

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 23 April 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

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Sarah Foote, Town Clerk
17 April 2026

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
18:45 on Thursday 23 April 2026

AGENDA

231 Welcome

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

232 To receive and consider approval of apologies for absence

233 Declarations of Interests and dispensations

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

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

234 To consider the draft minutes of the meeting on 26 March 2026

235 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.

236 To receive a presentation from Urban Innovation Company in respect of their proposal to bring Pulsehubs to the town

237 Planning Applications

237.1 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/26/0638/FUL	44 Corton Road - Repoint front wall, take down existing gate posts and rebuild slimmer posts with gates.	Gunton and St Margarets
DC/26/1005/FUL	21 Gunton Church Lane - Relocate and replace existing fence	Gunton and St Margarets
DC/26/0918/FUL	R J Pryce And Co Ltd Trinity Road - East Anglia Three Land Base: Redevelopment of the former RJ Pryce site for use as offices, facilities and warehouse.	Harbour and Normanston
DC/26/1021/FUL	143 London Road North - Change of use from first & second floor offices to a single apartment external stair	Harbour and Normanston

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DC/26/1302/ADI	61 - 63 London Road North - Illuminated Advertisement Consent - Installation of one new internally illuminated ATM Collars with new Barclays Bank Signage to existing ATM. Installation of one new internally illuminated ATM Collars with new Barclays Bank Signage to new ATM.	Harbour and Normanston
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237.2 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/26/1190/TCA	10 Corton Road - 1no. Holly (marked on submitted plan) - Fell 1no. Fir (marked on submitted plan) - Fell	Gunton and St Margarets
DC/26/1278/TPO	289 Yarmouth Road - TPO/157/2022 - T12 1no. Ash (marked on submitted plan) - Fell	Gunton and St Margarets
DC/26/1308/TCA	Flat 1 2 Gunton Cliff - 1no. Holly (located on north boundary behind garage) - Fell	Gunton and St Margarets
DC/26/1309/TCA	Flat 2 2 Gunton Cliff - 1no. Sycamore (located in rear garden) - Fell	Gunton and St Margarets

237.3 Applications for repair/replacement windows

The Planning Authority has received the following applications for repair/replacement windows within a Conservation Area and this 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/26/0842/FUL	32 The Avenue - Replace the two front elevation bay windows with new PVCu windows.	Kirkley and Pakefield

238 To note the following recommendations made under delegated authority when the Planning Committee did not meeting on 9 April 2026

Reference	Address and Description	District Ward
DC/26/0966/FUL	94 Elm Tree Road - Two storey side extension	Carlton and Whitton
It was agreed to recommend approval of the application.		
DC/26/0821/FUL	1 Pleasurewood Close - Construction of a two storey side extension	Gunton and St Margarets
It was agreed to recommend approval of the application.		
DC/26/0925/FUL	96 Yarmouth Road - Proposed garden room	Gunton and St Margarets
It was agreed to recommend approval of the application.		
DC/26/0932/FUL	49 Spashett Road - Construction of a single storey rear extension	Gunton and St Margarets
It was agreed to recommend approval of the application.		

