

SOUTHWOLD TOWN COUNCIL

Minutes of the Meeting of the Planning and Development Committee held in the Council Chamber at the Town Hall, Southwold, at 10am on Thursday 27th July 2017

PRESENT: Councillor I Bradbury
 “ J Jeans
 “ D Palmer
 “ M Tucker
 “ W Windell

Also present the Town Clerk.

BUSINESS

1. **Apologies:** Apologies were received from the High Steward.
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.*
Cllr Tucker declared a pecuniary interest in planning application DC/17/2673/FUL.
 - 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 members of the public present.

Public session closed.
4. **Minutes-** To confirm the minutes of the meetings held on 22nd June 2017 and 30th June 2017. **It was RESOLVED by all to approve the Minutes of 22nd June 2017 and 30th June 2017.**
5. **Planning Matters:**
 - (a) **To determine the Town Council response to the following applications:**
 - (i) *DC/17/2212/FUL – Replace existing front door with a new Georgian Style 6 panel, raised mouldings Hardwood, 27 St Edmunds Road, for Mrs H Jennings.*
The Planning Committee discussed the application for this Locally Listed Building which is part of a terrace which themselves should provide uniform design. Referring to the Supplementary Planning Guidelines paragraphs 4.8 and 4.9 any changes need to be sympathetic to the style and design of the original building.

The changes proposed would have a cumulative effect on the whole terrace and would affect the integrity of the whole terrace. A new door would need to be in

character with the original style for the whole building in accordance with the NPPF Policy of good design.

Both designs provided are out of character with the style and design of the original building and we would ask therefore that WDC refuse this application on this basis. New application to be submitted with a door that is suitable for this Locally Listed terrace building.

- (ii) *DC/17/2768/VOC – Variation of Condition No 2 of DC/17/0882/FUL – Single storey rear extension to form continuous level ground floor retail space. Change of use and alterations to upper levels to form a two bedroom apartment – Amendment of drawings to include balcony at first floor in place of approved Juliette balcony. Drawing 1602014 202 revision D to be replaced with Drawing 1602014 213 revision A, 74 High Street, for Mr C Gurteen.*
A balcony was not permitted in the original application as per the concerns noted by the Planning Officer, the Conservation Officer and the Town Council. The Town Council would refer you to the response of the Town Council to DC/17/0882/FUL as well as the concerns of the Planning Officer and the Conservation Officer advised in their response to the original planning application. The views of the Town Council are still valid and can be applied to this request for Variation of Condition which WDC should therefore seek to recommend to refuse.
- (iii) *DC/17/2730/FUL – Replacement of existing front window with new white UPVC sliding sash windows, Rodings, Salisbury Road, for Mr Wilson.*
This property is in a Conservation Area and therefore UPVC would not be permitted. The Town Council would therefore seek wood as a replacement and would recommend that WDC seek to refuse this application.
- (iv) *DC/17/2935/LBC – Listed Building Consent for Replacement windows at 7 North Green by Mr P Dudfield.*
This is Listed Building and it was noted that Historic England state that materials must match the historic pattern. This application replaces casement windows with casement windows. The Planning Committee recommends that WDC approves this application.
- (v) *DC/17/2941/VOC – Variation of Condition No. 2 of DC/14/3668/FUL – Alterations to provide new frontage and separate flat from retail area – To replace the drawings noted in the condition with new drawings, revised scheme showing variations, 6 Victoria Street, for Mr & Mrs R & C Jackson.*
This application was discussed and the Planning Committee recommends that WDC seeks to approve the application.
- (vi) *DC/17/2983/FUL – Conversion of a guesthouse into a dwelling, 20 North Parade, for Mr & Mrs Brown.*
The Planning Committee would like to call attention to the Planning Officer of DM23 paragraph 8.4 where it states that “hotel and guest houses provide”. The Town Council Planning Committee therefore assumes that any reference afterwards that relates to hotels also then relates to guest houses? Policy DM23 states “Existing hotels will be protected from conversion to non-tourism use and enhancement of existing hotels will be encouraged and supported.”
The Planning Committee do have concerns about the loss of bed and breakfast accommodation.

- (b) To receive decisions from WDC on previous planning applications:
 DC/17/1252/LBC – 17 Market Place Approved
 DC/17/2077/LBC – Stablings, Gun Hill Approved

Noted.

(c) Any other planning matters

Local Listing – properties for listing – see also Character assessments
WDC Planning Cttee agenda items – to receive matters from the WDC Committee.
 Planning Committee training requirements
 Enforcement Officer visit to Trinity Street
Any other planning correspondence to consider including;
 Use class of High Street businesses.
 WDC Local Plan Consultation
 Letter from resident re 28 Cumberland Road
 Rural Housing Alliance case studies and information
 Neighbourhood Plan emerging policies to note

All the above were noted by the Committee members.

The Town Clerk was asked to find out more information about whether change of use is required for pop up shops.

Cllr Tucker left the meeting at 11.37am.

- (vii) *DC/17/2673/FUL – Conversion of existing first floor store above garage to form living accommodation ancillary to house with sleeping, washing, and basic cooking provision. No external alterations are proposed to the garage building and the loft/store is already served by a large window (to the east elevation), and external stair (to the west), Farview, Blackmill Road, for Mrs M Tucker.*

Council noted that the pre planning advice had been sought and that WDC Planning Officer had advised that this application may be permitted so long as “the annexe accommodation relates to guest accommodation associated with the main property.” The Planning Committee agreed that it would wish this to be a condition of any consent.

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.

The meeting was advised that the Suffolk Preservation Society is organising a course on “design” for parish councillors. Any suggestions for content to be emailed to Cllr Jeans.

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

Tuesday 8th August 2017 at 7pm at the Town Hall.

There being no further business the meeting closed at midday.

Chair

Date