



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)	Cllr G Newman
Cllr Jon Garfield (Vice Chairman)	Cllr D Savage
Cllr S Bird	Cllr S Wiles
Cllr Jan Garfield	Cllr K Williams
Cllr S Gallant	

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 29 June 2016** at **9.15 am** for the transaction of the following business preceded by:

- i. **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.

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 Planning & Environment Committee meeting held on 15 June 2016 as a true record. **(Pages 3-5)**
- 5. Planning Applications**
To consider the following planning, and other, applications received since the previous agenda:

- a) **DC/16/2269/FUL** | Single storey rear extension. | **46 Graham Road**
Applicant: Mr Andrew Webber [Link to documents](#)
- b) **DC/16/2318/FUL** | The property is currently in use as 3 flats . Proposal consists of a small ground floor rear extension, for change of use into 4 flats. | **Adelaide House 13 Bacton Road**
Applicant: Mr Adrian Waterhouse-Taylor [Link to documents](#)
- c) **DC/16/2300/FUL** | Proposed Rear Extension with single storey extension and new dropped kerb | **37 Quilter Road**
Applicant: Miss R Templey [Link to documents](#)
- d) **DC/16/2400/FUL** | Erection of an oak & brick veranda with glazed roof to the rear elevation of the property | **105 Undercliff Road West**
Applicant: Mr A Coombes [Link to documents](#)
- e) **DC/16/1817/FUL** | Proposed alterations & extensions including loft conversion; new porch and an orangery | **12 Norman Close**
Applicant: Mrs D Bartlett [Link to documents](#)

6. Planning Decisions

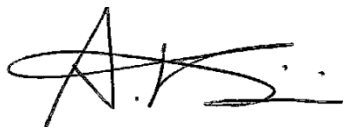
To note the decisions received from Suffolk Coastal District Council since the date of the previous agenda and up until the date of this agenda. **(Page 6)**

7. Correspondence

To note any items of correspondence.

8. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 13 July 2016 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
22 June 2016

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

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

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 15 June 2016** at **9.15am**

PRESENT: Cllr A Smith (Chairman) Cllr Jon Garfield (Vice-Chairman)
 Cllr S Gallant Cllr D Savage
 Cllr Jan Garfield Cllr K Williams
 Cllr G Newman

OFFICERS: Mrs R Jones (Estates Officer)
 Mrs S Morrison (Administrative Assistant)

76. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr S Bird** and **Cllr S Wiles**.

77. DECLARATIONS OF INTEREST

There were none

78. REQUESTS FOR DISPENSATION

There were none.

79. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee Meeting held on 1 June 2016 be signed by the Chairman as a true record.

80. 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/16/2084/ADI 1 no. replacement fascia sign with letters only halo illuminated 1 no. replacement double sided projection sign with letters only halo illuminated Both to front elevation 43 Hamilton Road
Committee recommended APPROVAL	
b	DC/16/2121/FUL Proposed 2 storey extension to rear of property 20 Princes Road
Committee recommended APPROVAL	

c	DC/16/2246/FUL New porch, extended flat roof to reconfigured former garage, rear extension 17 Thornley Road
Committee recommended APPROVAL	
d	DC/PRETEL/16/2227 Proposed Telecommunications Installation Land at Junction of Garrison Lane and Mill Lane Felixstowe
Committee recommended APPROVAL subject to the width of the pedestrian footway adjacent to the new equipment cabinets not being reduced to less than the statutory minimum required for a public footpath.	
e	DC/16/2215/TCA T1- Silver birch to be felled. Overgrown tree within 2.50m of house causing severe overshadowing and potential damage to foundations and drains – 58 Orwell Road, Felixstowe
Committee has no objections to this notification.	

81. CONSULTATION BY SUFFOLK COUNTY COUNCIL

Committee considered planning proposal SCC/0134.16 ‘Extension and remodelling of Felixstowe Fire Station to provide accommodation for the Police Safe Neighbourhood Team and upgrading the accommodation and existing facilities for the on-call (Part time) Fire Station. External works to extend existing car park’ **Felixstowe Fire Station, High Road West, Felixstowe**

Committee RECOMMEND APPROVAL, subject to;

- a) **The new 4 bay parking area to the left of the forecourt for the main emergency vehicles, be clearly reserved for rapid response vehicles, thereby taking advantage of the protected ‘keep clear box’ marked on High Road West and avoiding busy traffic light controls at the adjacent junction on Railway Approach.**
- b) **Careful provision being made for the relocation of the antennae for the CCTV service at no lesser height than as currently mounted on the existing Police Station.**

82. 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.

83. CORRESPONDENCE

Proposed move to new premises & branch modernisation: Felixstowe Crown Post Office branch, 143 Hamilton Road, Felixstowe, IP11 7AA

The Committee discussed the proposal to move Felixstowe Crown Post Office to a new location at W H Smith on Hamilton Road. It was noted that Council, on consideration of this matter at its meeting of 8th June 2016, had delegated the authority to the Planning & Environment Committee to consider the proposals further and respond on behalf of the Town Council (*Minute #67 of 2016/17 refers*). Committee noted that the Chairman had written to the Public Affairs Manager at the Post Office to voice concerns about the proposed site. It was agreed that another representation outlining accessibility issues for disabled customers and the proposed location should be sent to the Post Office. This would be prepared by the Chairman exploring the potential of other more accessible sites within the town centre and requesting clarification on the internal arrangements at the proposed new location.

RESOLVED that the Chairman and the Estates Officer finalise Council's response to the consultation as agreed in order to submit this before the deadline is 22 June 2016.

84. CLOSURE

The meeting was closed at 11.15am. The date of the next meeting was noted as being Wednesday 29 June 2016, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 8: PLANNING DECISIONS

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

DC/16/1617/FUL Construction of bungalow and associated parking 80 & 82 King Street
DC/16/1512/FUL Rear extension to retail unit 79 Hamilton Road
DC/16/0687/FUL Proposed Development of Four Houses Land At Felixstowe Lawn Tennis Club Bath Road
DC/16/1954/TCA To fell Pear tree causing damage to neighbouring property. and in deteriorating state. To thin out self seeded saplings along rear boundary. To fell 2no. Leylandii causing heavy shading. Southwater 60 Tomline Road
DC/16/1820/TCA 2no. Holm Oak - to crown lift by 1.5 - 2m and reduce crown by 0.5m. over road. Saville Court Victoria 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
