



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 6 June 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 23 May 2018 as a true record. **(Pages 4-7)**

6. Planning Applications

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

- a) **DC/18/1958/FUL** | Proposed development of the land between Treetops and Candlet Road to construct a total of 3 new dwelling houses with associated hard and soft landscaping including new access road from Treetops.
Land Between Treetops And Candlet Road
Applicant: Roseberry Development Co Ltd [Link to Documents](#)
- b) **DC/18/2095/FUL** | Erection of two storey side/single storey rear extensions
2 Hill House Cottages Gulpher Road
Applicant: Mr & Mrs Mark Brown [Link to Documents](#)
- c) **DC/18/1951/FUL** | Single storey shower room side extension
310 High Street Walton
Applicant: Mrs Bates [Link to Documents](#)
- d) **DC/18/1739/FUL** | Demolition of existing annex and detached double garage. Install portable modular office block and storage container located in the footprint of the annex
Wardens House Landguard Nature Reserve View Point Road
Applicant: Mr Jim Warner [Link to Documents](#)
- e) **DC/18/1753/FUL** | Provide customer/security lighting in self storage yard on a PIR system, 4 x LED flood lights.
116 Garrison Lane
Applicant: Mr Neil McAlpine [Link to Documents](#)
- f) **DC/18/0595/FUL** | Change of use from dwelling house to occasional holiday let.
18 Western Avenue
Applicant: Mrs America Rowsell [Link to Documents](#)
- g) **DC/18/2096/FUL** | To remove the existing Aluminium framed windows (mill finish) in Flat 3 (Top Flat) and install WER A Rated White PVC-u windows. The existing windows have a horizontal transom. The proposed windows would not have a transom and be one entire opening pane of glass.
Top Flat 20 Victoria Street
Applicant: Hilary Bond [Link to Documents](#)
- h) **DC/18/2102/TCA** | G1 - 6 Sycamores in rear garden - prune regrowth to previous pruning points. If possible the applicant would like approval for this to be carried out on an annual basis
Villa Bonita 58 Maybush Lane
Applicant: Mr McLean Spruce [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. New Traffic Regulation Order

To consider TRO map provided by SCC in preparation towards Civil Parking Enforcement in Suffolk and advise of any inaccuracies.

9. Correspondence

To note any items of correspondence.

10. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 20 June 2018 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
31 May 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 23 May 2018** at **9.15am**.

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

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

IN ATTENDANCE: 1 Member of the public.

In the absence of the Chairman, Vice-Chairman Cllr Stuart Bird in the chair.

20. APOLOGIES FOR ABSENCE

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

21. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr D Savage	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)
Cllr S Bird Cllr Jan Garfield Cllr Jon Garfield Cllr G Newman Cllr D Savage	24(a)	Local Non-Pecuniary (applicant is known to Members)

22. REQUEST FOR DISPENSATION

There were requests for dispensation.

23. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee Meeting held on 9 May 2018** be signed by the **Chairman** as a true record.

24. 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/18/1825/OUT Outline proposal for one dwelling on side gardens 25 Springfield Avenue
Committee recommend APPROVAL.	

b	DC/18/1956/FUL Proposed Side Extension with a new pitched garage roof. 4 Surrey Road
Committee recommended APPROVAL.	

c	DC/18/1844/FUL Replacement Balcony with Canopy Flat 3, 6 Sea Road
Committee recommended APPROVAL.	

d	DC/18/1955/FUL Replacement of three windows to North elevation 15 Red Hall Court
Committee recommended APPROVAL.	

e	DC/18/1882/TCA T1 Walnut - Section fell to ground level 46 Leopold Road
Committee had NO OBJECTIONS to the proposed works subject to guidance of the District Council's Arboricultural Officer.	

25. 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.

26. COMMUNITY INFRASTRUCTURE LEVY (CIL)

Committee discussed a range of potential local projects which could be eligible for CIL funding.

