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TOWN HALL
FELIXSTOWE
SUFFOLK
IP11 2AG

9 am to 4 pm Mondays to Fridays

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 17 August 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 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.



The Council kindly asks that anyone planning to attend the meeting in-person to consider car-sharing or low-carbon modes of transport to the Town Hall.

Ash Tadjrishi

Town Clerk

10 August 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 3 August 2022 as a true record. **(Pages 4-7)**

5. **Planning Applications**

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

- a) **DC/22/2159/FUL** | Placement of a beach hut beneath the old station canopy at Great Eastern Square, Felixstowe. The hut will be used as a tourist information centre for visitors arriving by train. The aim is to promote Felixstowe and help visitors discover the town's shops, seafront and other attractions and amenities.

Great Eastern Square

Applicant: BID

[Link to Documents](#)

- b) **DC/22/2913/VOC** | Variation of Conditions 2 of DC/21/4185/FUL - (Alterations and extensions to form additional 6 flats on ground and first floor, with associated parking and vehicular access) - To utilise available space within existing loft above Flat 8.

Police Station 32 High Road West

Applicant: Pinn Homes Ltd

[Link to Documents](#)

- c) **DC/21/3988/FUL** | Retrospective Application - Rear roof dormer
101 Undercliff Road

Applicant: Mr M Morgan

[Link to Documents](#)

d) **DC/22/2848/FUL** | Single storey and first floor rear extension.

21 Grange Road

Applicant: Mr & Mrs Langfield

[Link to Documents](#)

e) **DC/22/2723/FUL** | Clad the external walls with "Arctic White" Hardie Plank

The Chase 31 Manor Terrace

Applicant: Mr A Artiss

[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 8)**

7. **Correspondence**

To note any items of correspondence.

8. **Closure**

To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 7th September 2022 at 9.15am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 3 August 2022 at 9.15am

PRESENT: Cllr S Bird (Chairman) Cllr M Morris (*to item 137D*)
Cllr A Smith (Vice-Chairman) Cllr D Savage
Cllr S Bennett Cllr S Wiles
Cllr M Jepson (*to item 137G*) Cllr K Williams

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs S Morrison (Planning Administration Assistant)

IN ATTENDANCE: 2 members of the public (*via Zoom*)

447. PUBLIC QUESTION TIME

The Chairman advised that he would invite representations from members of the public immediately prior to debate on specific applications.

448. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr S Gallant**.

Cllr M Morris gave apologies in advance of needing to leave the meeting at 10am.

Cllr M Jepson gave apologies in advance of needing to leave the meeting at 10.40am.

449. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr M Jepson Cllr S Wiles	All	Non-Pecuniary (as Members of East Suffolk Council)
Cllr S Bird Cllr S Wiles	All	Non-Pecuniary (as a Member of Suffolk County Council)

450. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 20 July 2022 be confirmed as a true record.

451. PLANNING APPLICATIONS

Committee considered the following planning applications received since the last meeting and **RESOLVED** to submit the following observations to East Suffolk Council:

A	DC/22/2259/FUL Three houses with parking and amenity areas Felixstowe And Suffolk Bowling Club St Edmunds Road
Committee recommended APPROVAL. Committee welcomes the use of this now-redundant site for much-needed housing. Additionally, we welcome the sympathetic architectural design which complements the style of neighbouring housing. Committee was satisfied that the applicant has considered flood-risk issues and the application is compliant with NPPF para. 164.	

B	DC/22/1292/FUL Demolition of existing building; Replacement building to be used for commercial use at ground floor and two residential units above. 2 Hamilton Road
Committee welcomed application which would further underpin the town centre and tourism offer. Members carefully considered the proposals in respect of the Conservation Area and on balance felt that the scheme would be an appropriate evolution of this building and enhance the Conservation Area as a whole. Committee recommended APPROVAL.	

