proposed by Cllr Newsome, seconded by Cllr Murray and unanimously agreed to recommend approval of the application.		

160 To consider if the Town Council should support a request from a member of public for double yellow lines on Pinebanks, NR32 2QE

Members felt more information was needed on alternative options and agreed to defer this item to the next agenda. Cllr Pearce proposed officers speak with East Suffolk Parking Enforcement to determine alternative options, such as if the company vehicles could be compelled to park elsewhere, and officers would also confirm if the request was supported by the other residents in Pinebanks. Cllrs Jones seconded the proposal and a vote was held with all in favour.

161 To consider a Traffic Regulation Order proposal for Commercial Road, NR32 2TD and provide feedback to Suffolk Highways

A Traffic Regulation Order has been proposed to amend the loading restrictions on Commercial Road, Lowestoft NR32 2TD as the current loading restrictions caused difficulties for vital businesses to receive deliveries, and congestion on the south side of the road created safety and access issues. The adjusted loading restrictions would ensure businesses could operate effectively whilst keeping the south side of the road clear for improved traffic flow and safety. The deadline for feedback was 21st January 2026.

Cllr Newsome proposed the request for feedback be acknowledged and the Town Council raise no issue with the Traffic Regulation Order.

Cllr Pearce declared a non-registerable interest as a trustee of Disability Advice North East Suffolk (DANES) and due to his association with the owner of Shopmobility (who was a fellow trustee of

Lowestoft Town Council

Planning Committee

Hamilton House, Battery Green Road, Lowestoft, NR32 1DE

Thursday 8 January 2026 18:45

DANES), which was highlighted on the plan as an affected business. Cllr Pearce requested the proposal be amended to approve the change in principal, but to delegate to officers to liaise with Shopmobility to seek their views on the proposal and submit the Town Council's response, taking into account the views of Shopmobility as an affected organisation. Cllr Newsome accepted the amendment and Cllr Pearce seconded the amended proposal. A vote was held with all in favour.

162 Date of next meeting

Thursday 22 January 18:45

163 Items for the next agenda and close

An item was requested to consider the schedule of meetings for this Committee. The Committee Clerk noted this item had been considered recently and would check if any resolutions had been made.

The Chair closed the meeting at 19:16

Signed:

22 January 2026

Application Number (10 applications in total)	Proposal	Address
DC/25/3248/FUL	Creation of a vehicular access	220 Carlton RoadLowestoftSuffolkNR33 0ND
DC/25/3372/FUL	Demolition of existing B8 storage unit and ancillary workshop and erection of two storey chalet style residential dwelling and all associated works.	218A Kirkley Run LowestoftSuffolkNR33 0NW
DC/25/3372/FUL	Demolition of existing B8 storage unit and ancillary workshop and erection of two storey chalet style residential dwelling and all associated works.	218A Kirkley Run LowestoftSuffolkNR33 0NW
DC/25/3654/FUL	Retrospective application - Pod point attached to the property	2 Burton StreetLowestoftSuffolkNR32 1TR
DC/25/3790/FUL	Single storey side and front extension	15 Snape DriveLowestoftSuffolkNR32 4SF
DC/25/3861/ADN	Non-Illuminated Advertisement Consent - Display of 1no non-illuminated wall sign to front elevation.	209 Whapload RoadLowestoftSuffolkNR32 1UL
DC/25/3878/FUL	Change of Use - Part of retail shop to be converted into a 2 bedroom flat.	54 High StreetLowestoftSuffolkNR32 1JA
DC/25/3878/FUL	Change of Use - Part of retail shop to be converted into a 2 bedroom flat.	54 High StreetLowestoftSuffolkNR32 1JA
DC/25/3878/FUL	Change of Use - Part of retail shop to be converted into a 2 bedroom flat.	54 High StreetLowestoftSuffolkNR32 1JA
DC/25/3878/FUL	Change of Use - Part of retail shop to be converted into a 2 bedroom flat.	54 High StreetLowestoftSuffolkNR32 1JA
DC/25/3878/FUL	Change of Use - Part of retail shop to be converted into a 2 bedroom flat.	54 High StreetLowestoftSuffolkNR32 1JA
DC/25/3914/FUL	Construction of new out building to rear garden for purpose of summer room & Hobby workshop.	53 Elm Tree RoadLowestoftSuffolkNR33 9ER
DC/25/3977/FUL	Installation of 1no. BT Street Hub and removal of associated BT payphones	Land Fronting 5 To 32London Road NorthLowestoftSuffolk

