

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 **18:30** on **Tuesday 15 September 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
15 September 2026

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
18:30 on Tuesday 15 September 2026

AGENDA

65 Welcome

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

66 To receive and consider approval of apologies for absence

67 Declarations of Interests and dispensations

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

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

68 To consider the draft minutes of the meeting on 1 September 2026

69 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.

70 Planning Applications

70.1 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/26/2960/ADI	55 Westwood Avenue - Illuminated Advertisement Consent - 1no. Internally illuminated fascia, 1no. internally illuminated projecting sign. 4no. digitally printed window vinyls to replace existing	Carlton and Whitton
DC/26/2316/OUT	Land To The North Of Corton Long Lane And East Of The A47 - Outline application (with all matters reserved except access) for mixed use development including up to 899 dwellings (use class C3); up to 1.6 ha of Adult Care Services (use Class C2); up to 1.52ha of commercial (use Class E(g), B2 and B8); up to 0.6ha for a local centre (use Class E and F2); up to 2.2ha for a primary school and early years facility (use Class F1a); and associated works including public open space, landscaping, Suitable Alternative Natural Green Space, access and infrastructure (phased development).	Corton

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DC/26/2937/FUL	Garage Adjacent 20 Gunton Church Lane - Demolition of existing double garage and erection of new detached dwelling	Gunton and St Margarets
DC/26/2569/LBC	Flat 4 Eastleigh Waterloo Road - Listed Building Consent - Internal alterations to create a shower room by installing a stud wall in the kitchen and removing the remaining stud wall in the middle of the kitchen	Kirkley and Pakefield
DC/26/3100/FUL	22 The Avenue - Erection of a single-storey rear extension, installation of two rear conservation roof windows, and extension and conversion of the garage.	Kirkley and Pakefield

70.2 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/26/2978/TPO	6 Snowdrop Close - TPO No.28 - T5 1no. Ash (marked T5 on submitted plan) - Reduce back to previous pollard points	Carlton and Whitton
DC/26/2795/TPO	Morton Youth Club Morton Road - TPO/217/2025 - T1 1no. Oak (marked T1 on submitted plan) - Fell	Kirkley and Pakefield

70.3 To consider the following planning application for which the Committee previously requested a holding objection:

Reference	Address and Description	District Ward
DC/26/2192/FUL	54 Ship Road - Removal of garage up and over door. Studwork opening with door and window. Cladding on outside with acoustic insulation. Change of use from garage to dog groomers.	Kirkley and Pakefield

71 To receive a report on the East Suffolk Planning Forum

72 To consider appointing representatives to attend a meeting on the North Lowestoft Garden Village proposal

73 To consider a Scoping Opinion consultation response on the Suffolk Water Recycling Transfer and Storage

74 Date of next meeting

Tuesday 6 October 18:30

75 Items for the next agenda and close

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

MINUTES

Present: Cllrs Joseph Hynes, Kinsey Foster, John Murray, Christian Newsome and Bernie Rappensberger

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

As the Chair was not in attendance, a member would need to preside over the meeting as Chair. Cllr Foster nominated Cllr Hynes; seconded by Cllr Rappensberger; all in favour.

The meeting observed a minute silence to mark the sudden passing of Councillor Wendy Brooks.

56 Welcome

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

57 To receive and consider approval of apologies for absence

Apologies were received from Cllr Jones with reasons provided. Cllr Newsome proposed approval of the apologies received; seconded by Cllr Rappensberger; all in favour.

58 Declarations of interests and dispensations

58.1 To receive declarations of Disclosable Pecuniary, Other Registerable and Non-Registerable interests from Councillors on items on the agenda – Cllr Newsome declared he had vintage vehicles stored in the area related to application DC/26/1433/FUL and would abstain from the discussion and vote.

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

59 To consider the draft minutes of the meeting on 4 August 2026

Cllr Murray proposal approval of the draft minutes; seconded by Cllr Rappensberger; all in favour.

60 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.

61 Planning Applications

61.1 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/26/2719/FUL	136 Yarmouth Road - Erection of a wood summerhouse. Width 6.00m. Depth 4.00m. Height 2.50m.	Gunton and St Margarets
It was proposed by Cllr Murray, seconded by Cllr Hynes and unanimously agreed to recommend approval of the application.		
DC/26/2118/RG3	Battery Green Car Park And Surrounding Land Marina Road - New cultural building consisting of single and two storey elements, containing multi use hall, lobby, cafe, studio spaces, creative hub, plant areas, and first floor multi use space. Construction of restaurant building. Creation of new plazas and public realm, new soft and hard landscaping with external lighting scheme to create	Harbour and Normanston

