

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Tuesday 21 July 2026 18:30

MINUTES

Present: Cllrs Wendy Brooks, Kinsey Foster, Joseph Hynes, Jen Jones (Chair) and Andy Pearce

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

37 Welcome

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

38 To receive and consider approval of apologies for absence

Apologies were received from Cllrs John Murray, Christian Newsome and Bernie Rappensberger with reasons provided. Cllr Pearce proposed approval of the apologies receives; seconded by Cllr Foster; all in favour.

39 Declarations of interests and dispensations

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

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

40 To consider the draft minutes of the meeting on 7 July 2026

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

41 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.

42 Planning Applications

42.1 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/26/2114/FUL	23 Broadwaters Road - The proposal comprises the demolition of the existing conservatory and study to the rear of the property, and the construction of a single storey rear extension positioned along the rear boundary line. The extension will provide additional accommodation including a bedroom with ensuite bathroom and a kitchen area. The works are intended to improve the functionality and layout of the existing dwelling.	Carlton and Whitton
It was proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application.		
DC/26/2115/FUL	Birds Eye Ltd Whapload Road - Installation of a water storage tank and pump room as part of an automatic sprinkler system for fire suppression in the Denes 1 factory on the Birds Eye site in Lowestoft.	Harbour and Normanston
It as proposed by Cllr Brooks, seconded by Cllr Pearce and unanimously agreed to recommend approval of the application.		

Lowestoft Town Council

Planning Committee

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

Tuesday 21 July 2026 18:30

DC/26/2315/FUL	6 Monckton Avenue - Single and two storey rear extensions	Harbour and Normanston
It was proposed by Cllr Pearce, seconded by Cllr Brooks and unanimously agreed to request a holding objection in support of the requested Land Contamination Questionnaire and Environmental Search by Environmental Protection. If the applicant provides the information to the satisfaction of Environmental Protection, then the Committee requests the application be brought back to them for consideration.		
DC/26/2273/FUL	177 The Avenue - Single storey extensions	Kirkley and Pakefield
It was proposed by Cllr Brooks, seconded by Cllr Foster and unanimously agreed to recommend approval of the application.		
DC/26/2280/FUL	136 Morton Road - Two storey rear extension	Kirkley and Pakefield
It was proposed by Cllr Hynes, seconded by Cllr Foster and unanimously agreed to recommend approval of the application.		

42.2 Applications for tree works

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/26/2453/TCA	2 Union Place - Proposal: 1no. Ash (marked T1 on submitted plan) - Fell	Kirkley and Pakefield
DC/26/2458/TCA	41 The Avenue - 1no. Leyland Cypress (marked T1 on submitted plan) - Reduce height by 4m	Kirkley and Pakefield

Cllr Brooks proposed the Case Officer for DC/26/2453/TCA be contacted to query the reasons for the felling and to check a Tree Officer would be attending the site to evaluate the tree; seconded by Cllr Foster; all in favour.

42.3 Applications for window works

The Planning Authority received the following applications for repair/replacement windows within a Conservation Area. These 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/26/1313/FUL	Flat 132 High Street - Replace top floor window.	Harbour and Normanston
DC/26/1652/FUL	42 Kirkley Park Road - Replacement windows	Kirkley and Pakefield

43 To submit a consultation response for the East Suffolk Tree and Hedgerow Strategy consultation

Cllr Hynes proposed the comments submitted by the Climate and Ecological Emergency Committee be approved and form the consultation response; seconded by Cllr Pearce; all in favour.

44 To submit a consultation response for the East Suffolk Council Local Plan Scoping Consultation

Cllr Pearce raised a query on the drafted response for question six on the consultation document. The current response stated the Kirkely Waterfront was not an appropriate location for housing development. Cllr Pearce proposed the response instead state that references to large-scale development in the existing Waveney Local Plan, including the Kirkley Waterfront development, should be removed from the new East Suffolk Local Plan as it implied pre-approval, instead any applications to develop a specific site should go through due process. Cllr Brooks seconded the proposal and a vote was held with all in favour.

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
Tuesday 21 July 2026 18:30

Cllr Pearce proposed to approve all drafted responses for the consultation so far (questions one to seven) and for the consultation response include the town's stance on the Marmot Initiative. This statement would highlight the requirement of the Local Planning Authority to be mindful of the commitments made on the Marmot Initiative and that the existing levels of deprivation must be considered with large-scale developments so as not to compound deprivation, in particular through sectors such as education and health.

Cllr Pearce proposed a further standalone meeting be scheduled to complete the questionnaire and submit the consultation response; seconded by Cllr Hynes; all in favour.

45 Date of next meeting

Tuesday 4 August 18:30

46 Items for the next agenda and close

No items were requested for the next agenda.

The Chair closed the meeting at 19:30

Signed: 
4 August 2026

Lowestoft Town Council

Planning Committee

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

Tuesday 21 July 2026 18:30