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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 M Morris (Vice Chairman)  
Cllr N Barber  
Cllr S Bennett  
Cllr J Candy

Cllr A Folley  
Cllr C Franklin  
Cllr D Underwood  
Cllr S Wiles

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 19 July 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>

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  
12 July 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 5 July 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/23/2406/VOC** | Variation of Conditions 2 & 14 of DC/23/0232/FUL - Formation of new lorry parking and annexe portable office - Vary Condition 2 for changing drawings. Vary Condition 14 changes to the number of HGVs parked on that site from 20 to 50.  
**Former Gasworks Site Walton Avenue**  
Applicant: Mr Cakir [Link to Documents](#)
  
- b) **DC/23/2466/OUT** | Outline Application (All Matters Reserved) - Construction of two three storey plus basement dwellings  
**9 Manor Road**  
Applicant: Mrs Owen [Link to Documents](#)
  
- c) **DC/23/2527/FUL** | Single storey side return extension and addition of a rear dormer  
**37 Ranelagh Road**  
Applicant: Ms D Lee [Link to Documents](#)

- d) **DC/23/2045/FUL** | Renovation of existing detached 1970s building with replacement of UPVC windows and conversion of garage to studio/bedroom  
**34 Maybush Lane**  
 Applicant: Ms V Thornton, Ms V Thornton Design [Link to Documents](#)
- e) **DC/23/2504/FUL** | Loft conversion with proposed rear juliet balcony and flat roof dormers - dormers within 50m3 permitted development  
**37 Beatrice Avenue**  
 Applicant: Mr & Mrs D Wood [Link to Documents](#)
- f) **DC/23/2587/FUL** | Garage conversion to living space/study. Garage door to be removed and bricked up in a similar style to the rest of the property. Window to be added, the same size as the living room window on the opposite side of the front door. Access will be via an inside door from the utility room.  
**29 Tomline Road**  
 Applicant: Mr & Mrs J Bardy [Link to Documents](#)
- g) **DC/23/2533/FUL** | Two bay cartlodge and modified driveway and garden wall  
**Old Thurlow Golf Road**  
 Applicant: Mr & Mrs N Evans [Link to Documents](#)
- h) **DC/23/2570/FUL** | Single storey porch to front of existing two storey semi-detached dwelling  
**60 Orwell Road**  
 Applicant: Mr J Hunt [Link to Documents](#)
- i) **DC/23/2685/TCA** | 1no. Cherry (T1 on plan) - Fell (dead) 3no. Conifers (T2, T3 and T4 on plan) - Fell 1no. Conifer (T5 on plan) - Reduce height and spread by up to 1.5 metres 1no. Unknown species (T6 on plan) - Fell (dead) 1no. Sycamore (T7 on plan) - Repollard back to historic pruning points 1no. Lime (T8 on plan) - Repollard back to historic pruning points 1no. Beech (T9 on plan) - Prune overextended branches by up to 1.2 metres 1no. Sycamore (T10 on plan) - Repollard back to historic pruning points  
**15 Bath Road**  
 Applicant: Mr T Collins [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 2<sup>nd</sup> August 2023 at 9.15am.

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

**MINUTES** of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at  
**TOWN HALL, Felixstowe, on Wednesday 5 July 2023 at 9.15am**

**PRESENT:** Cllr S Bird (Chairman)  
Cllr M Morris (Vice Chairman)      Cllr A Folley  
Cllr S Bennett (*from item #88*)      Cllr C Franklin  
Cllr J Candy      Cllr S Wiles

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

**IN ATTENDANCE:** 3 members of the public (*via Zoom*)

### **84. PUBLIC QUESTION TIME**

None.

### **85. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr N Barber** and **Cllr D Underwood**.

Apologies for lateness were received from **Cllr S Bennett**.

### **86. DECLARATIONS OF INTEREST**

The following Other Registerable Interests, to which no matters on the agenda were directly related, were noted:

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr J Candy Cllr A Folley Cllr S Bennett	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bird Cllr S Bennett Cllr S Wiles	All	Other registerable interests (as a Member of Suffolk County Council)

Members were advised that, should any matters arise in the meeting that directly relate to any of their interests, they should make appropriate declarations at that time.