[illegible]

Development Type	Decision	Decision Date	Policy	Application Type
Householder Developments	Permitted	18-Dec-25	LOW9	Full
Minor Dwellings	Refused	18-Dec-25	LOW6	Full
Minor Dwellings	Refused	18-Dec-25	LOW9	Full
Householder Developments	Permitted	16-Dec-25	LOW9	Full
Householder Developments	Permitted	23-Dec-25	LOW9	Full
Advertisements	Permitted	16-Dec-25	LOW9	Non-Illuminated Advertisement Consent
Change of Use	Refused	17-Dec-25	LOW3	Full
Change of Use	Refused	17-Dec-25	LOW6	Full
Change of Use	Refused	17-Dec-25	LOW9	Full
Change of Use	Refused	17-Dec-25	LOW13	Full
Change of Use	Refused	17-Dec-25	LOW19	Full
Householder Developments	Permitted	23-Dec-25	LOW9	Full
All Other Minor Developments	Refused	8-Dec-25	LOW14	Full

[illegible]

Link to Public Access & the Application Documents

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1AO8AQXL8G00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1R9HBQXLF100>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1R9HBQXLF100>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3397YQXLV000>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3JS6WQX0KS00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3USW1QXM5Q00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3VDEWQX0KS00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3VDEWQX0KS00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3VDEWQX0KS00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3VDEWQX0KS00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T3VDEWQX0KS00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T42O8EQXM8100>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T482ONQXMBM00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T482OOQXMBN00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T4U9ZKQX06O00>

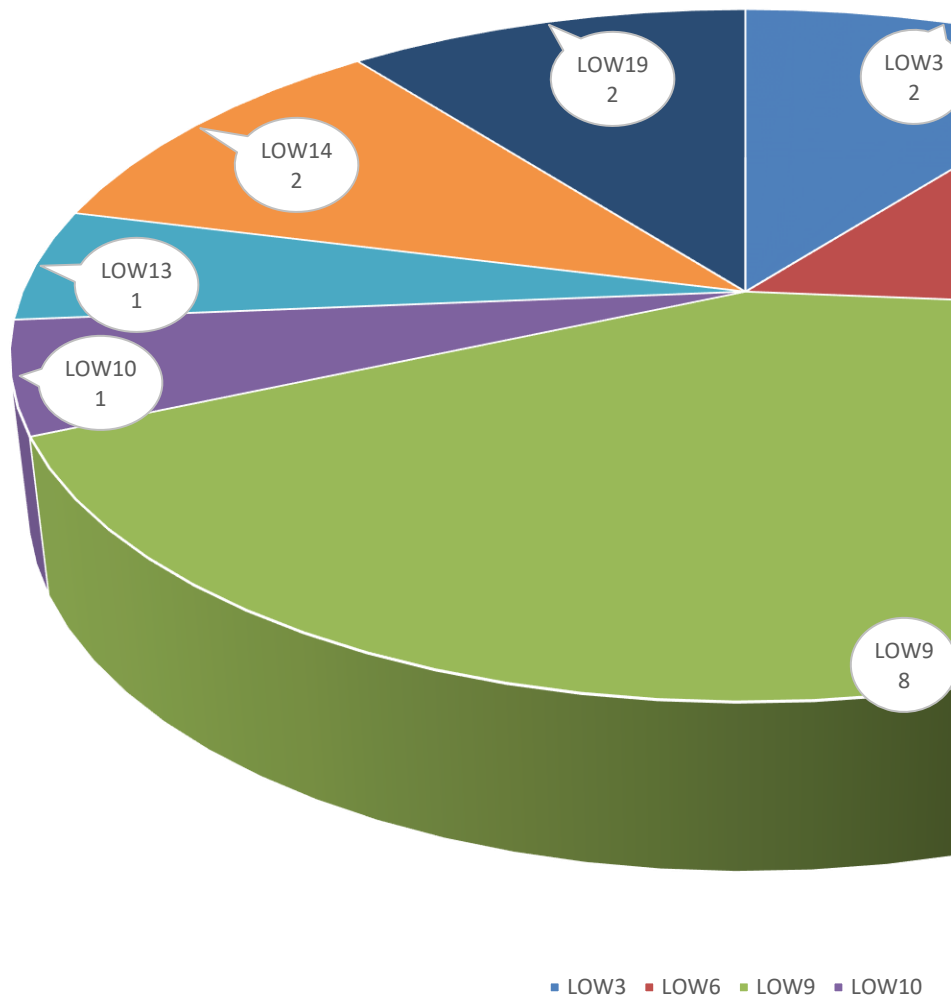
<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T4U9ZKQX06O00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T4U9ZKQX06O00>

