



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)
Cllr S Bird (Vice Chairman)
Cllr N Barber
Cllr S Gallant
Cllr Jan Garfield

Cllr Jon Garfield
Cllr M Jepson
Cllr G Newman
Cllr D Savage
Cllr K Williams

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 18 July 2018** at **9.15 am** for the transaction of the following business:

A G E N D A

1. Public Question Time

A maximum of 15 minutes will be set aside to enable members of the public to make representation or put questions to the Committee on any Planning & Environment matters. Members of the public wishing to comment on a particular planning application may be invited to do so, at the direction of the Chairman, immediately prior to consideration of the application.

2. Apologies

To receive any apologies for absence.

3. Declarations of Interest

Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.

4. Requests for Dispensation

Councillors with a pecuniary interest in an item on this agenda, who wish to remain, speak and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

5. Confirmation of Minutes

To confirm the Minutes of the Planning & Environment Committee meeting held on 4 July 2018 as a true record. **(Pages 2-6)**

6. Planning Applications

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

- a) **DC/18/2537/FUL** | Proposed erection of 5 bungalows (for people 55 years and over) with associated private drive, parking and external works.
Part Rear Gardens And Part Of Allotment Site Rear Of 62 To 80 High Road West
Applicant: Mr A T & R K Coy & Cracknell [Link to Documents](#)
- b) **DC/18/2642/CLE** | Distribution Centre
Unit 11 Haven Exchange Walton Avenue
Applicant: Orwell Truck Shop [Link to Documents](#)
- c) **DC/18/2677/FUL** | Internal alterations and extensions
44 Graham Road
Applicants: Mr & Mrs R Swinn [Link to Documents](#)
- d) **DC/18/2620/ARM** | Reserved Matters - Conditions 4, 6 and 7 of DC/17/5390/VOC - Four Houses in one Block with associated landscaping, parking and amenity spaces - amended scheme.
Bath Road 37
Applicant: Felixstowe Lawn Tennis Club [Link to Documents](#)

7. Planning Decisions

To note the decisions received from Suffolk Coastal District Council since the date of the previous agenda and up until the date of this agenda. **(Page 7)**

8. Consultation: Draft East Suffolk Area Parking Plan

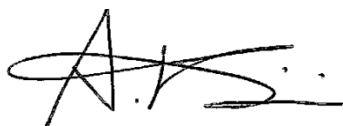
To consider any response to the new parking policy document for East Suffolk by 17th August 2018. **(Page 8)**

9. Correspondence

To note any items of correspondence.

10. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 1 August 2018 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
11 July 2018

For information (via email): All Town Councillors
Local Press
Felixstowe Chamber of Trade & Commerce

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend

AGENDA ITEM 5: CONFIRMATION OF MINUTES

MINUTES of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 4 July 2018** at **9.15am**.

PRESENT: Cllr A Smith (Chairman) Cllr Mr M Jepson
 Cllr S Bird (Vice Chairman) Cllr G Newman
 Cllr Jan Garfield Cllr D Savage
 Cllr Jon Garfield

OFFICERS: Mr A Tadjrishi (Town Clerk)
 Mrs S Morrison (Planning Administrative Assistant)
 Mr S Congi (Apprentice)

IN ATTENDANCE: 1 Member of the public.

107. PUBLIC QUESTION TIME

A member of the public asked whether the Committee would revise its recommendation that the District Council approve DC/18/1993/FUL in view of the subsequent representation from SCC Highways objecting to the proposals. The Chairman advised that the Planning & Environment Committee's recommendations could only be based on the information available at time of consideration but the District Council would take in to account all consultation responses and that individual Members could also make their own representations independently. The Clerk clarified that it was often the case that other consultee submissions received by SCDC and published later in the consultation period would be out of time for the Town Council to consider.

108. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr N Barber**, **Cllr S Gallant** and **Cllr K Williams**.

109. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr D Savage Cllr A Smith	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr S Bird Cllr G Newman	All	Local Non-Pecuniary (as Members of Suffolk County Council)

110. REQUEST FOR DISPENSATION

There were no requests for dispensation.

111. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee Meeting held on 20 June 2018 be signed by the Chairman as a true record.

112. PLANNING APPLICATIONS

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

a	DC/18/2198/FUL This application seeks the temporary installation of a two storey Portakabin for a period of 4 years. This building is to replace and older, modular building already onsite that is at the end of its life. Wincanton Container Logistics 1 Walton Avenue
Committee recommend APPROVAL.	

b	DC/18/2502/FUL Extension to lorry park to provide 36 bays Former Routemaster Hotel And Offices Walton Avenue
Committee recommended APPROVAL.	

c	DC/18/2526/FUL New raised decking and balustrade to replace existing, introduction of French doors, and replacement Juliette balconies with 1.8m glass screens. Cotman Lodge Garfield Road
Committee recommended APPROVAL but noted that the applicant had incorrectly stated that the premises were not in the Conservation Area.	

d	DC/18/2539/FUL Proposed Balcony Langer Ridge 13 South Hill
Committee recommended APPROVAL.	

e	DC/18/2421/FUL Convert remaining part of original garage to form utility room under existing lean-to roof 41 Valley Walk
Committee recommended APPROVAL subject to it being shown that it will not remove the ability to park a car within the site without overhanging the public footpath.	

f	DC/18/2327/FUL Single Storey Rear Extension 111 Undercliff Road West
Committee recommended APPROVAL	
g	DC/18/2404/FUL Single storey conservatory to the rear of the property. Edwardian style - white uPVC Bramleys Park Avenue
Committee recommended APPROVAL	
h	DC/18/2473/TCA To fell 2no. Limes and 3no. Sycamores causing damage to footpath surfaces and drains. 31 Cobbold Road
Committee has no objection subject to the proposed work subject to guidance of the District Council's Arboricultural Officer.	