Following consideration of type of infrastructure included on the Council's Regulation 123 List and the infrastructure requirements of the Felixstowe Peninsula Area Action Plan, it was agreed that the Clerk should circulate a draft submission which would be sent to Suffolk Coastal District Council thereafter based on the following aspirations:

- Comprehensive, design-led development of the Felixstowe South Seafront area, encompassing; redevelopment of the dilapidated shelters and sea front gardens, a total revamp of 'on the prom' lighting (to encompass the length from Cobbolds Point to Martello Park), provision of attractive litter and recycling facilities, new and innovative resort-focused attractions.
- Provisions for a state of the art leisure centre, focused on providing a wealth of popular and traditional sport and leisure facilities, well-located to the town centre with associated infrastructure to ensure accessibility on foot/by bicycle.
- Enhanced cycle links throughout the town, resort and to the countryside. Enhancement of rural open-space pathways that linking the countryside to the town and sea front, with appropriate signage and waymarkers.
- The completion of the shared space infrastructure treatment between Bent Hill and bank corner.
- Review town-wide signage and replace with bespoke, modern, locally branded and attractive information panels (in conjunction with other local improvement projects) assisting visitors to discover, navigate and provide information about the town, resort and our varied attractions and events. This could include digital media.
- Supporting the development of enhanced allotment facilities, to offer a range of traditional and modern options.
- To design and support the expansion of Felixstowe Cemetery.
- The provision of community facilities in the West Ward.
- Wide scale review and enhancement of local public play and informal sports areas.

RESOLVED that the Clerk draft the response on behalf of Committee and circulate this to Members; with authority delegated to the Vice-Chairman to approve the draft in order that it be submitted to SCDC by 25th May 2018.

27. COMMUNITY ASSET NOMINATION – RIGHT TO BID: VICTORIA PUBLIC HOUSE

Committee considered the nomination, by the Felixstowe Ferry Residents Association, to register the Victoria Public House as an Asset of Community Value.

RESOLVED that it be recommended to Suffolk Coastal District Council that the Victoria Public House, Felixstowe Ferry, be approved for inclusion on the register of Community Assets. Committee believes that this public house should retain the opportunity to return as a thriving business as it is able to offer an attractive venue for visitors to this unique and highly popular setting, the local community, and as an employment provider.

28. CORRESPONDENCE

The Town Clerk advised that Committee were due to receive an application in relation to revised access arrangements for the Ferry Road development once it had been submitted to and validated by Suffolk Coastal District Council.

Committee NOTED the update.

29. CLOSURE

The meeting was closed at 10.45am. The date of the next meeting was noted as being Wednesday 6 June 2018, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/18/1262/FUL Installation of new Timpson's Retail Unit Morrison Supermarket Grange Farm Avenue
DC/18/1578/FUL Replacement of six windows and one door/ screen to ground floor flat 2 Cardinals Court Queens Road
DC/18/1301/FUL Replacement of patio doors with french doors 1 Cardinals Court Queens Road
DC/18/1224/FUL Demolition of existing single storey dwelling and single storey annexe building. Construction of a single storey replacement dwelling together with associated external works. Emeralds Brook Lane
DC/18/1405/TPO To fell Holm Oak causing structural damage to property and paving, and interfering with highway traffic. Holm Oak 44A Brook Lane
DC/18/1287/FUL Proposed two storey rear extension, first floor side extension, front porch extension and alterations 9 Nacton 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

AGENDA ITEM 8: NEW TRAFFIC REGULATION ORDER

Suffolk County Council (SCC) is preparing to introduce civil parking enforcement (CPE), where the responsibility for enforcement against illegal parking is transferred from the police to the local authority. CPE has successfully operated in Ipswich since 2005 and is already operated in most of the rest of the country.

In order to be granted CPE powers SCC need to ensure all our traffic orders (TROs), road markings and signs associated with on-street parking are consistent and fit for purpose. In most of Suffolk traffic regulation orders have been introduced when a need was identified and some have been amended many times.

In reviewing the existing TROs, road markings and signs, SCC has decided to change the format from text based schedules to map based schedules. These do not propose and changes to the restrictions on the highway but are intended to modernise the traffic orders and replace written descriptions with mapping which is easier for all to understand.

The maps have been circulated to all Town Councillors via email and will be displayed at the meeting.

SCC will be creating six new TROs, one for each district in Suffolk in which CPE will be introduced.

SCC plan to advertise the new TRO after they have received any comments and the Town Council is invited to respond by 2 July 2018.

Committee is requested to consider the maps and advise SCC if it is known that any restrictions have been missed, are too long or wrongly recorded.