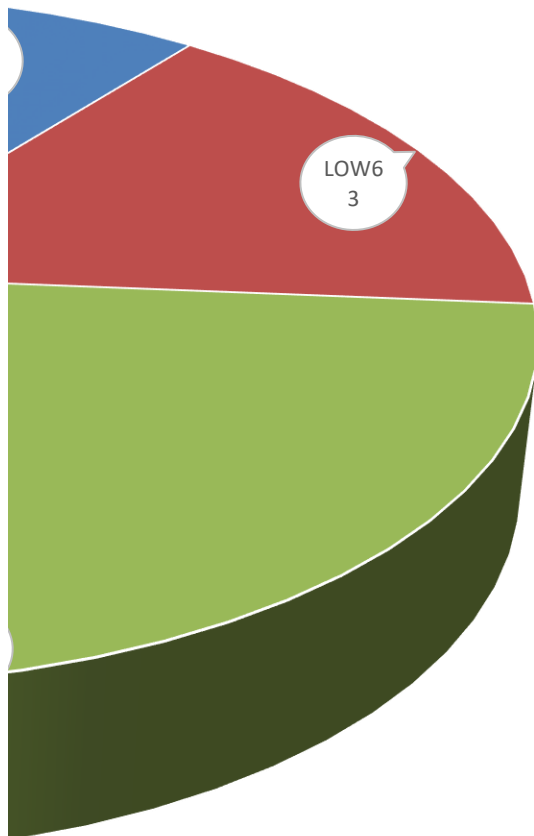
<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T4U9ZKQX06O00>