113. PLANNING DECISIONS

RESOLVED that the decisions received from Suffolk Coastal District Council since the date of the previous agenda and up until the date of the agenda for this meeting be noted

114. SCDC LOCAL PLAN FIRST DRAFT CONSULTATION

Committee considered the process by which Council could submit its representation to the Local Plan First Draft consultation by the closing date of 14th September.

The Chairman advised that the draft Local Plan First Draft had been published for SCDC Cabinet and any immediate comments Members may have on the document would be welcomed before the Cabinet meeting.

Members discussed the opportunities to attend briefing meetings and drop-in sessions provided by the District Council during the consultation and it was agreed that Cllr Jan Garfield, Cllr Mark Jepson and the Town Clerk would attend a one-hour session being offered in late August.

It was RESOLVED that Council be recommended to approve that the **Planning & Environment Committee should evolve a draft response ready for submission for Council to consider at its meeting of 12th September.**

115. CORRESPONDENCE

Appeals

The Town Clerk advised that the Planning Inspector had dismissed the appeal made for 3 Estuary Drive and had upheld the appeal for 40 King Street.

Select Committee on Seaside Resorts and Communities

The Chairman informed the Committee that he was one of the delegates invited to attend on 17th July a House of Lords Select Committee on Regenerating Seaside Towns and Communities set up by Lord Bassam (formerly Leader of the Brighton Council). He requested Committee to inform him of any issues they might like to be raised on that occasion. There would then be a later call for written evidence in the Autumn of 2018, for the Select Committee to consider in the formation of their Report to be published in Spring 2019.

Draft recommendations for council ward boundaries for East Suffolk

The Clerk advised that The Local Government Boundary Commission for England was now consulting on draft recommendations for council ward boundaries for East Suffolk.

Members discussed the proposed boundary arrangements which would create a new 3-member North Ward and 3-member South Ward in Felixstowe for the East Suffolk District Council.

Members were pleased to note that the arrangements would appear to give equality in the numbers of electors, without having to disturb existing town/parish ward boundaries, and provide straightforward aggregation of existing polling districts.

It was RESOLVED that Council be recommended to indicate its approval of the proposed new warding arrangements for the incoming East Suffolk District Council.

116. CLOSURE

The meeting was closed at 10.54am. The date of the next meeting was noted as being Wednesday 18 July 2018, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/18/1844/FUL Replacement Balcony with Canopy Flat 3 6 Sea Road
DC/17/3967/FUL Erection of building containing 48 flats over ground floor commercial units. Erection of 11 houses (includes new private access road, parking and external works). Site Of The Former Cavendish Hotel Sea Road
DC/18/2352/DRC Discharge of Conditions 10 & 11 of DC/15/0151/FUL - Demolition of vacant nightclub premises and the erection of new building with commercial floorspace on the ground floor and 21 self-contained flats over. Flood Risk & Flood Resilience North Sea Hotel Sea Road
DC/18/1956/FUL Proposed Side Extension with a new pitched garage roof. 4 Surrey Road
DC/18/1415/FUL Dropped kerb and new access 47 High Road East
DC/18/1951/FUL Single storey shower room side extension 310 High Street Walton

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: CONSULTATION: DRAFT EAST SUFFOLK AREA PARKING PLAN

Suffolk Coastal and Waveney District Councils are undertaking a consultation in relation to the implementation of Civil Parking Enforcement (CPE) in April 2019.

It is based on the assumption that CPE powers will be granted to Suffolk and will be administered and operated by East Suffolk under an Agency Agreement and Service Level Agreement with the County Council.

CPE provides an opportunity for local Area Parking Plans to be produced defining off-street and on-street parking control policies. East Suffolk Council (Suffolk Coastal and Waveney District Councils) have produced a completely new parking policy document called the draft East Suffolk Area Parking Plan (ESAPP). It has been drafted with the objective of setting out greater detail on the broad parking policy objectives that are set out in the County Council's Suffolk Parking Management Strategy and how these will be developed and administered by East Suffolk Council.

The aim of this consultation is to establish if the parking policies being proposed are broadly supported by individuals and organisations in the community or if more work is needed on the final content of the plan.

The results of this consultation and the analysis of comments received will be used to inform the decision-making process for the finalised document. This will be reported to the SCDC and WDC Cabinet meetings in September for final approval.

The draft East Suffolk Area Parking Plan sets out the East Suffolk District Council's vision and approach to running parking once the Department for Transport has granted the powers for Suffolk. The draft plan can be viewed at:

<http://www.eastsuffolk.gov.uk/visitors/parking/east-suffolk-area-parking-plan-consultation/>

An on-line survey can be seen at: <http://www.eastsuffolk.gov.uk/visitors/parking/>. Comments can also be submitted via email.

The closing date for responses is noon on Friday, 17 August 2018.

Committee is requested to consider any response to the new parking policy document for East Suffolk by 17th August 2018.
