

# SOUTHWOLD TOWN COUNCIL

**Minutes of the Meeting of the Planning and Development Committee held  
in the Council Chamber at the Town Hall, Southwold, at 7.00pm  
on Tuesday 7<sup>th</sup> August 2018**

**PRESENT:**

Councillor	W Windell (Chairman)
“	I Bradbury
“	J Jeans
“	D Palmer

Also present 1 member of the public, 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.*  
Cllr Windell declared a personal interest regarding planning item DC/18/2951/FUL.
  - b) *To receive any declarations of Pecuniary Interest regarding the agenda.*  
Nil.
  - c) *To receive any request for dispensations regarding the agenda.*  
There were no requests for dispensation.
  - 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 comments from electors.
4. **Minutes-** *To confirm the minutes of the meeting held on 19<sup>th</sup> June 2018. It was RESOLVED by all to approve the Minutes of 3<sup>rd</sup> July 2018.*
5. **Planning Matters:**
  - (a) *To determine the Town Council response to the following applications:*
    - (i) DC/18/2873/LBC – Listed Building Consent – Temporary installation of emergency light to allow testing, Southwold Lighthouse, Stradbroke Road, for Trinity House.  
WDC to be advised that there are no adverse comments relating to this application.
    - (ii) DC/18/2783/FUL – Construction of a single storey rear extension, Burchley, North Green, for Mr R Godfrey.  
The Planning Committee considered that in the absence of a Design & Access Statement or a description of the materials, and no internal layout paperwork, this application was difficult to comprehend.

From the information available the Planning Committee considered that to extend this building, which is already out of character with the Conservation Area, would amplify the adverse impact on the Conservation Area. The Planning committee noted the neighbours objection that had been forwarded to WDC and agreed with the reasoning contained within this objection and with the request made by the neighbour. The Planning committee considered that from the details available, the overall scale, mass and siting of the proposed extension were of concern, together with the impact on the

neighbouring garden. In view of the above, the Planning Committee agreed to request that WDC seek to refuse the application for the reasons detailed. The Planning Officer will be contacted direct regarding the lack of clear documentation.

*(iii) DC/18/2836/FUL – A small ground floor glazed area beneath part of the existing first floor. The proposed glazed area will sit beneath and will be slightly recessed within the existing first floor footprint, 1 Mackenzie Mews, 58 High Street, for Miss S Foley.*

The Planning Committee noted that this property has been subject to several recent planning applications. Previous WDC decisions have refused the creation of bulk and mass bolt-ons and extensions. The Planning Committee see no reason why this application should therefore be approved as it is again seeking to create bulk and mass. The Planning Committee considered that the request is an attempt to increase the property by “stealth” and this application is now creating a 2 storey building, whilst previous applications have somehow resulted in the loss of parking spaces. The Planning Committee considered that the bulk and mass of this property should not be increased any further and that WDC should therefore seek to refuse the application on this basis. It should also be added that there are concerns about the proposed addition of glass within this application.

*(iv) DC/18/3003/FUL – Alterations and improvements for provision of accessible facilities, 39 Marlborough Road, for Mr & Mrs Roe.*

WDC to be advised that there are no adverse comments relating to this application.

- 5) *DC/18/2689/FUL – New bin store area and amended car parking arrangements, Swan Hotel, for Adnams Plc.*

WDC to be advised that there are no adverse comments relating to this application.

- 6) *DC/18/2951/FUL – Rear and side extensions, new staircases and internal alterations, 5 Bartholomew Green, for Mr M Turchin.*

The Planning Committee considered that the significance of this Grade II listed building had not been recognised within the application. However, the proposals contained within the application will have a vast impact on this property. The proposed position of the staircase and back door will affect the amenity of the neighbours. The Planning Committee are concerned that the historic nature of this semi-detached building will be adversely affected by the proposals. After full discussion the Planning Committee agreed to request that WDC seek to refuse the application on the basis of the above comments.

- 7) *DC/18/2964/FUL – alterations and additions, 82 Pier Avenue, for Mr & Mrs N & J Hill.*

The Planning Committee discussed the application in detail and had concerns about the flat sedum roof, which it considered to be out of character with the building and surrounding areas. The Planning Committee would request that a slight pitch is incorporated within the roof. It was also considered that the proposed dormer window should reflect the other dormer, to ensure that it was in keeping with the style of the period. The Planning Committee agreed to suggest to WDC that amendments be made to the plans as per the comments above.

- 8) *DC/18/3081/TCA – Silver birch – small tree, approximately 15ft tall, propose to reduce the height and tidy previous pruning cuts. Eucalyptus – another small tree, reduce the overall crown by 15%, remove suckers and tidy pruning cuts. Plum tree – crown reduction by 15% and crown thin. Holly tree – remove some growth from inside tree to*

*allow more light to the garden. This is approximately 10ft tall and a spread of 10ft. All works carried out to maintain the small tree canopy shape and to stop trees becoming too big for its surrounding, 14 Barnaby Green, for Mr S Wells.*

Noted and no objection.

- 9) *DC/18/3082/TCA – Cherry tree – crown reduce by 20% to allow more light to garden. Tree in corner of garden near boundary. Cypress tree – reduce height and crown by 2m to reduce shading and risk of storm failure. 68 North Road, for Mrs C Barnett.*

Noted and no objection.

- 10) *DC/18/26313/LBC & DC/18/2632/ADN – Listed Building Consent – Replacement timber bay window, like for like. Non illuminated side front fascia graphics/signage and 2 sign boards to rear garden/courtyard back wall, 54 High Street, for Mr S Grocutt. Already responded to as follows: Listed Building Consent replacement timber bay window like for like – the Planning Committee has no objection to the replacement timber bay window.*

Non-illuminated advert consent side front fascia graphics/signage and 2 new sign boards to rear garden/courtyard back wall – the Planning Committee has no objection to the side front fascia graphics/signage on the windows.

The Planning Committee does however have concerns with regards to the 2 new sign boards requested to the rear garden/courtyard back wall as this wall is listed and we are aware that previous requests for signage on this wall have been refused and we would therefore not wish for any precedent to be set.

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

DC/18/2010/FUL – 74 High Street - permitted

- (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 including outstanding change of use applications – Cllr Windell advised that he had been notified of an application for 37 High Street that will be coming to Committee at the next meeting, for which neighbouring properties are voicing concern.*

With regards to enforcement matters, the meeting was advised that there have been further occasions of chairs on the highway outside Harris & James, and the A board outside Farmhouse Bakery was causing concern in view of its size.

- *Future meeting with enforcement officer – date to be arranged.*
- *WDC Local Plan – the planning cttee have registered interest to speak at the public examination in October.*
- *Suffolk Preservation Society Training – 16<sup>th</sup> October 2018 - 10am – 1pm*

7. **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.

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

Tuesday 21<sup>st</sup> August 2018 at 7pm – apologies have been received from Cllr Bradbury.

Chair .....

Date .....