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Reference	Address and Description	District Ward
DC/26/0978/FUL	Horizon School Saturn Close - Installation of a clubhouse for Waveney Football Club on the Horizon site.	Gunton and St Margarets
It was agreed to recommend approval of the application.		
DC/26/0989/FUL	8 Langdale Park - Single storey rear extension	Gunton and St Margarets
It was agreed to recommend approval of the application.		
DC/26/0860/FUL	115 Oulton Road - Creation of vehicular access	Harbour and Normanston
It was agreed to recommend approval of the application.		
DC/26/0975/FUL	97 Raglan Street - Rear extensions and new loft dormer	Harbour and Normanston
It was agreed to recommend approval of the application.		
DC/26/0943/ADI	Mcdonalds Restaurants Ltd Arbor Lane - Non Illuminated Advertisement Consent (Retrospective) - The unit in question is a purpose designed, double sided, mobile, free standing point-of-sale device to display images of the products and services we sell on the premises. This is not a digital sign, the unit contains canvases with a static image and text.	Kirkley and Pakefield
It was agreed to recommend approval of the application, though the Committee supports the concerns raised by the Suffolk County Council Lighting consultee response, and clarification is needed as to whether the application for an illuminated sign.		
DC/26/0945/ADI	Drive Thru Restaurant Kirkley Rise - Non Illuminated Advertisement Consent (Retrospective) - The unit in question is a purpose designed, double sided, mobile, free standing point-of-sale device to display images of the products and services we sell on the premises. This is not a digital sign, the unit contains canvases with a static image and text.	Kirkley and Pakefield
It was agreed to recommend approval of the application, though the Committee supports the concerns raised by the Suffolk County Council Street Lighting Engineer, and clarification is needed as to whether the application for an illuminated sign.		
DC/26/0990/FUL	20 The Avenue - Detached single storey building to rear garden for use as 'Granny annexe' accommodation	Kirkley and Pakefield
It was agreed to recommend approval of the application provided the conditions set by Suffolk County Council with regards to the Public Right of Way are met.		

239 Date of next meeting

Thursday 14 May 18:45

240 Items for the next agenda and close

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Thursday 26 March 2026 18:45

MINUTES

Present: Cllrs Wendy Brooks, Christian Newsome, John Murray (Deputy Chair) and Deborah Ray

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

211 Welcome

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

212 To receive and consider approval of apologies for absence

Apologies were received from Cllrs Jen Jones and Bernie Rappensberger with reasons provided. Cllr Newsome proposed approval of the apologies received; seconded by Cllr Ray; three votes in favour and one abstention.

Cllr Neil Coleby was absent with no apologies received.

213 Declarations of interests and dispensations

213.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors on items on the agenda – There were no declarations.

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

214 To consider the draft minutes of the meeting on 12 March 2026

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

215 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 advance comments had been received and no members of the public were in attendance.

216 To receive information on application DC/25/4455/FUL for which the Committee requested a holding objection and decide the recommendation of the Council

Cllr Ray proposed to remove the holding objection and recommend approval of the application; seconded by Cllr Murray; all in favour.

217 To receive information on application DC/26/0580/FUL for which the Committee requested a holding objection and decide the recommendation of the Council

Cllr Brooks proposed to remove the holding objection and recommend approval of the application; seconded by Cllr Ray; all in favour.

218 Planning Applications

218.1 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/26/0611/FUL	15 Gunton Cliff - Creation of two vehicular accesses	Gunton and St Margarets
It was proposed by Cllr Brooks, seconded by Cllr Newsome and unanimously agreed to recommend approval of the application.		

