

Telephone: 01394 282086  
Fax: 01394 285920  
email: enquiries@felixstowe.gov.uk

9 am to 4 pm Mondays to Fridays



TOWN HALL  
FELIXSTOWE  
SUFFOLK  
IP11 2AG

**TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE**

Cllr S Bird (Chairman)

Cllr A Smith (Vice Chairman)

Cllr S Bennett

Cllr S Gallant

Cllr M Jepson

Cllr M Morris

Cllr D Savage

Cllr S Wiles

Cllr K Williams

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 8 June 2022 at 9.15am**.

**Public Attendance**

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend. Members of the public are invited to make representations or put questions to the Committee during the public session.

*There is a limit to the number of public attending in-person, which may be further affected by coronavirus guidance. If you wish to attend in person, please email [townclerk@felixstowe.gov.uk](mailto:townclerk@felixstowe.gov.uk) to confirm capacity.*

**Public are very welcome join via Zoom using the following link:**

<https://us02web.zoom.us/j/82892513980>

Alternatively, you may join via the meeting ID 828 9251 3980 or over the telephone by calling 0131 460 1196.

*Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity in its decision-making and Members are reminded to consider the Council's commitment to climate action.*

---

**Ash Tadjrishi**  
**Town Clerk**  
**1 June 2022**

For information (via email):

All Town Councillors  
Local Press  
Felixstowe Chamber of Trade & Commerce

## A G E N D A

### 1. **Public Question Time**

Up to 15 minutes is set aside to allow members of the public (up to three minutes each) to make representations or put questions to the Committee on any relevant matters.

*Members of the public wishing to comment on a specific planning application may be invited to do so, at the direction of the Chairman, immediately prior to consideration of the application.*

### 2. **Apologies for Absence**

To receive any apologies for absence.

### 3. **Declarations of Interest**

To receive any declarations of interest and to consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest.

### 4. **Confirmation of Minutes**

To confirm the Minutes of the Planning & Environment Committee meeting held on 25 May 2022 as a true record. **(Pages 5-8)**

### 5. **Planning Applications**

To consider the following planning, and other, applications received since the previous agenda:

- a. **DC/22/0867/FUL** | Two double skinned fuel tanks will be installed on the existing site for the offloading and loading of fuels. These tanks will be installed on new reinforced concrete slabs. An electrical GRP pre-fabricated unit will be installed for the electrical connections. A catchment area around the two tanks will be surrounded by drainage channels to capture any spills and runoff from the loading of trucks. These channels will lead to sumps which will be connected to a full class 1 interceptor. The existing interceptor releases into the the nearby canal; therefore the new interceptor will also drain into the canal. The existing drainage network will be connected into the new network where possible, allowing water collected from the site to be sent to the separator.

#### **Haven Filling Station Dock Road The Docks**

Applicant: Mr N Rimmer

[Link to Documents](#)

- b. **DC/22/1996/FUL** | Replacement beach side kiosk adjacent to promenade  
**Kiosk Site Near Bent Hill The Promenade Undercliff Road West**

Applicant: Mr J Newman

[Link to Documents](#)

- c. **DC/22/1955/FUL** | Two bedroom terrace house on empty plot attached to other terraced dwellings  
**19 Margaret Street**  
Applicant: Mr D Thiemann [Link to Documents](#)
- d. **DC/22/2011/FUL** | Single storey rear extension  
**85 Gainsborough Road**  
Applicant: Mr & Mrs Holness [Link to Documents](#)
- e. **DC/22/1926/FUL** | Single storey extension & alterations  
**33 Upperfield Drive**  
Applicant: Mr Bradford & Ms Donnelly [Link to Documents](#)
- f. **DC/22/1824/FUL** | Single storey extension to kitchen at rear of property  
**24 High Road East**  
Applicant: Mr Rivers [Link to Documents](#)
- g. **DC/22/1422/FUL** | The proposed works include: - The removal of the existing timber double glazed windows & doors & replacement with UPVC white double glazed windows & doors. Front door grey, remainder white. - Removal of a rear window & brickwork below with the installation of a new patio/french double doorway, colour white. - The removal of brickwork & the installation of lintol & UPVC double glazed window to the side elevation, colour white. - The removal of a central brick pier & two single garage doors. The installation of a new lintol, brickwork over & new electrically operated garage door & frame. White. - To install a 1m high metal estate fence to the LH side front boundary flank to match the front elevation, colour black, oak posts to match.  
**6 College Green**  
Applicant: Unstated [Link to Documents](#)
- h. **DC/22/1756/FUL** | To replace the existing White P.v.c.u. windows and doors with windows and doors of the same colour /material and of similar design. No change of use, Private Dwelling.  
**38 High Road West**  
Applicant: Mr Yates [Link to Documents](#)
6. **Planning Decisions**  
To note the decisions received from East Suffolk Council since the date of the previous agenda and up until the date of this agenda. **(Page 9)**
7. **Street Naming for Bloors Homes site, Walton High Street**  
To consider a request from Bloors Homes for suggestions of street names for their development off Walton High Street. **(Appendix A)**

**8. ESC Community Governance Review (CGR) Consultation**

To consider the CGR consultation recommendations and any recommendation to Council in order to submit a response from FTC by the 8 July deadline.

