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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 25 January 2023** 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. 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.*



*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**  
**18 January 2023**

## 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 11 January 2023 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/23/0071/FUL** | Replacement of corroding steel windows with aluminium replacement frames in like for like style and colour.

**55 Hamilton Road**

Applicant: Mr M Marjoram, Clearfast Ltd

[Link to Documents](#)

- b) **DC/22/4774/FUL** | Change of use from Pharmacy to Hot Food take away. Single storey maisonette over existing retail unit.

**27 Beach Station Road**

Applicant: Mrs G Luo

[Link to Documents](#)

- c) **DC/23/0099/FUL** | Single storey extension to main house and single storey extension to existing garage

**21 Ferry Lane**

Applicant: Mr C Garry

[Link to Documents](#)

- d) **DC/23/0008/FUL** | Single storey rear extension

**15 Gainsborough Road**

Applicant: Mr A Hewitt

[Link to Documents](#)

- e) **DC/22/4862/FUL** | Garage Conversion With Bay Window  
**Hanby 94A High Road West**  
Applicant: Mr & Mrs Flint

[Link to Documents](#)

- f) **DC/23/0018/TCA** | 1no. Oak (marked on plan) - Pollard to previous pruning points  
**Manor Court 9 The Courts**  
Applicant: Mr D Howells

[Link to Documents](#)

- g) **DC/23/0099/TCA** | 1no. Oak (1 on plan) - Crown thin by 30%, 2no. Holly (2 and 3 on plan) - Fell  
**8 Gainsborough Road**  
Applicant: Fr J Barnes

[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. **(Pages 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 8<sup>th</sup> February 2023 at 9.15am.

## **AGENDA ITEM 4: CONFIRMATION OF MINUTES**

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 11 January 2023 at 9.15am**

**PRESENT:** Cllr S Bird (Chairman)                      Cllr M Jepson  
                 Cllr A Smith (Vice-Chairman)              Cllr M Morris  
                 Cllr S Bennett                                      Cllr D Savage  
                 Cllr S Gallant                                      Cllr S Wiles

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

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

**Prior to the start of the meeting, the Chairman referred to the passing of fellow Town Councillor Graham Newman on 28<sup>th</sup> December 2022.**

**Members and Officers stood and a minute's silence was observed for Cllr Newman.**

### **304. PUBLIC QUESTION TIME**

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

### **305. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr K Williams**.

### **306. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bird Cllr S Gallant Cllr M Jepson Cllr S Wiles	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bird Cllr S Wiles	All	Other registerable interests (as a Members of Suffolk County Council)

### **307. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 14 December 2022 be confirmed as a true record.**

### **308. PLANNING APPLICATIONS**

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

<b>A</b>	<b>DC/22/4367/FUL</b>   Change of use to allow continuation by local business use of the open space. The land will be used for tables and chairs as in previous applications. N. B. Development of this site for groundworks have temporarily been put on hold because of cost restraints. This may be revisited as part of a future application in due course. <b>Land East Of Bent Hill Undercliff Road West</b>
<b>Committee recommended APPROVAL.</b>	

<b>B</b>	<b>DC/22/4767/FUL</b>   Change of Use from Residential Maisonette Flat to 5 Bedroom HMO. <b>8 Orwell Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>C</b>	<b>DC/22/4734/FUL</b>   Proposed loft conversion with proposed rear juliet balcony and 4no. rooflights <b>37 Beatrice Avenue</b>
<b>Committee recommended APPROVAL.</b>	

<b>D</b>	<b>DC/22/4899/FUL</b>   Single storey front, side and rear extensions, partial garage conversion and alterations including replacement roof <b>65 Links Avenue</b>
<b>Committee recommended APPROVAL.</b>	

