



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)	Cllr S Gallant
Cllr Jon Garfield (Vice Chairman)	Cllr G Newman
Cllr N Barber	Cllr D Savage
Cllr S Bird	Cllr S Wiles
Cllr Jan Garfield	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 17 June 2015** at **9.15am** for the transaction of the following business:

A G E N D A

- 1. Apologies**
To receive any apologies for absence.
- 2. 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.
- 3. 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.
- 4. Confirmation of Minutes**
To confirm the minutes of the Plans Committee meeting held on 17 June 2015 as a true record. **(Pages 3-5)**
- 5. Planning Applications**
To consider the following planning applications received since the previous meeting:
 - a) DC/15/2059/FUL | Erection of front extension. | 22 Picketts Road Felixstowe**
Applicant: Mrs and Mrs J Smith
[Link to documents](#)

- b) **DC/15/1852/FUL** | Replace the existing rotting hardwood windows with same colour and style UPVC double glazed units to improve the sound and heat insulation. | **St Marys Community Hall High Street Walton Felixstowe**
Applicant: Philip Rawe
[Link to documents](#)
- c) **DC/15/1396/ADI** | Internally illuminated fascia sign - consent to display (Application No: C10/0869) is expiring on 30/3/2015 we are now proposing to be renewed | **173 Hamilton Road Felixstowe**
Applicant: Mr Jamie Redbond
[Link to documents](#)
- d) **DC/15/1753/FUL** | Change of use from a guest house to a residential family home. | **Dorin Court 41 Undercliff Road West Felixstowe**
Applicant: Mrs Joanna Peachey
[Link to documents](#)
- e) **DC/15/2132/FUL** | Ground floor front extension and first floor side extension. | **4A Dellwood Avenue Felixstowe**
Applicant: Mr Chris Horne
[Link to documents](#)
- f) **DC/15/2010/VOC** | Details as required by Conditions 2 and 6 of Planning Permission Consent DC/14/1868/FUL | **Site 2 Site Of Former 23 Leopold Road Felixstowe**
Applicant: Mr Julian Bobbin
[Link to documents](#)

6. Felixstowe Peninsula Area Action Plan

To consider any update on matters relating to the Felixstowe Peninsular Area Action Plan.

7. Correspondence

8. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 1 July 2015, 9.15am at Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
10 June 2015

For information (via email): All Town Councillors
Local Press

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 3 June 2015** at **9.15am**

PRESENT: Cllr A Smith (Chairman) Cllr Jan Garfield
Cllr Jon Garfield (Vice Chairman) Cllr G Newman
Cllr S Bird Cllr D Savage
Cllr S Gallant (*to item 37*) Cllr S Wiles

OFFICERS: Mr A Tadjirishi (Town Clerk)

32. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr N Barber and Cllr K Williams.

Cllr S Gallant gave apologies in advance of leaving the meeting at 10am in order to attend to other business.

33. DECLARATIONS OF INTEREST

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

34. REQUESTS FOR DISPENSATION

There were none.

35. CONFIRMATION OF MINUTES

It was **RESOLVED** that:

The Minutes of the Plans Committee Meeting held on 6 May 2015 be signed by the Chairman as a true record.

36. INTRODUCTION TO PLANNING & ENVIRONMENT COMMITTEE

The Chairman welcomed newly appointed Members to the first meeting of the Planning & Environment Committee in the current Municipal Year and following recent elections.

The Committee noted its Terms of Reference and received an introduction from the Chairman on the local planning process and type of business for which it would be responsible.

It being 10am, Cllr S Gallant left the meeting at this point.

37. PLANNING RESPONSES SENT UNDER DELEGATED ARRANGEMENTS

RESOLVED that the comments submitted to Suffolk Coastal District Council by the Town Clerk and Estates Officer under delegated powers be noted.

38. 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/15/1783/FUL Alterations/conversion of basement (part) of former main convalescent home building to provide 2 no. 1 bedroom dwellings. Former Bartlett Hospital and Grounds, Undercliff Road East, Felixstowe – Applicant: Gipping Homes Ltd., Ipswich.
Committee recommended APPROVAL.	

b)	DC/15/1784/LBC Alterations/conversion of basement (part) of former main convalescent home building to provide 2 no. 1 bedroom dwellings. Former Bartlett Hospital and Grounds, Undercliff Road East, Felixstowe – Applicant: Gipping Homes Ltd., Ipswich.
Committee recommended APPROVAL.	

c)	DC/15/1811/FUL Proposed development to form two no. dwellings. Revised scheme following outline planning approval DC/14/0060/OUT and refusal of planning permission DC/14/3587/FUL & DC/15/0367/FUL . Part East and West garden of 19 Cliff Road, Felixstowe Applicant: Roseberry Property Development Ltd.
Committee recommended REFUSAL. Committee was aware that the previous application for this site was refused by Suffolk Coastal District Council and considered that the minor amendments to the frontage of the property in this application have not addressed the reasons given for refusal.	

39. FELIXSTOWE PENINSULA AREA ACTION PLAN

Committee noted that the Clerk and four Town Councillors had been appointed to the Felixstowe Peninsula Area Action Plan Working Group at the Annual Council meeting on 20 May 2015. The Town Council membership of the group therefore being:

- Cllr Jan Garfield
- Cllr Stuart Bird
- Cllr Steve Wiles
- Cllr Kimberley Williams
- Town Clerk

The Clerk advised that a date had not been set for the next meeting of this group but this would be circulated once known.

40. CORRESPONDENCE

The following two items of correspondence were noted:

- i. **Letter from Eric Pickles MP in response to Committee's letter regarding the introduction of Section 106 affordable housing and tariff-style contributions and their impact on the delivery of affordable housing and local infrastructure.**
- ii. **Letter from Mark Edgerley, SCDC Principal Planner, in response to Committee's request for a Floor Risk policy as part of the Felixstowe Peninsula Area Action Plan.**

41. CLOSURE

The meeting was closed at 10.46am. The date of the next meeting was noted as being Wednesday 17 June 2015 at 9.15am at Felixstowe Town Hall.

Date: _____

Chairman: _____