

## SOUTHWOLD TOWN COUNCIL

### **Minutes of the Planning and Development Committee meeting held. at the Town Hall, Southwold on Tuesday 7<sup>th</sup> May 2024 at 6.15pm.**

PRESENT:                   Councillor  
                                  “                V Gladwell  
                                  “                P Goldsmith (Chair)  
                                  “                M Palmer  
                                  “                M Wells

Also, present the High Steward, Town Clerk and 1 member of the public.

1. **Apologies:** *To receive and approve apologies for absence.*  
There were apologies for absence from Cllr Flunder and Cllr Temple – Noted.
2. **Declarations of interest:**
  - a. To receive any declarations of Disclosable Pecuniary Interest regarding the agenda.  
Nil.
  - b. To receive any declarations of other Registerable Interests regarding the agenda.  
Nil.
  - c. To receive any declarations of Non-Registerable Interest. Nil.
  - d. To receive any request for dispensations regarding the agenda. It was agreed by all that Nil.
  - e. To receive details of any lobbying to members.  
Nil.
3. **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).*  
Nil.
4. **Planning Matters:**
  - a. **To determine the Town Council response to the following applications:**  
*See attached for details of applications.*
    - i) DC/23/0564/FUL – *To replace existing single glazed windows with double glazed hardwood in style to match existing, Mouse Hall, 1 Fieldstile Road. This is a like for like request and fits within the criteria for a Conservation Area. ESC to be advised that the Town Council therefore has no objection.*
    - ii) DC/24/0786/LBC – *Listed Building Consent: Replacement and alteration to lead gutter behind ex. Parapet wall to incorporate LDA recommendations with regard to falls and steps/gutter run lengths – drip to drip. Replace roof covering after gutter works complete – existing plain tiles to be replaced with Keymer Shire Priory hand made clay plain tiles. Removal asbestos sheet lining to dormer window cheeks and apex, and replace with Sand Cast Lead covering to LDA detailing. Replacement of plain tile roof covering to dormer windows with Spanish – existing plain tiles are not suitable for the low pitch (20 degrees) and is causing water ingress, The Manor House, 65 High Street. The application appears to be in keeping with its setting. The Town Council therefore has no objection.*

iii) DC/24/1262/FUL – Replacement of old PVC windows with new energy efficient PVC window frames and glass, 2 Marlborough Road. This property is within the Conservation Area and as per the Neighbourhood Plan and Local Plan design guidelines the opportunity should be taken to improve the aspect within the CA setting. The Town Council would therefore suggest that the opportunity be taken to restore the original material of timber at this property – especially on the front elevations.

b. ESC decisions – *see attached* – Noted.

c. Applications to ESC Committee. Nil.

d. Any Planning Inspectorate Appeals Lodged.

*Blackshore Cottage 1 Blackshore Southwold Suffolk IP18 6TA Ref. No: AP/23/0053/REFUSE / Received: Mon 25 Sep 2023 / Status: Appeal In Progress – Noted.*

e. Any licence applications/decisions to consider;

Street License re 5 Market Place update – second application re tables refused by ESC licensing.

f. Any consultations to consider.

New Local Validation List and Guidance – adopted wef 1<sup>st</sup> May 2024  
New guidance for developments in rural areas - adopted by ESC

6. **Date of next Planning and Development Committee Meeting:**

Tuesday 21<sup>st</sup> May 2024 TBC.

There being no further business the meeting closed at 6.45pm.

Signed .....

Dated .....