**Cllr D Savage left the Chamber prior to the next item.**

<b>E</b>	<b>DC/22/4773/FUL</b>   Demolish conservatory and replace with sun room as extension to house. Replace flat roof to side extension, with pitched roof. Change UPVC roofed covered ways with tiled <b>89B Princes Road</b>
<b>Committee recommended APPROVAL.</b>	

**Cllr D Savage returned to the Chamber.**

<b>F</b>	<b>DC/22/4814/FUL</b>   Single storey erection of extension to toilet as utility/shower area <b>174 Chelsworth Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>G</b>	<b>DC/22/4803/FUL</b>   Change of Use of HMO comprising of 7 no. bedrooms (Sui Generic) to HMO comprising of 9 no. bedrooms) (Sui Generis) <b>Kerensa 20 Manning Road</b>
<p><b>Committee recommended APPROVAL.</b></p> <p><b>We note that no Flood Risk Assessment has been provided but additionally note that all bedroom units have accessed to the first floor.</b></p>	
<b>H</b>	<b>DC/22/4750/FUL</b>   Construction of an annexe (amendments to previously approved application DC/22/1892/FUL) <b>165 Grange Road</b>
<p><b>Committee recommended APPROVAL but would request that it be conditioned that its use remains ancillary to the host property.</b></p>	

**309. PROPOSED UPGRADE TO EXISTING RADIO BASE STATION INSTALLATION AT HIGH STREET, WALTON**

Committee considered the proposed upgrading of mobile phone mast infrastructure at High Street, Walton.

**RESOLVED** that the Clerk respond to thank the operator for the opportunity to provide feedback on the proposals. The Committee had no significant comments to make.

**310. PLANNING DECISIONS**

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

**311. CORRESPONDENCE**

**Committee NOTED** the following correspondence:

- i. **DC/22/3493/FUL, 54 Looe Road.** Noted that this was sent to referral on the 20<sup>th</sup> of December, where it was determined that the application would need to go to committee on the 24<sup>th</sup> of January 2023. The proposal was being recommended for committee, regarding highways comments in terms of acceptability without standard parking spaces.  
Cllr Smith would attend the ESC Planning Committee meeting on behalf of the Town Council.
- ii. **Enforcement case ENF/22/0303/DEV following the refusal of planning application DC/22/3931/FUL.**  
Noted that the applicant had been instructed to cease the residential use of the building and remove facilities to ensure the building is reliant on,

and therefore ancillary to, the main dwelling and not an independent self-contained accommodation.

**iii. Email from Suffolk County Council asking feedback from the Town Council on the possibility of replacing the taxi rank at the Triangle with blue badge parking.**

Members did not support the removal of the taxi rank at that location at this time.

**312. CLOSURE**

The meeting was closed at 10.35am. It was noted that the next meeting was scheduled to take place on Wednesday 25 January 2023 at 9.15am.

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## **AGENDA ITEM 7: PLANNING DECISIONS**

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

<b>DC/22/4322/FUL</b>   Two storey rear extension, single side/front infill extension and construction of a front porch <b>York Cottage 17 Lansdowne Road</b>
<b>DC/22/4544/FUL</b>   Replacement loft conversion, single storey rear extension and alterations <b>123 Colneis Road</b>
<b>DC/22/4027/FUL</b>   Single storey rear extension, loft conversion, and associated works <b>125 Colneis Road</b>
<b>DC/22/4281/FUL</b>   New dropped kerb and access <b>51 High Road East</b>
<b>DC/21/3988/FUL</b>   Retrospective Application - Rear roof dormer <b>101 Undercliff Road West</b>
<b>DC/22/4259/FUL</b>   Ramped access with galvanised rails <b>28 Stour Avenue</b>
<b>DC/22/4690/TCA</b>   1no. Rowan and 1no. Lime (marked X on plan) - Fell <b>1-4 Colbourn Court 11 Ranelagh Road</b>
<b>DC/22/4619/TCA</b>   1no. Holly (7 on plan) - Fell <b>Belgrove 3 Ranelagh Road</b>

**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