

SOUTHWOLD TOWN COUNCIL

Minutes of the Planning and Development Committee held on Tuesday 19th January 2021 at 4pm via Zoom.

PRESENT:	Councillor
	“ D Beavan
	“ I Bradbury
	“ S Flunder
	“ J Jeans – Chairman
	“ M Ladd
	“ W Windell

Also, present: The Town Clerk and 5 members of the public.

BUSINESS

1. **Apologies:** Apologies for absence were received from the High Steward.
2. **Declarations of interest:**
 - a) *To receive any declarations of Personal Interest regarding the agenda.*
Cllr Ladd and Cllr Flunder declared a Personal Interest in Agenda item 5(a)((i) as Millennium Foundation Trustees.
 - 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.*
Nil
3. **To receive and approve Minutes of meeting held on Tuesday 12th January 2021.**
On the proposal of Cllr Windell seconded by Cllr Bradbury **it was RESOLVED by all** to approve the Minutes of the meeting held on Tuesday 12th January 2021.
4. **To receive comments from Southwold electors on planning matters on the agenda** (*each elector will be allowed a maximum of 3 minutes – to a total maximum of 10 minutes*).
Neighbouring resident spoke re 46 Hotson Road - is concerned regarding this application. The house is in the dip of Hotson Road. The extension for 46 Hotson Road is on the boundary fence and the height will cause concern. Concern re design/light effect/amenity. Will need to erect scaffolding on neighbour's property to build and no permission has been sought or might not be given.

Questions to neighbour:

- i) *Can Southwold Town Council enter the garden?* Neighbour gave permission for Southwold Town Council to enter the garden to view the situation.
- ii) Neighbour will send photos to Southwold Town Council.

A resident spoke regarding the application for the Millennium car park. Concern was expressed that the Visitor Centre could be subject to vandalism. The resident asked why 2 surfacing materials were being used.

As public members Michael Ladd and Simon Flunder spoke re Millennium car park. Michael Ladd advised that Southwold Town Council gifted the land to the Millennium Foundation. The Millennium Foundation has been working on the car park for 6 years. Planning has previously been agreed but interceptors were a condition and project has been costed approx. £1m. The option now is to put a membrane down hence the application.

Visitor Centre – Leader funding grant has been received and the Centre is being repositioned. Materials are cost driven. There will be room for 80 cars on grass, 80 cars on hardstanding – 160 spaces in total.

The Millennium Foundation do not believe there would be the need for 160 spaces 24/7 as it is usually an overflow car park. There is still a community garden on the site.

Re CCTV suggestion. Michael Ladd advised that the Millennium Foundation will look into CCTV and they are putting in low level lighting. The Millennium Foundation doesn't have a parking problem but the town does hence why the Foundation is trying to complete this project - doing it for the community.

5. **Planning Matters:**

(a) **To determine the Town Council response to the following applications:**

Applications.

(i) *DC/20/5296/FUL – Two storey extension to rear of existing property plus demolition of existing front porch due to subsidence and rebuilding of same to the identical footprint, but slightly modified design, 46 Hotson Road.*

Cllr Jeans described the application. Cllr Windell suggested that the materials aren't clear. (Seem to be options in the application). See pre-app comments provided in the application form. This application allows 4 separate bedrooms each with its own ensuite.

Application:

Front porch – ok

Rear extension – conservatory gone.

Pitched roof going on on extension and a new taller roofline on east elevation going on whole extension and the extension is going out – creates a doubling of the extension area.

2 doors on new extension have got Juliet balconies and see first floor extension plans.

Discussion re going onto someone else's land to build the extension (i.e. onto 46a). This seems to need to be a civil agreement between the 2 parties and building regulations will need to be involved.

Matters of concern within the application;

- Mass is too large
- Impact on neighbours
- Too overpowering
- Too high and too large
- 2 new Juliet doors

It was Resolved by all to ask ESC to seek reductions in mass reduce/lessen roof height, extent of extension, change of top door to a window.

(ii) *DC/21/0009/FUL – the proposal to build a ground floor extension onto the garden elevation to accommodate a larger living space with a newly configured kitchen and utilities requiring an*

overall length of 5220mm and a width of 5500mm. An existing ground floor extension, built in the 80s, measuring 2350mm in length with a width of 5500mm either to be removed or added onto giving a net additional length of 2900mm, 23 North Road.