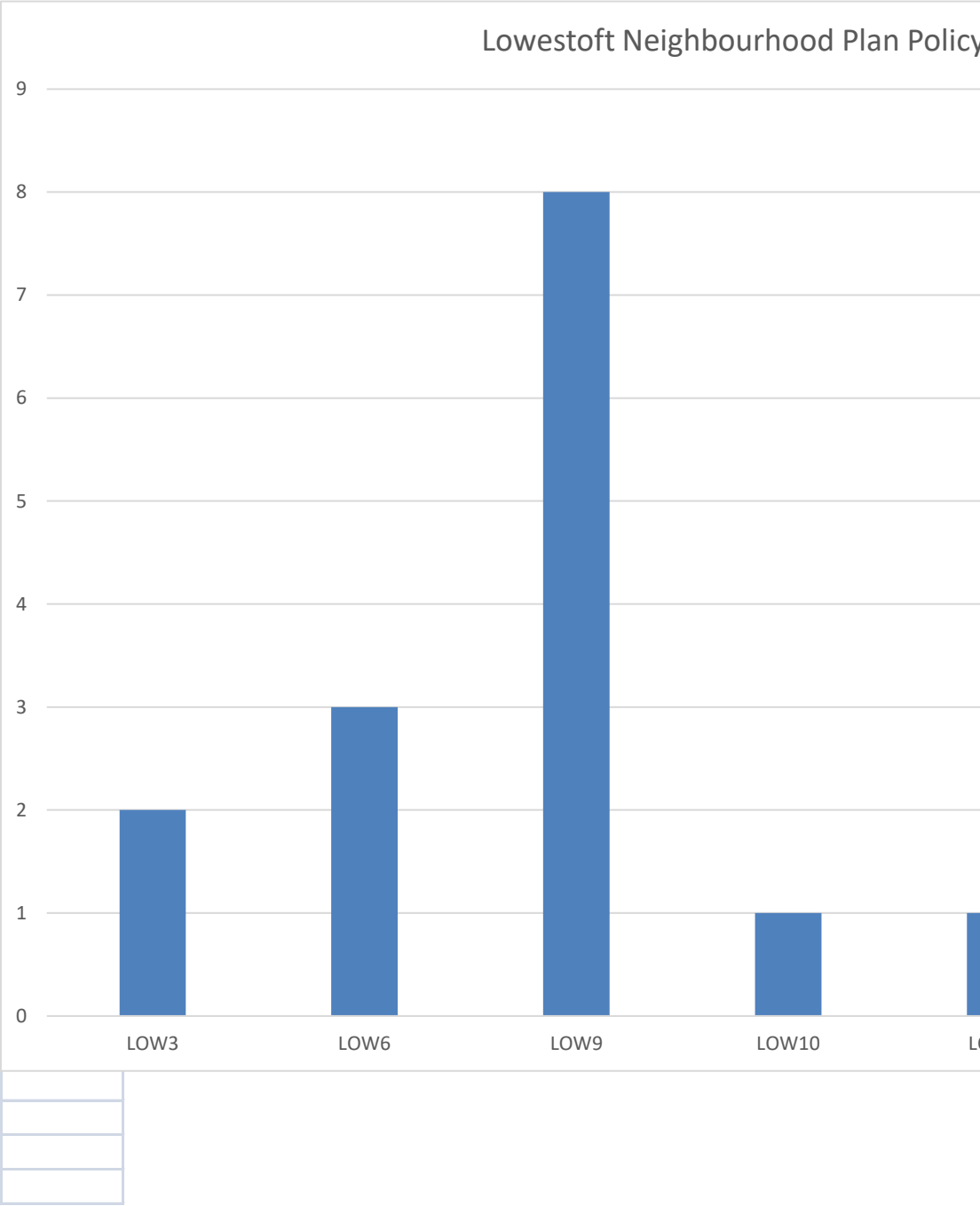
<https://publicaccess.eastsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T4U9ZKQX06O00>

Lowestoft Neighbourhood Plan Policies

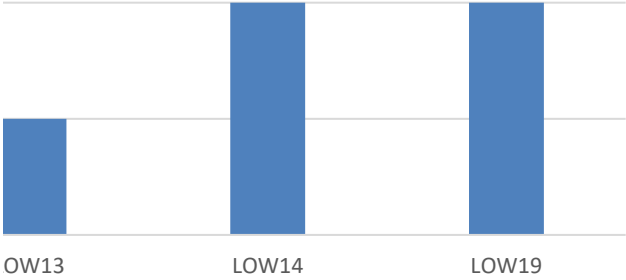


cy Usage





/ Usage



Appeal Reference	Planning Application Reference	Appeal Description	Appeal Status
AP/25/0032/CONDS	DC/23/3356/FUL	Redevelopment of existing playground and construction of a terrace of 8no. dwellings. Redevelopment of existing building to create 7no. self contained flats and associated car parking	Withdrawn
AP/25/0012/REFUSE	DC/24/3595/FUL	Demolition of an existing single storey building previously used as Lowestoft RNLI Lifeboat Crew Association social club. This is to be replaced with a new build detached private dwelling.	Dismissed
AP/25/0037/REFUSE	DC/25/3389/FUL	New detached triple garage with hobby room over	Dismissed

Site Address	Appeal Type	Decision Date
Fen Park Primary School Lovewell RoadLowestoftSuffolkNR33 0RQ	Conditions - Section 78	7-Oct-25
Lowestoft Lifeboat Crew Association Links RoadLowestoftSuffolkNR32 4PQ	Refusal - Section 78	31-Oct-25
80 Cotmer RoadLowestoftSuffolkNR33 9PP	Refusal - Section 78	10-Dec-25

Link to Public Access & the Appeal Documents

<https://publicaccess.eastsuffolk.gov.uk/online-applications/appealDetails.do?activeTab=summary&keyVal=T2D25GQX0DJ00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/appealDetails.do?activeTab=summary&keyVal=SSCBI1QX0DJ00>

<https://publicaccess.eastsuffolk.gov.uk/online-applications/appealDetails.do?activeTab=summary&keyVal=T5MBSXQX0DJ00>