**(Page 10)**

**9. Correspondence**

To note any items of correspondence.

**10. Closure**

To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 22<sup>nd</sup> June 2022 at 9.15am.



**Committee recommended REFUSAL. We recognise that this property is part of the wider Martello Park housing development that was designed uniformly and, in particular, with the concept of symmetry – both within each block and as a whole. Furthermore, in the original planning consent Permitted Development rights for the entire development were removed with the intention of “retaining control over this particular form of development in the interests of amenity and the protection of the local environment” (condition 29 of C/12/0068). The applicant refers to a revised application in 2013 which allowed for the inclusion of additional dormers. However, this amendment was prior to the construction of the development and was designed to maintain the symmetry within each block. If this application were to be permitted the symmetrical appearance of this block – on both the front and rear elevations would be compromised. We therefore feel that this application contravenes SCLP11.1(b) (c)i, ii, and iv, and (e).**

<b>B</b>	<p><b>DC/22/1849/FUL</b>   Existing redundant letter box / metal plate cover to be removed. Existing aperture to be infilled by brickwork to match existing. Existing night safe to be removed. Existing aperture to be infilled by brickwork to match existing. Existing CCTV camera to be removed and make good. Existing ATM to be removed. Existing aperture to be infilled by brickwork to match existing. Existing lighting for ATM to be removed and make good. Existing branch nameplate/opening hours to be removed and make good. Existing heritage signage to be removed and make good. Existing heritage projecting sign to be removed and make good. Existing redundant letter box. Sign to be removed and to be sealed closed.</p> <p><b>18 Hamilton Road</b></p>
<p><b>Committee recommended APPROVAL and we welcome the attention given to the quality of this building by the current owner. We would request that the ESC Conservation Officer check the quality of the replacement brickwork so as to maintain the visual appearance of this prominent building in the Felixstowe Conservation Area.</b></p>	

<b>C</b>	<p><b>DC/22/1809/FUL</b>   Construction of a substation in association with an outline planning permission (DC/21/0670/VOC). This substation is required in order to feed electricity to the business units and school attached to the outline permission</p> <p><b>Land At Candlet Road</b></p>
<p><b>Committee recommended APPROVAL. Committee welcomes the sympathetic design and the landscaping elements included in this application.</b></p>	

<b>D</b>	<b>DC/22/1651/FUL</b>   Demolition of rear conservatory. Construct single storey rear extension to kitchen/dining. Enlarge rear bedroom with dormer construction. <b>132 Grange Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>E</b>	<b>DC/22/1536/FUL</b>   Replacement Garage, outbuilding and works to boundary wall including new entrance. <b>Conifers 11 High Beach</b>
<b>Committee recommended APPROVAL. We welcome this sympathetically designed proposal which Committee believe will enhance the appearance of this property in the Conservation Area.</b>	

<b>F</b>	<b>DC/22/1772/FUL</b>   Relocation of UKPN sub-station <b>Electricity Sub Station Clifflands Car Park Cliff Road</b>
<b>Committee recommended REFUSAL of this application. Firstly, we see no reason why this cannot be located in a more recessive position within the application site, as the current substation is. The proposed location will be in the most prominent position and therefore visually intrusive. Additionally, the utilitarian design, with no screening fence or landscaping, will be out of keeping with the street scene. We therefore feel that this proposal will be contrary to SCLP 11.1 (b) and (d). We have further concerns that the proposed location, immediately adjacent to the car park access, will compromise visibility and therefore safety for road users.</b>	

<b>G</b>	<b>DC/22/1371/FUL</b>   The property is a 2nd floor flat. It is proposed to replace all 3 existing brown stained softwood windows and one bay window with brown UPVC windows and bay windows to similar opening pattern and style <b>79 Capel Drive</b>
<b>Committee recommended APPROVAL.</b>	

<b>H</b>	<b>DC/22/1755/TCA</b>   1no. Group of mixed species (9 on plan) - Side reduce by up to 2 metres on south side; 1no. Laburnum (10 on plan) - fell; 2no. Prunus (11 and 12 on plan) - fell; 1no. Holm oak (13 on plan) - Overall crown reduction by up to 2metres <b>59 Orwell Road</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

<b>I</b>	<b>DC/22/1675/TPO</b>   TPO No. SCDC/04/0176 8 x Sycamore (1-8 on plan) - Re-pollard <b>St John The Baptist Church Orwell Road</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	
<b>J</b>	<b>DC/22/2004/TCA</b>   3no. Holm oak (marked on plan) - Fell, 8no. Holm oak (marked on plan) - Re-pollard <b>Martello Place Golf Road</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

### **23. PLANNING DECISIONS**

**RESOLVED** that the decisions on planning applications by East Suffolk Council notified to the Town Council since the previous meeting be noted.

### **24. MEETING REQUEST FROM PERSIMMON HOMES**

Committee considered a request from Persimmon Homes for a meeting with the Town Council to discuss their proposals for the Phase 2 development off Candlet Road, in advance of the developer submitting a further reserved matters application later in the year.