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	new linkages. Retention of Marina Centre as constructed. Realignment of Marina Road. New public toilets and changing area	
It was proposed by Cllr Murray, seconded by Cllr Newsome and unanimously agreed to endorse the concerns raised by the other consultees and request a holding objection until the technical deficiencies identified by consultees have been addressed and resolved. The Committee noted the previous feedback from East Suffolk Council Landscape, which highlighted the lack of elevated detailing in the application, and the holding objection requested by the Local Flood Authority. The Committee agreed the plans had insufficient information and felt the application did not meet the needs of Lowestoft. The Committee registered their concerns over the lack of connectivity for the site, and to other refurbishment projects in the town, and noted how this would impede the regeneration of the town. It was agreed there needed to be consideration of how public transport could be improved for the site. Overall, this application was felt to not meet the requirements of the Waveney Local Plan Policy 2.7, in particular the requirement for the development to be designed 'to the highest possible architectural standard and create a landmark building for the town'.		
DC/26/2686/FUL	170 Raglan Street - Change use from C3 (dwellinghouse) to C4(HMO) for 6 persons	Harbour and Normanston
It was proposed by Cllr Murray, seconded by Cllr Rappensberger and unanimously agreed to recommend refusal of the application as it did not meet the licencing requirements as set out by the Housing Enforcement Officer.		
DC/26/2844/ADI	Jubilee Filling Station High Street - Illuminated Advertisement Consent - Erection of an illuminated small format advertising display.	Harbour and Normanston
It was proposed by Cllr Murray, seconded by Cllr Foster and unanimously agreed to recommend approval of the application.		
DC/26/2877/FUL	12 Skamacre Crescent - Single storey rear extension	Harbour and Normanston
It was proposed by Cllr Murray, seconded by Cllr Foster and unanimously agreed to recommend approval of the application.		
DC/26/2949/LBC	24 Wellington Esplanade - Listed Building Consent - Installation of 1no. above ground riser and alterations to meter box locations	Kirkley and Pakefield
It was proposed by Cllr Murray, seconded by Cllr Rappensberger and unanimously agreed to recommend refusal of the application in support of the objections raised by the Design and Heritage Consultee that the pipework would not be complementary to the appearance of the building.		
DC/26/1433/FUL	Former Sanyo And Survitec Sites School Road - Proposed civilisation works, drainage infrastructure, landscaping and boundary treatments.	Oulton Broad
It was proposed by Cllr Murray to request a holding objection until the Flood Authority have received the requested information, seconded by Cllr Foster, four votes in favour (Cllrs Hynes, Foster, Murray and Rappensberger) and one abstention (Cllr Newsome) due to declared interests. The Committee noted the application assumed the flood defences for the town would be in place prior to development, as this was not the case the flood risk must be considered on the current situation.		

61.2 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
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DC/26/2862/TPO	9 Farm Close - TPO/047/2021 - G5 1no. Oak (marked T1 on submitted plan) - Reduce crown and reshape by up to 2.5m, Raise crown to 6m from ground level, remove dead wood 1no. Oak (marked T2 on submitted plan) - Reduce laterals encroaching driveway by 2m 1no. Oak (marked T3 on submitted plan) - Remove lowest easterly lateral and branch stub opposite, remove dead wood 1no. Oak (marked T4 on submitted plan) - Remove epicormic growth from stem up to primary union 1no. Oak (marked T5 on submitted plan) - Remove 6no. lowest laterals and major dead wood 1no. Oak (marked T6 on submitted plan) - Remove lowest westerly limb, reshape upper canopy by 2m	Carlton and Whitton
DC/26/2934/TPO	11 Rubens Walk - TPO 1972 Order 1-4 (4) 1no. Oak (T35 on Order and red circle on plan) - Reduce limb over driveway to yellow line on submitted photograph	Gunton and St Margarets
DC/26/2742/TCA	Land At North East Entrance To Sparrows Nest Whapload Road - 11no. Holm Oak (location area marked with yellow line on submitted map) - Pollard to approx. 8m 14no. Poplar (location area marked with yellow line on submitted map) - Pollard to approx. 8m	Harbour and Normanston

61.3 To note the following recommendations made under delegated authority when the Planning Committee did not meet on 18 August 2026

Reference	Address and Description	District Ward
DC/26/2564/FUL	55 Edgerton Road - Retrospective Application - Construction of a single-storey rear conservatory at the rear of the existing dwelling.	Carlton and Whitton
It was agreed to recommend approval of the application.		
DC/26/2503/FUL	4 Lucerne Close - Single storey side extension to house	Carlton and Whitton
It was agreed to request a holding objection until the neighbour's concerns regarding access are addressed as the plans were not clear.		
DC/26/2060/FUL	50 Rodber Way - Multi use room at the bottom of the garden, single storey, wood frame, single door, no wc or cooking facilities. no glazing as use of building will be used as golf simulator	Gunton and St Margarets
It was agreed to recommend approval of the application.		
DC/26/2616/FUL	7 Lansdowne Road - A 4m side single storey extension to bungalow (fronts highway)	Kirkley and Pakefield
It was agreed to recommend approval of the application.		
DC/26/2739/CLE	39 Kirkley Cliff Road - Certificate of Lawful Use (Existing) - Existing use as a C3 dwelling house of former garage	Kirkley and Pakefield
It was agreed to recommend refusal of the application.		

61.4 To consider further information received on application DC/26/2503/FUL and decide the recommendations of the Council

Reference	Address and Description	District Ward
DC/26/2503/FUL	4 Lucerne Close - Single storey side extension to house	Carlton and Whitton

The recommendation under delegated authority was for a holding objection until the neighbour's concerns regarding access were addressed as the plans were not clear. The case officer confirmed the applicant provided correspondence that confirmed ownership of the parking bay and closest garage, adjacent to the side of No.4 Lucerne Close.

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Cllr Hynes proposed to recommend approval of the application; seconded by Cllr Foster; all in favour.

62 To appoint a representative to attend the East Suffolk Planning Forum on Friday 11 September 9:30am - 12:00pm

The forum will be held at the Riverside Office and focus on the Planning Committee, Scheme of Delegation, Neighbourhood CIL and the Local Plan. Cllr Murray nominated Cllr Hynes; seconded by Cllr Rappensberger; four votes in favour and one abstention.

63 Date of next meeting

Tuesday 15 September 18:30

64 Items for the next agenda and close

No items were requested for the next agenda.

The Chair closed the meeting at 19:13

Signed:

15 September 2026