### **87. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 21 June 2023 be confirmed as a true record.**

**At this point in the meeting, Cllr S Bennett joined.**

**88. 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/22/3182/ARM</b>   Approval of Reserved Matters relating to Outline Planning Consent DC/15/1128/OUT - Phase 2 - Residential (305 Dwellings, open space and supporting services and infrastructure), Land off Candlet Road, Felixstowe <b>Land North Of Candlet Road, Phase 2</b>
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**Committee recommended APPROVAL. We strongly welcome this revised application. We feel that the applicant has addressed all concerns that Felixstowe Town Council and other consultees previously had.**

<b>B</b>	<b>DC/23/2349/FUL</b>   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. Existing underground tanks to be foam filled. <b>Haven Filling Station Dock Road The Docks</b>
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**Committee recommended APPROVAL.**

<b>C</b>	<b>DC/23/2360/OUT</b>   Outline Application (All Matters Reserved) - Construction of 2no. 1 bed dwellings <b>Land Adjacent To 130 Mill Lane</b>
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**Committee recommended REFUSAL. Whilst we do not object in principle to the potential development of new dwellings in this location, we feel that the proposal as planned is deficient. We have had regard to the pre-application advice given under 22/3964 where the officer has stated that there is “high potential for unacceptable impact on the privacy of prospective occupants”. We agree that the two proposed units will have unacceptable overlooking from the host property, no. 130, and therefore feel that this application is contrary to SCLP 5.7 para. (c).**

<b>D</b>	<b>DC/23/2341/FUL</b>   Front extension and alterations <b>19 Western Avenue</b>
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**Committee recommended APPROVAL.**

<b>E</b>	<b>DC/23/2285/FUL</b>   Erection of garden room 246 Ferry Road
<b>Committee recommended APPROVAL. However, we would ask that it be conditioned that its use remain ancillary to the host property.</b>	
<b>F</b>	<b>DC/23/2392/FUL</b>   New single storey side and rear extensions. New porch to the front of the property. New dropped kerb and vehicle crossing. 91 Western Avenue
<b>Committee recommended APPROVAL.</b>	
<b>G</b>	<b>DC/23/2249/VOC</b>   Variation of Condition No 3 of DC/21/0478/FUL - Part demolition, alteration and change of use of nursing home to provide 6no. apartments, together with 3no. new build houses - materials & finishes <b>St Marys Nursing Home Undercliff Road East</b>
<b>Committee recommended APPROVAL.</b>	
<b>H</b>	<b>DC/23/2474/TCA</b>   Side of building T1 Holm Oak - Re-pollard to previous pruning points. Reason: due to close proximity to building and public footpaths. <b>Former Bartlet Hospital And Grounds Undercliff Road East</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer. We recognise that this tree has a prominent position in the Conservation Area and we welcome professional tree management as proposed.</b>	
<b>I</b>	<b>DC/23/2353/TCA</b>   1no. Apple (T5 on plan) - Reduce limbs overhanging pergola by up to 1 metre 2no. Apple (T7 and T8 on plan) - Reduce lateral, overextended branches by 1 metre 2no. Rowan (T9 and T11 on plan) - Reduce crown by 1 metre on all aspects. <b>Homeorr House Felix Road</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

## 89. PLANNING DECISIONS

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

## 90. CORRESPONDENCE

**Committee NOTED** the following correspondence:

- i. DC/23/1356/FUL - Wolsey Court, Stanley Road, for the retention of antennas installed on roof for ship to shore communication. The application had been reviewed by the East Suffolk Referral Panel and delegated back to the Head of Development and Coastal Management to be issued in line with officers recommendation of Approval.
- ii. Notice of an application for a Pavement Licence for The Office Café Bar, 30 Orwell Road, Felixstowe, IP11 7DB. The premises is seeking approval for 12 chairs and 3 tables on the roadside, Monday to Sunday 8am to 10pm. The dimensions of the licenced area to be 4.19m x 5.55m.  
**Committee welcomed additional opportunities for outdoor seating but felt that it would be much safer to locate the seating closer to the café rather than adjacent to the busy highway junction, which we would not support.**
- iii. Confirmation that Mr N Newton ESC Principal Landscape and Arboricultural Officer, would be available to attend a future meeting.  
**Committee requested that Mr Newton be invited to the 6 September meeting.**

## 91. CLOSURE

The meeting was closed at 11.04am. It was noted that the next meeting was scheduled to take place on Wednesday 19 July 2023 at 9.15am.

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

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

<b>DC/22/0103/FUL</b>   Siting of a temporary observation wheel for a maximum of six months <b>The Promenade Sea Road</b>
<b>DC/23/1909/FUL</b>   Side single storey extension <b>24 Kendal Green</b>
<b>DC/23/1615/FUL</b>   Creation of vehicular access <b>80 Mill Lane</b>
<b>DC/23/1901/FUL</b>   Extension to replace balcony <b>14 Western Avenue</b>
<b>DC/23/1524/FUL</b>   Retrospective Application - Outbuilding for social use <b>52 Seaton Road</b>
<b>DC/23/1968/TCA</b>   1 no. Honey Locust (red circle on plan) - Overall crown reduction by up to 2 metres <b>Beauty Therapy 30 Maybush Lane</b>

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

**Approved (and recommended for Refusal by this Committee):**

<b>DC/23/1356/FUL</b>   Retention of antennas installed on roof for ship to shore communication. <b>Wolsey Court Stanley Road</b>
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**Refused (and recommended for Approval by this Committee):** None