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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 5 April 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 to confirm capacity.

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

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

Our online meeting guidance can be found here: <https://felixstowe.gov.uk/wp-content/uploads/2022/02/Remote-Meeting-Guidelines.pdf>

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
29 March 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, other registerable or non-registerable interest.

4. **Confirmation of Minutes**

To confirm the Minutes of the Planning & Environment Committee meeting held on 22 March 2023 as a true record. **(Pages 4-6)**

5. **Planning Applications**

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

- a) **DDC/22/4418/FUL** | Placement of 14 beach huts seaward side of the tidal barrier southeast of Martello Park playground, with two areas of beach located seaward side of the tidal barrier east of Martello Tower P maintained for biodiversity mitigation.

Felixstowe Sea Front Martello Park

Applicant: Felixstowe Beach Hut Assoc.

[Link to Documents](#)

- b) **DC/23/0824/FUL** | Amendment to Development Approved under Planning Permission DC/13/2505/FUL to Include Deletion of ground Floor Commercial Uses (Retail and restaurant) and Provision of 21 Aparthotel Suites

The Marlborough Hotel Sea Road

Applicant: Mr E Aslan, Cem Property Ltd

[Link to Documents](#)

- c) **DC/23/0553/FUL** | Proposal to carefully demolish existing timber clad bungalow and erect a new 3 bedroom property with 2No. parking spaces

38 Berners Road

Applicant: Mr A Waterhouse-Taylor, A&A Property Maintenance (Suffolk) Ltd

[Link to Documents](#)

- d) **DC/23/0887/FUL** | Window repairs (listed building)
3 Cranmer House Maybush Lane
Applicant: Mrs K Riddell [Link to Documents](#)

- e) **DC/23/0819/LBC** | Listed Building Consent - Repairs to existing windows
3 Cranmer House Maybush Lane
Applicant: Mrs K Riddell [Link to Documents](#)

- f) **DC/23/0893/FUL** | To change current wooden windows to upvc styles like for like
Flat 2 10 Quilter Road
Applicant: Mrs N Casey, RMC Windows Ltd [Link to Documents](#)

- g) **DC/23/0594/FUL** | Replacement of windows
Flat 4 Seagull House 5A Hamilton Gardens
Applicant: Mr H Edwards, Roundwood Restorations [Link to Documents](#)

- h) **DC/23/0975/FUL** | Replacement windows to the rear and side elevations
4 Felix Court Sea Road
Applicant: Ms Nunn [Link to Documents](#)

- i) **DC/23/0814/FUL** | Increase the width of drop kerb
44 Westmorland Road
Applicant: Mr T Harman [Link to Document](#)

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 7)**

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 19th April 2023 at 9.15am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 22 March 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: 1 members of the public (via Zoom).

454. PUBLIC QUESTION TIME

None.

455. APOLOGIES FOR ABSENCE

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

456. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird 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)

457. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 8 March 2023 be confirmed as a true record.

458. 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/23/0804/FUL Two storey side extension and single storey rear extension. 6 Lansdowne Road
Committee recommended APPROVAL.	
B	DC/23/0854/FUL Replacement windows to veranda and house, replacement doors, replacement panelling to veranda 9 High Beach

Committee recommended APPROVAL. We note that this property is in the Conservation Area and in that light, we recognise that under this application the traditional historic appearance of the windows concerned will be partially lost. However, we recognise that this compromise has already been made in the ground floor flat of this building and in other buildings in the terrace. In that context we feel that this is an acceptable and appropriate solution.

C	DC/23/0586/FUL Removal of existing single storey lean to timber framed conservatory/garden room and replacement with single storey lean to UPVC conservatory/garden room with brick and block cavity walls below and warm deck roof over with roof lights. Manor Court 9 The Courts
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Committee recommended APPROVAL.

D	DC/23/0558/FUL Change existing front door and porch window from white painted wood, single glazed, to UPVC white double glazed. Flat 3 91 Ranelagh Road
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Committee recommended APPROVAL.

E	DC/23/0868/FUL Retrospective application - Addition of dormer at second floor level 3 Beach Station Road
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Committee recommended APPROVAL.

459. PLANNING DECISIONS

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

460. CORRESPONDENCE

Committee NOTED the following Correspondence:

- i. Following neighbour concern regarding building activity at the Marlborough Hotel Committee will see an application relating to works.**
- ii. Clerk confirmed that a meeting with Persimmon would be arranged after the next Committee meeting.**

461. CLOSURE

The meeting was closed at 9.48am. It was noted that the next meeting was scheduled to take place on Wednesday 5 April 2023 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/23/0389/FUL Construction of single storey front extension 4 Barons Close
DC/23/0317/FUL Proposed single storey extension and alterations (altered roof design from that approved under DC/22/1926/FUL). 33 Upperfield Drive
DC/22/4803/FUL Change of Use of HMO comprising of 7 no. bedrooms (Sui Generic) to HMO comprising of 9 no. bedrooms) (Sui Generis) Kerensa 20 Manning Road
DC/23/0220/FUL Remove the existing timber main entrance door and side panel to apartment block 8-19 Martello Place. It is proposed to be replaced with a composite door and upvc framed side panel. Apartment 8 Martello Place Golf Road

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

No Objections (and No Objections by this Committee):

DC/23/0433/TCA 1no. Tree of heaven (T1 on plan) - Fell 1no. Group of Holm oak (T2 on plan) - Crown thin by 20% Marden House Martello Lane
DC/23/0536/TCA 6no. mixed species (1-6 on plan) - Fell Flat 3 91 Ranelagh Road
DC/23/0598/TCA 1no. Atlas Cedar (Number 1 on sketch plan) - Fell 1no. Laburnum (Number 2 on sketch plan) - Fell Conifers 11 High Beach
DC/23/0166/TPO G1 of TPO No. 78 / 1994 1no. Acacia (T1 on plan) - Fell 1no. Sycamore (T2 on plan) - Crown raise to 5 metres above ground Orwell Cottage 219 Grange Road
DC/23/0322/TCA 3no. Lime (1, 3 & 6 on plan) - Re-pollard to 3 metres above ground level 3 Stanley Road