**RESOLVED** that Persimmon be invited to provide a briefing to Councillors on a Wednesday morning that would not clash with a Planning & Environment Committee.

### **25. CORRESPONDENCE**

**Committee NOTED** the following correspondence:

- i. Adoption of Historic Buildings Supplementary Plan Document.**  
East Suffolk Council had adopted a new Affordable Housing Supplementary Planning Document (SPD) on 3<sup>rd</sup> May 2022, replacing the July 2004 Supplementary Planning Guidance 2 Affordable Housing for the former Suffolk Coastal area.
- ii. Invitation from Bloor Homes to suggest street names for the development at Walton High Street, Felixstowe.**  
Bloor were seeking 20 names for the 16 roads within the development. Committee agreed that this should be included on the agenda for formal consideration at the next meeting.

### **26. CLOSURE**

The meeting was closed at 10.55am. It was noted that the next meeting was scheduled to take place on Wednesday 8 June 2022 at 9.15am.



## **AGENDA ITEM 6: PLANNING DECISIONS**

**Approved by ESC (and recommended for Approval by this Committee):**

<p><b>DC/22/0361/VOC</b>   Variation of Condition No.2 of DC/19/5049/FUL - Redevelopment of site to provide new clubhouse and new public facilities to include cafe, putting green, toilets and viewing platform, improved access, parking, 5 detached dwellings and associated landscaping, relocation of existing watch tower - existing clubhouse and pro-shop buildings to be demolished - Since planning consent was granted a full design team has been instructed and during the progression of the detailed design (including structural design), some design changes have been implemented to improve the buildability of the proposed dwellings and the clubhouse, include the aligning of structural elements. The clubhouse has now been amended to single storey, with a minimal increase in footprint and a reduction in floor level, whilst the essence of the design has been retained. Other minor fenestration/glazing revisions have also been proposed. <b>Felixstowe Ferry Golf Club Ferry Road</b></p>
<p><b>DC/22/1031/FUL</b>   Erection of floodlights for the main rugby union playing pitch at Coronation Park and part of the adjacent training pitch. There is no change of use. Planning permission previously granted in 2008 however has expired. This approval is connected with Felixstowe Rugby Club acquiring a 25 year lease from East Suffolk Council to play rugby at Coronation Park <b>Felixstowe Rugby Club Mill Lane</b></p>
<p><b>DC/22/1376/FUL</b>   Replacement increased size windows at ground floor with associated works New door replacing ATM with associated works Use as Financial Services <b>104 Hamilton Road</b></p>
<p><b>DC/22/1213/FUL</b>   Single storey part side/part front extension, garage conversion and alterations <b>25 Brook Lane</b></p>
<p><b>DC/22/0918/VOC</b>   Variation of Condition No.2 of DC/21/4457/FUL - Alterations and roof extensions to form additional 3 flats, with associated parking and vehicular access - The alterations to the rear roof are required to provide sufficient headroom for the communal staircases and circulation spaces. <b>Glenfield Court Glenfield Avenue</b></p>
<p><b>DC/22/1604/TCA</b>   1no. Lime (marked on plan) - Repollard to established pollard points <b>68 Orwell Road</b></p>
<p><b>DC/22/1698/TCA</b>   1no. Stone Pine (red circle on plan) - fell <b>Beauty Therapy 30 Maybush Lane</b></p>
<p><b>DC/22/1268/TPO</b>   TPO SCDC 104/1997 T1 Holm Oak: crown reduce by 30% and shape to balance: to clear solar panels and reduce shading. <b>Beech House 1 Tyndale Gardens</b></p>

**Refused (and recommended for Refusal by this Committee):** None

**Approved (and recommended for Refusal by this Committee):** None

**Refused (and recommended for Approval by this Committee):** None

## **AGENDA ITEM 8: ESC COMMUNITY GOVERNANCE REVIEW**

East Suffolk Council is conducting a district-wide Community Governance Review which started with Council agreement in January 2022.

The initial consultation period ended on 1 April 2022 and the Member Working Group have been considering the responses to that consultation to agree draft recommendations which will be taken to Council on 25 May 2022.

ESC's draft recommendations can be found here: [East Suffolk Council Community Governance Review – 2021-2022 » East Suffolk Council](#)

ESC has now opened the second stage of consultation which will run until 8 July.

Committee's attention is drawn to recommendation 14 [here](#) which seeks to bring the changes to Parish Wards in Felixstowe from the County Council review forward to take effect from May 2023.

The Town Council's request to amend the parish boundary to bring the future North Felixstowe Garden Neighbourhood development allocation wholly within the parish of Felixstowe is not being brought forward as a recommendation under the CGR as this was not supported by Trimley St. Mary.

East Suffolk Council has advised that the Town Council could either resubmit the request during this consultation stage, or, review as-and-when the development is eventually built out in consultation with the inhabitants and Trimley St. Mary at that time.

**Committee is requested to consider the Community Governance Review Consultation and make any recommendations to 22<sup>nd</sup> June Council.**