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DC/26/0819/FUL	45 Bourne Road - Two storey rear extension, new tiled roof on garage	Gunton and St Margarets
It was proposed by Cllr Brooks, seconded by Cllr Ray and unanimously agreed to recommend approval of the application.		
DC/26/0607/FUL	Lowestoft Sixth Form College Rotterdam Road - Replacement of existing MUGA (Multi Use Games Area) with three Padel courts and a storage container / cabin for equipment storage and shelter. New 3m high fencing is to be erected around the courts.	Harbour and Normanston
It was proposed by Cllr Brooks, seconded by Cllr Ray and unanimously agreed to recommend approval of the application, subject to due consideration being given to the need for parking spaces, assurance that if the existing surface needs to be replaced it would be disposed of in a manner that minimises the risk of ground contamination (in accordance with the Environmental Protection Act 1990, section 34 Duty of Care and industry-led best practice guidelines as provided by Sport England) and is in compliance with the noise, hours and lighting requirements set out by Environmental Protection.		
DC/26/0704/ADI	58 High Street - Illuminated Advertisement Consent - Front Shop having an illuminated back light, Wave logo with 'tattoo artistry', and Swinging logo	Harbour and Normanston
It was proposed by Cllr Brooks to recommend refusal of the application as it contravenes LOW13 of the Lowestoft Neighbourhood Plan (in particular the requirement that any developments preserve or enhance the character of the area), furthermore, a consultation response should be sought from the Design and Heritage Team at East Suffolk Council as the development was located within the North Lowestoft Conservation Area; seconded by Cllr Ray; three votes in favour (Cllrs Brooks, Newsome and Ray) and one abstention (Cllr Murray).		
DC/26/0919/TEL	Shell Filling Station High Street - Prior Notification - Telecommunication - Installation of a telecommunications base station comprising of a 20 metre high monopole with a wrap around cabinet at the base, supporting 9 no. antennas and 2 no. transmission dishes, 3 no. equipment cabinets and ancillary development thereto.	Harbour and Normanston
It was proposed by Cllr Murray, seconded by Cllr Brooks and unanimously agreed to request a holding objection, whilst the application was in compliance with the Waveney Local Plan 1.3 on infrastructure development, the Committee agreed that consultation should be undertaken with National Highways (as relayed by Suffolk Highways) to ensure the Committee could make an informed decision. It was also agreed that the neighbours should also be consulted with due to the effect the development would have on them.		
DC/26/0855/FUL	127 Kirkley Run - First floor rear extension	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Murray and unanimously agreed to recommend approval of the application, noting that it was in accordance with the Waveney Local Plan 8.29.		

218.2 Applications for tree works

The Committee noted The Planning Authority 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)

Reference	Address and Description	District Ward
DC/26/0841/TPO	Petrol Filling Station Leisure Way - TPO/101/2021 - T8 1no. Holm Oak (T80 on submitted plan) - Pollard at 10m from ground level	Gunton and St Margarets

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DC/26/0897/TPO	11 Rubens Walk - TPO 1-4(4) - T35 1no. Oak (marked on submitted plan) - Raise crown by removing lowest ring of branches, remove low epicormic growth	Gunton and St Margarets
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219 Licensing

219.1 To consider an application for a new pavement licence for the Salty Crow, 12 London Road North, Lowestoft, NR32 1LZ

This application is for 2 tables and 4 chairs.

Size of seating area: front of the premises 7.2 x 3.2m

Monday to Saturday 08:00 to 17:00, Sunday 09:00 to 15:00

Cllr Brooks proposed to approve the application but to request officers contact the Licensing Department to query why the system required new owners to submit and pay for a pavement licence when the previous owner had already completed a similar application as it was felt to be an unfair financial burden to place on the new owners; seconded by Cllr Ray; all in favour.

220 To consider a response to the Broads Authority Landscape Character Assessment consultation (supplementary planning document)

The Broads Authority originally undertook this consultation in January - February, the Planning Committee was unable to meet the deadline to submit a comment. The consultation has been reopened as page 4 of the Strategic Environmental Assessment (SEA) Screening was updated and mapping issues related to Section 3 Landscape Character Areas were resolved - as such this new consultation period relates only to the maps in Section 3 and the SEA Screening. The consultation closes Tuesday 7 April 2026.

Cllr Newsome proposed the comments provided by the Climate and Ecological Emergency Committee (as below) be submitted for the consultation; seconded by Cllr Ray; all in favour.

- DM16 Development and Landscape, pg. five, paragraph five – it stated that in exceptional circumstances the economic benefits of a development, if considered to outweigh the impact on landscape character, may be permitted. The policy should be reworded to not allow economic benefits to outweigh the impact on habitats.
- DM43 Design Section pg. five, item J – it stated that development must aim to protect biodiversity. The wording should be stronger and instead state development must protect biodiversity.

221 Date of next meeting

Thursday 9 April 18:45

222 Items for the next agenda and close

The Chair closed the meeting at 19:31

Signed:

9 April 2026