

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Planning and Development Committee held in the Committee Room at the Town Hall, Southwold, at 7.00pm on Tuesday 4th December 2018

PRESENT: Councillor W Windell (Chairman)
 “ I Bradbury
 “ S Flunder
 “ J Jeans
 “ D Palmer

Also present: The High Steward and the Town Clerk.

BUSINESS

1. **Apologies:** Apologies were received from Cllr Tucker.
2. **Declarations of interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.*
There were no Declarations of Personal Interest.
 - b) *To receive any declarations of Pecuniary Interest regarding the agenda.*
All Councillors declared a Pecuniary Interest in the planning application DC/18/4591/FUL for 5 Strickland Place (as Town Council is landlord).
 - c) *To receive any request for dispensations regarding the agenda.*
All Planning Committee members were granted dispensation to discuss planning application DC/18/4591/FUL.
 - d) *To receive details of any lobbying to members.*
Nil.
3. **To receive comments from Southwold electors on matters on the agenda (each elector will be allowed a maximum of 3 minutes).**
There were no members of the public present.
4. **Minutes-** *To confirm the minutes of the meeting held on 20th November 2018. It was RESOLVED by all to approve the Minutes of 20th November 2018.*
5. **Planning Matters:**
 - (a) **To determine the Town Council response to the following applications:**
 - 1) *DC/18/4591/FUL – Replacement windows and ground floor rear doors, one existing and one to put new double door with level access threshold in existing rear window opening, 5 Strickland Place, For Mrs V Redington.*
There were no adverse comments in respect of this application.
 - 2) *DC/18/4568/LBC – Regularisation of listed building consent DC/17/3182/LBC alterations and amendments as described on the letter dated 24th October 2018 (ref: BJH/JET S:1685) including: Retention of partition walls on the second floor. Retention*

of the existing wall on the first floor between bedroom 1 and the bathroom. Lowering the sills and rebuilding the jambs of two window openings on the first floor west (rear) elevation. Insertion of a new aluminium window into the new extension cloakroom on the ground floor. Changing the roof light in the lobby on the ground floor from triangular to circular. Introduction of small roof lights into the new flat roof to serve the shower room and utility room, Hill House, Constitution Hill, for Mr J & Mrs H Kelly.

There were no adverse comments in respect of this application

- 3) *DC/18/4621/COU – Change of use of land to include visitor information point, community garden and public car park, Millennium Foundation Trust Land, Might's Road, for Millennium Foundation.*

The Planning Committee noted that this is a valuable project for the town. It is assumed that the lack of detail in the application is due to it being a change of use request and that a full application will be submitted in due course. As part of the change of use application, it is suggested that electric charging points be considered within the project.

Once the full application is available and more detailed information provided, the Town Council Planning Committee will be able to consider any improvements to the architectural design for the visitor centre within this part of the gateway to Southwold and the AONB. The Planning Committee will then review the Suffolk County Council Highways evaluation of the site for parking, especially with regards to a) the entrance/exit, b) surfacing and drainage, c) lighting, d) traffic flow impact, e) pedestrian safety.

- 4) *DC/18/4506/FUL – Temporary siting of a container. Self-contained commercial kitchen for production of ready to sell meat products, diversification of the existing restaurant business, 53 Ferry Road, for Mr J Nicholson.*

The application is for an 18-month period.

The Committee were divided over whether food production in a container unit was appropriate in this area. The Sail Loft building is locally listed.

On a majority of 3 in favour and 2 against the Planning Committee agreed to support the temporary installation subject to a) the term being reduced to 12 months and b) landscaping being required to mitigate the impact on the character of the area. It was also suggested that the working times agreed replicate those stated in the application as being the realistic usual working hours of 9am – 9pm.

Cllr Jeans asked that her objection be noted as she considered that the justification for the planning application is not supported on sound planning principles.

- 5) *DC/18/4642/FUL – Demolition of existing garden store and rear outbuildings and to rebuild as garden room, 25 Station Road, for Mr J Heawood.*

The Planning Committee considered that there could be 2 improvements to the plans provided being a) apex of extension presently nudges the top of the window above – the Committee would request the lowering of the roof ridge, b) curved lintel detail above windows to be added throughout the application (presently not included on window to side elevation).

- 6) *DC/18/4601/FUL & DC/18/4602/LBC – Listed Building Consent – Construction of single storey side extensions following demolition of existing structures. Replacement flat roof covering and roof light. Internal alterations. New rear door to Lorne Road. New potting shed, 25 Park Lane, for Mr K Murphy.*

Concerns were expressed regarding the size of the new extension which closes a gap that provides aspects of light and space. It was considered that the new roofline creates an overdevelopment.

It is suggested that a flat roof be incorporated within the side extension (see annotated picture attached) to ensure penetrability and a sense of separation from the adjoining extension.

- 7) *DC/18/4825/FUL – Installation of HVAC units to roof of the building to supply the retail unit, 31 High Street, for Fat Face Ltd.*

There were concerns about the impact of noise to residential properties. There are no details contained within the application about the air conditioning units, the noise levels or the outputs.

- 8) *DC/18/4911/FUL – Construction of a rear extension, 38 Fieldstile Road, for Mr & Mrs L Newland.*

There were no adverse comments in respect of this application as there is sufficient off-street parking to accommodate the loss of the garage.

(b) To receive decisions from WDC on previous planning applications:

Noted.

(c) Any other planning matters

- *To consider WDC Planning Cttee agenda items of relevance to Southwold*
- *Any other Planning matters/Enforcement matters raised since last meeting.*
 - (a) *demolition in Trinity Street/Trinity Close – application to be reviewed to ensure that this was permitted.*
 - (b) *5 Victoria Street – balcony – DC/17/0092/ROC and DC/16/4795/FUL to be reviewed to ensure that this is permitted development.*
 - (c) *fencing along Pier Avenue – Cllr Bradbury to provide the photographs and this to be considered again at the next meeting.*
- *SCC – licensing of tables and chairs on highway. SCC have confirmed that they would be pleased to work with the Town Council with regards to licencing. Meeting to be arranged for the New Year.*
- *Landscaping Scheme for corner Mights Road/Pier Avenue - update. The developer and landscaper are liaising direct on this project.*
- *SPS Training events – dates to be circulated.*
- *Waveney Local Plan – the Inspector’s comments have now been received and these are at consultation until 28th January 2019. The Neighbourhood Plan Team will be asked to review the comments at their January meeting and the Planning Committee will draft a Council response by the consultation deadline. Specific attention to be given to the Inspector’s comments re affordable housing.*
- *Hotson Road Tennis Courts – this is not a site that has been listed in the Neighbourhood Plan with any specific designation – Neighbourhood Plan Working Group and the consultant to be asked to consider this site.*

6. **Urgent Business:** to act upon any matter of a planning urgency, within the meaning of the Standing Orders, which may be brought to the attention of the Committee with the consent of the Chairman previously obtained.

Nil

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

Tuesday 8th January 2019 at 7pm at the Town Hall.

There being no further business the meeting closed at 9pm.

Chair

Date

DRAFT