

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 6 October 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
30 September 2026

Lowestoft Town Council
Planning Committee
Hamilton House, Battery Green Road, Lowestoft, NR32 1DE
18:30 on Tuesday 6 October 2026

AGENDA

76 Welcome

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

77 To receive and consider approval of apologies for absence

78 Declarations of Interests and dispensations

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

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

79 To consider the draft minutes of the meeting on 15 September 2026

80 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.

81 Planning Applications

81.1 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/26/3205/VOC	Land To Rear Of 111 And 113 Elm Tree Road - Variation of Condition Nos. 2, 3, 4, 8 and 9 of DC/23/3638/FUL - Construction of a new two bedroom bungalow - To improve scheme and amend approval so there are no pre-commencement or prior development above slab conditions. To amend the design to add a gable feature above the front door and change the materials of the initial approved scheme.	Carlton and Whitton
DC/26/3070/FUL	Horizon School Saturn Close - Placing of a moveable (mobile building) club house/class room for the football club	Gunton and St Margarets
DC/26/3185/FUL	Gunton Woods Burial Park Gunton Church Lane - Toilet Accommodation, Disabled Toilet & Ambient Toilet, Replacing Portaloo	Gunton and St Margarets

Lowestoft Town Council

Planning Committee

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

18:30 on Tuesday 6 October 2026

DC/26/3208/FUL	42 London Road North - Installation of combined defibrillator and bleed kit cabinet to external wall of Nationwide Building Society branch.	Harbour and Normanston
DC/26/3268/ADI	The Britten Centre London Road North - Illuminated Advertisement Consent - 2 no double sided 'D6' outdoor display units on the private pedestrian area of the Britten Centre.	Harbour and Normanston
DC/26/3336/FUL	35 Monckton Avenue - Single storey flat roof extension to rear of dwelling.	Harbour and Normanston
DC/26/2559/FUL	Manor House Pakefield Street - Change of use to mixed use as private dwellinghouse (Class C3) and occasional holiday let accommodation.	Kirkley and Pakefield
DC/26/2560/LBC	Manor House Pakefield Street - Listed Building Consent - Alterations to facilitate the change of use to mixed use as private dwelling house (Class C3) and occasional holiday let accommodation.	Kirkley and Pakefield
DC/26/3138/FUL	87 Kirkley Gardens - Construction of single storey front porch extension and single/two storey rear extension and replace existing windows with PPC coated aluminium windows.	Kirkley and Pakefield

81.2 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/26/3274/TPO	24 Lucerne Close - TPO No. 28 1no. Oak (marked T1 on submitted plan) - Remove dead wood, Crossing and suppressed branches, reduce northeast of crown by 1.5m. 1no. Cherry Plum (marked T2 on submitted plan) - Reduce northeast of crown by 2m	Carlton and Whitton
DC/26/3213/TCA	350 London Road South - 5no. Lime pollards (marked on submitted plan) - Fell	Kirkley and Pakefield
DC/26/3223/TCA	Cornwall House 31 The Avenue - 1no Monkey Puzzle Tree (marked on submitted plan) - Remove 2 low hanging branches	Kirkley and Pakefield
DC/26/3294/TCA	6 St Marys Court Rectory Road - 1no. Sycamore (marked 1 on submitted plan) - Pollard 1no. Whitebeam (marked 2 on submitted plan) - Raise crown to 2.5m from ground level 1no. Sycamore 9marked 3 on submitted plan) - Reduce away from traffic lights, reduce parts of crown to obtain crown balance.	Kirkley and Pakefield

82 To consider a request for Street Trading on Links Road Carpark

Lowestoft Town Council

Planning Committee

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

18:30 on Tuesday 6 October 2026

83 Date of next meeting

Tuesday 20 October 18:30

84 Items for the next agenda and close

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

MINUTES

Present: Cllrs Kinsey Foster, Joseph Hynes, Jen Jones (Chair), John Murray, Christian Newsome, Bernie Rappensberger

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

65 Welcome

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

66 To receive and consider approval of apologies for absence

There were no apologies as all members were in attendance.

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 – There were no declarations.

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

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

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

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

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
It was proposed by Cllr Hynes, seconded by Cllr Foster and unanimously agreed to recommend approval of the application, subject to adherence to the conditions set by Highways.		
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
It was proposed by Cllr Murray, seconded by Cllr Hynes and unanimously agreed to make no recommendation at this time but support the conditions set by the Environmental Agency, UK Power		

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

Networks and Cadent. Other concerns included the lack of a high school, doctor's surgery and dentist, and the impact of travel and pressure on local services.		
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
It was proposed by Cllr Hynes, seconded by Cllr Foster and unanimously agreed to recommend approval of the application, providing the applicant meets the conditions set by Public Rights of Way, Suffolk Highways and Environmental Protection.		
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
It was proposed by Cllr Rappensberger, seconded by Cllr Hynes and unanimously agreed to recommend approval of the application noting it concerned only internal works.		
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
It was proposed by Cllr Hynes, seconded by Cllr Foster and unanimously agreed to recommend approval of the application.		

70.2 Applications for tree works

The Committee noted the Local 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/26/2978/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
It was proposed by Cllr Murray, seconded by Cllr Rappensberger and unanimously agreed to recommend approval of the application.		

71 To receive a report on the East Suffolk Planning Forum

Cllr Hynes provided positive feedback on the Forum and noted the topics covered helped in understanding how information in the planning system cascaded down from the National Planning Policy Framework.

The Committee Clerk reported the topics included the updated National Planning Policy Framework (published in August 2026), the upcoming Town and Country Planning (Discharge of Local Planning Authority Functions) (England) Regulations 2026 (due to come into effect 31 October) and the upcoming phases on the new East Suffolk Local Plan.

Lowestoft Town Council

Planning Committee

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

Tuesday 15 September 2026 18:30

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

The meeting was scheduled for Friday 25 September at 14:15. Cllr Jones proposed Cllrs Foster and Newsome attend the meeting; seconded by Cllr Rappensberger; all in favour.

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

Cllr Rappensberger proposed a delegation be made to officers in conjunction with Committee members to compile comments and submit a response; seconded by Cllr Foster; all in favour.

74 Date of next meeting

Tuesday 6 October 18:30

75 Items for the next agenda and close

No items were requested for the next agenda.

The Chair closed the meeting at 19:17

Signed:

6 October 2026