C	DC/22/2609/FUL Infill development consisting of 4No. one-bedroom flats and 3 No. two-bedroom flats (7No. flats in total) over four floors, inclusive of rooms in the roof. Conversion of laundrette to extend existing house of multiple occupation to create three additional en-suite bedrooms on the ground floor and relocate the kitchen to the upper ground floor with new lower TV room created. Resubmission following 3 year time elapse of application 19/3342. 5, 6, 8 And 10 Manning Road
Committee recommended APPROVAL. Committee considered this application in light of it being within the Felixstowe South Conservation Area and feel that the new build infill element is sympathetically designed and will enhance the Conservation Area.	

D	DC/22/2704/FUL Construction of single storey extension to front elevation and single storey extension to rear 18 Foxgrove Lane
Committee recommended APPROVAL.	

Cllr M Morris left the meeting at this point, 10.00am

E	DC/22/2466/FUL Demolition and reconstruction of an office annex to Landguard Bungalow. Wardens House, Office View Point Road
Committee recommended APPROVAL. We welcome this much-needed upgrade to the building.	

F	DC/21/3854/FUL Retention and refurbishment of Riby House and sub division of Plot to create two additional dwellings Riby House 9 Riby Road
Committee recommended APPROVAL, subject to the planning officer being satisfied that any potential subsidence issues have been adequately addressed in the Design and Construction plans. We make this comment with the knowledge of local subsidence issues in the past.	

G	DC/22/2685/VOC Variation of Condition No.5 of C07/0517 - Change of use from car sales to hand car wash business site - Sundays and Bank Holiday hours to be amended to 09.00 - 17.30. Posh Car Wash At Langer Road Service Station Langer Road
Committee recommended APPROVAL, subject to the planning officer being satisfied that there is adequate water waste management capacity for the increase in hours used.	

Cllr M Jepson left the meeting at this point, 10.40am

H	DC/22/2550/FUL Side extension 3 Riby Road
Committee recommended APPROVAL.	

I	DC/22/2668/FUL Single storey flat roof rear extension 4 Fairfield Avenue
Committee recommended APPROVAL.	

J	DC/22/2898/TCA 1 No. Eucalyptus Tree in the rear garden to be re-pollarded. Pruning cuts made above previous. 30 Berners Road
Committee had NO OBJECTIONS, subject to the guidance of the Arboricultural Officer. We note, with concern, that there are no supporting documents with this application on the Planning Portal.	

452. PLANNING DECISIONS

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

453. SALC SURVEY ON PLANNING PROCESS

Committee reviewed the SALC survey on the planning process. Following a discussion and some minor amendments, it was agreed that the Clerk should

respond to the survey on behalf of the Town Council on the basis of the draft response prepared by Cllr Smith.

RESOLVED that the Clerk finalise the Town Council's response on the basis of the draft and submit this to SALC.

454. CONSULTATION ON PROPOSED DIVERSION TO FOOTPATH 28

Committee considered the consultation on the proposed diversion to Footpath 28.

RESOLVED that the Clerk respond to confirm that Committee welcomed the proposal.

455. CORRESPONDENCE

Committee NOTED the following correspondence:

i. Proposed Hamilton Road TRO

Committee noted proposals for a new TRO for the Hamilton Road shared space. Committee welcomed the formalising of the temporary arrangements under the proposed TRO, the new signage and proposed disabled parking bay. However, Committee strongly objected to the proposed removal of the right for blue-badge parking within the shared space area outside of the pedestrianised hours. Committee would wish to see the retention of loading only within the loading bays. Committee also believe that, in the absence of any barriers, there is a risk that vehicles will enter the pedestrianised zone during the restricted hours and request that consideration be given to automatic bollards or effective enforcement, such as ANPR cameras to deter drivers from infringing the rules. Furthermore, the Committee requested that the Felixstowe BID be formally consulted on the proposals.

456. CLOSURE

The meeting was closed at 11.55am. It was noted that the next meeting was scheduled to take place on Wednesday 17 August 2022 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

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

DC/22/2352/FUL Rear extension, new garden store, juliet balcony 8 Pretyman Road
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DC/22/2413/FUL Front extension 34 Dovedale

DC/22/2489/TCA 1no. American linden tree (marked on plan) Crown reduction by up to 2 metres 1 College Green

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

Withdrawn (seen by Committee 27 January 2021):

DC/21/0137/FUL Alterations to roof to form first floor accommodation 39 Colneis Road