Locally listed. Extension is adding 2.9m. A resident advised that they are filling the whole garden in at number 23 North Road (same as numbers 17/19/21). Cllr Windell advised that the extension is coming out past the backs of all the neighbouring properties. As a non designated Heritage asset, the design needs to be sympathetic to the surrounds.

Discussion re infill.

It was Resolved by all to advise ESC that there are concerns about all of the infill along North Road. Loss of garden is a concern - it is bad for the environment and bad for the water system in Southwold. Extension is too large. All agreed

(iii) DC/20/5217/LBC – Listed Building Consent – Internal and external works in connection with the new use of the shop unit as a grab-and-go takeaway that offers mainly sandwiches, salads, snacks and drinks, 63 High Street.

See Heritage Statement. No objections.

iv) DC/20/5213/VOC – Variation of Condition Nos. 2, 3, 4, 9 and 12 of DC/18/4621/COU – Change of use of land to include visitor information point, community garden and public car park, Millennium Foundation Trust Land, Rights Road.

Discussion re footpath to the Fire Station/Police Station. It was established that there is a walkway.

Discussion re Visitor Centre. Discussion re drainage system for the toilets/rainwater. It was established that there is a sewage treatment plant for the centre.

Question re cycling facilities?

Question re shower facilities?

Question re Visitor Centre?

Michael Ladd advised that the plan was originally for an education facility but funding is now for tourism. There is an area for a small meeting/education area – takes 2 tables and a few chairs. Michael Ladd advised that the building has been split in half to enable toilets to be open if/when the Visitor Centre is closed. Michael Ladd advised that cycle hire may be able to operate on the site in future.

Cllr Windell asked whether a few cycle racks could be included at all? Michael Ladd advised that he could see no reason why not, a few cycle racks could be placed by the Visitor Centre.

A resident – asked about the steps to Visitor Centre – is there disabled access?

Michael Ladd advised that there is disabled access and no steps/hill need to be used.

Simon Flunder and Michael Ladd did not vote on this application.

It was Resolved by all to advise ESC that there are no objections to this application.

(b) ESC decisions – see Fieldstile Road.

ESC matters considered by referral panel? Pilot Cottage, 22 East Street application.

ESC decision re 9 Trinity Street. Cllr Beavan advised that ESC had no grounds for refusal but Cllr Beavan did advise the LPA about holiday lets and the volume of them in the town.

Applications to ESC Committee. Nil

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

(d) Other planning matters:

Draft Historic Environment Supplementary Planning Document Consultation – 7th December 2020 to 1st February 2021. Draft Historic Environment Supplementary Planning Document response to be sent in.

Supporting Housing Delivery & Public Service Infrastructure Consultation - 3rd December 2020 – 28th January 2021. The Housing Delivery consultation will not affect Southwold as we are AONB.

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.

49 High Street – on last weeks' STC planning application list. Advice has been sought from Ruth Summers who considers that the Heritage Statement is not adequate. There will be a loss of Historic fabric and damage will be caused by the alterations. There is no evidence that the property ever had dormers. This advice has been sent to ESC as part of STC response.

ESC Ward Cllr Beaven re Whitepoint – tomorrow is the last day for the applicant to respond to LPA. It would appear that works are on hold there at the moment.

The Hog, Forest Lodge – advertising. ESC enforcement is aware of the situation. SCC have advised that leaflets cannot be put outside.

ESC Ward Cllr Beavan was asked to advise ESC that residents have noted that statutory notices have not been sent to neighbours of some of the planning applications.

Neighbourhood Plan – Cllr Jeans advised that there has been low response to Regulation 14 Consultation. Media posts will remind people of the deadline for comments.

Discussion re the Regulation 14 Consultation. The Neighbourhood Plan Team will have a discussion with the consultant tomorrow to see whether anything else needs to be done?

Cllr Ladd re Regulation 14 consultation – SCC will be providing a response.

Cllr Beavan advised that he will put something onto Facebook to promote the Neighbourhood Plan Consultation expiry date.

7. **Date of next Planning and Development Committee Meeting:** 2nd February 2021.

There being no further business the meeting closed at 6pm.