

SOUTHWOLD TOWN COUNCIL

Minutes of the Planning and Development Committee meeting held. at the Town Hall, Southwold on Tuesday 1st August 2023 at 6pm.

PRESENT:	Councillor
	“ R Temple (Chair)
	“ S Flunder
	“ V Gladwell
	“ C Kerr
	“ M Wells

BUSINES

1. **Apologies:** To receive and approve apologies for absence.
Apologies were received from Cllr Goldsmith – noted.
2. **Declarations of interest:**
 - a. To receive any declarations of Personal Interest regarding the agenda. Nil
 - b. To receive any declarations of Pecuniary Interest regarding the agenda. Nil
 - c. To receive any request for dispensations regarding the agenda. Nil.
 - d. To receive details of any lobbying to members. Cllr Kerr re 12 Pier Avenue as a member of Southwold and Reydon Society.
3. **To receive and approve Minutes of meeting held on Wednesday 5th July 2023.**
The Minutes of the meeting of Wednesday 5th July 2023 were agreed by all.
4. **To receive comments from the public on matters on the agenda** (*each will be allowed a maximum of 3 minutes – to a total maximum of 10 minutes*).
There were no members of the public present.
5. **Planning Matters:**
 - a. **To determine the Town Council response to the following applications:**
See attached for details of applications.

DC/23/2589/FUL – To provide two storey rear side extension, together with internal alterations to the ground floor and first floor, 12 Pier Avenue. ESC consultation deadline 3rd August 2023.

It was considered that there is not sufficient off-street parking in this area and that the additional parking required by the Suffolk Parking Guidelines through the creation of additional bedrooms would need to be provided onsite. In addition, the extension was considered to be very close to neighbouring boundary.

The property is an existing holiday let - [Tynewold in Southwold Pet Friendly - cottage holidays Southwold \(cottage-choice.co.uk\)](https://www.cottage-choice.co.uk) and the Southwold N Plan section 4.42 – 4.46 refers to the concerns around such properties and the issues that might affect the local community. The application is contrary to a) b) c) of the N PLAN Policy SWD5 – Holiday Letting Policy and Policy SWD7 – Parking. It is recommended that ESC Refuse this application.

DC/23/2727/FUL – Roof conversion, new windows, internal and external alterations, Blackshore Cottage, 1 Blackshore. ESC consultation deadline 8th August 2023.

This application is within a conservation area – therefore the materials are important to the character of the area. The Town Council would question the materials being suggested for the door – are these in keeping?

The Town Council also raised a concern regarding the parking provision – and considered that with the information available it would be difficult to get 2 cars into the designated area shown in the application.

ESC to gain clarification of these matters before considering the application.

DC/23/2823/FUL – Two new rooflights, 62 Victoria Street. ESC consultation deadline 14th August 2023.

This property is in a Conservation Area and therefore a D and A statement is required before either STC or ESC can consider the application further.

The Town Council noted that it does not approve of any rooflights on the front of any property in a Conservation Area.

DC/23/2752/FUL – Integration of No. 2A Marlborough Road (dwellinghouse) into The Mount, 14 North Parade to create single dwellinghouse. Erection of single storey rear (west) extension. Enlargement of existing window to north elevation. Demolition of garden wall features (within site boundary), The Mount, 14 North Parade. ESC consultation deadline 17th August 2023.

The Town Council noted that it does not seem from the application that the opportunity has been taken to improve features of 2A Marlborough Road as required within a Conservation Area and for a Local listing.

Parking is sufficient so long as none of the rooms are converted to bedrooms – if this occurs there would not be sufficient parking as per the Suffolk Parking Guidelines or the Southwold N Plan Policy SWD7 Parking.

If this application is to be approved by ESC – then STC would require the matter of sufficient off street parking to be maintained onsite should rooms alter in classification to a bedroom, to be a condition.

b. *ESC decisions and applications to ESC Committee. See attached. Noted.*

c. *Any new Planning Inspectorate Appeals Lodged? Nil*

d. *Other planning matters as required.*

Premises Licence – Sole Bay Fish Co is requesting an extension of hours and the ability to sell for takeaway purposes. Concerns about setting precedents, and about anti-social behaviour should this application be permitted. There were also concerns about the Health and Safety of the Harbour location, lack of lighting, lack of public toilet facilities etc. Council was mindful of the recent fire in this location. It was suggested that off sales might be permitted during existing licence hours but that any extension to times should not be supported. More information is required as to the reason for the request.

ESC Planning Forum – 7th July 2023. Cllr Temple and Town Clerk attended. Event was considered to be very worthwhile and informative. Many of the ESC planning officers were present. Event will be held again in 3 – 6 months' time.

DC/23/0701/FUL – North area planning cttee 8TH Aug 2023 at 2pm at Riverside. Cllr Goldsmith will attend on behalf of STC. Cllr Temple will provide a brief for Cllr Goldsmith to aid. The previous STC written submission is still relevant and the neighbour's concerns do not seem to have been addressed. STC would have hoped that ESC would have been sympathetic to the concerns raised by a substantial number of neighbours.

Statement of Licensing – ESC Consultation to 28th Aug 2023 – date noted.

ESC Planning and Appeals Performance report – attached for councillors to consider.

6. **Date of next Planning and Development Committee Meeting:**
Tuesday 15th August at 6pm.

There being no further business the meeting closed at 6.50pm.

Signed

Dated