



9 am to 4 pm Mondays to Fridays

## TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)	Cllr S Gallant	Cllr D Savage
Cllr S Bird (Vice Chairman)	Cllr M Jepson	Cllr S Wiles
Cllr S Bennett	Cllr M Morris	Cllr K Williams

**Members of the public and all Town Councillors are invited to submit comments by email to [planning@felixstowe.gov.uk](mailto:planning@felixstowe.gov.uk) in respect of the following list of planning applications by 5pm Tuesday 31 March 2020.**

## A G E N D A

### 1. Declarations of Interest

Any Town Councillors submitting representations on any of the applications below are reminded to declare any relevant interests.

Requests for dispensations from Members on matters in which they have a disclosable pecuniary interest should be submitted to the Town Clerk in advance.

### 2. Confirmation of Minutes

Members are requested to confirm by email that the Minutes of the Planning & Environment Committee meeting held on 18 March 2020 are a true record.

**(Pages 3-7)**

### 3. Planning Applications

In accordance with the authority delegated to the Town Clerk by the Extraordinary Council Meeting of 24<sup>th</sup> March 2020 (*Min #518 of 2019/20 refers*) the recommendations of the Felixstowe Town Council Planning & Environment Committee in respect of the applications below will be formalised by the Town Clerk following consultation with Cllr Andy Smith (Chairman), Cllr Stuart Bird (Vice-Chairman) and Cllr Kimberley Williams (Member) on **Wednesday 1 April 2020 at 9.15am**; and submitted to East Suffolk Council thereafter.

- a) **DC/20/1201/DRC** | Discharge of Conditions 15 & 16 of DC/19/4233/FUL - Proposed "Container" Leisure Park. - Drainage Strategy Surface Water.

**Mannings Amusement Park Sea Road**

Applicant: Mr Manning

[Link to Documents](#)

- b) **DC/20/1128/FUL** | Extend dormer over garage to accommodate larger ensuite/bathroom and provide dressing area.

**30 High Road East**

Applicant: Mr L Lutterell

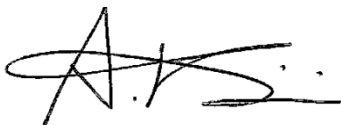
[Link to Documents](#)

- c) **DC/20/1200/FUL** | Change of use to convert existing Police building into 8 dwellings with access, associated external works, landscaping and parking.  
**Glenfield Court Glenfield Avenue**  
Applicant: RAAH Holdings Ltd [Link to Documents](#)
- d) **DC/20/1149/ADI** | Illuminated Advertisement Consent - Installation of replacement illuminated and non illuminated signs to the exterior of the building.  
**25-31 The Grosvenor Ranelagh Road**  
Applicant: Unstated [Link to Documents](#)
- e) **DC/20/1138/TCA** | 1 No. Sycamore to the far left of the rear property boundary which is in very poor health to be sectionally felled and removed. 1 No Sycamore tree neighbouring the first has been poorly pruned in the past and has a very unbalanced crown. This tree is to be pollarded at a height of between 4 -5m. | **18 Barton Road**  
Applicant: Mr S Markham [Link to Documents](#)

The recommendations of the Committee in respect of these applications will be recorded and published on the Town Council's website [www.felixstowe.gov.uk](http://www.felixstowe.gov.uk) and included for noting when the next list of applications is circulated.

#### 4. 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)**



**Ash Tadjrishi**  
**Town Clerk**  
**26 March 2020**

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

---

***Members are reminded to consider the Council's commitment to climate action when reviewing the items on this agenda.***

***Meetings of the Town Council and its Committees are currently suspended in accordance with Government advice regarding the coronavirus pandemic.***

***Please visit [www.felixstowe.gov.uk](http://www.felixstowe.gov.uk) for information on Council meetings and operations at this time.***

## **AGENDA ITEM 5: CONFIRMATION OF MINUTES**

**MINUTES** of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 18 March 2020** at **9.15am**.

**PRESENT:** Cllr A Smith (Chairman)                      Cllr S Gallant  
                  Cllr S Bird (Vice-Chairman)                    Cllr M Jepson  
                  Cllr S Bennett    Cllr K Williams

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

**IN ATTENDANCE:** Cllr D Aitchison  
                          Mr I Woodford, ESC Assets Management

### **506. PUBLIC QUESTIONS**

None.

### **507. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr M Morris, Cllr D Savage** and **Cllr S Wiles**.

### **508. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bird Cllr S Gallant Cllr M Jepson	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr S Bird	All	Local Non-Pecuniary (as a Member of Suffolk County Council)

As no Pecuniary declarations were made, there were no requests for dispensation.

### **509. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee Meeting held on 4 March 2020** be signed by the **Chairman** as a true record.

### **510. PLANNING APPLICATIONS**

The **Chairman** invited **Mr I Woodford, ESC Assets Management**, to address the **Committee** in relation to application (a) below. **Mr Woodford** provided an overview of the trial being proposed and a visual representation of scheme.

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/20/0953/FUL</b>   Trial for demountable block to create a sand platform between groyn 104 and 105 at the Spa, Felixstowe. <b>Land At Felixstowe Beach Undercliff Road</b>
<b>The Committee considered the proposal in the long term and the short term. Committee recommended APPROVAL for the trial.</b>	

<b>b</b>	<b>DC/20/0818/FUL</b>   Erection of detached dwelling <b>Land To The Rear Of 9 To 15 York Road</b>
<b>Committee recommended APPROVAL</b>	

<b>c</b>	<b>DC/20/0726/FUL</b>   Construction of a detached chalet bungalow with parking for new development and existing 130 Mill Lane <b>130 Mill Lane</b>
<b>Committee recommended REFUSAL on the grounds of its unsatisfactory relationship with adjacent properties, specifically thereby not complying with:</b>	
<b>DM7: Developments should</b>	
<b>(a) not result in a cramped form of development out of character with the area or street scene,</b>	
<b>(b) not result in significantly reduced residential amenity, leading to loss of privacy to the host dwelling,</b>	
<b>(c) be well related to adjacent properties and not designed in isolation,</b>	
<b>(d) ensure appropriate provision is made for reasonable size curtilage for the existing buildings and proposed dwelling,</b>	
<b>And</b>	
<b>DM 23 e) the resulting physical relationship with other properties would not be detrimental to those properties.</b>	

<b>d</b>	<b>DC/20/1040/FUL</b>   Demolition of existing modern conservatory at the rear of the house and replacement with a single storey extension <b>18 Berners Road</b>
<b>Committee recommended APPROVAL.</b>	

e	DC/20/0906/FUL   Proposed single storey rear extension with loft conversion <b>154 High Road West</b>
<b>Committee recommended APPROVAL</b>	
f	DC/20/1076/FUL   Proposed two storey rear extension <b>23 Tomline Road</b>
<b>Committee recommended APPROVAL</b>	
g	DC/20/0884/FUL   Rear Extension <b>Linden House 28A Bath Road</b>
<b>Committee recommended APPROVAL</b>	
h	DC/20/0854/FUL   Single storey side extension <b>22 Ascot Drive</b>
<b>Committee recommended APPROVAL</b>	
i	DC/20/1087/TCA   Trees on southern rear boundary: 5no. Holm Oak to be re-pollardrd to previous pollard points. 1no. Contorted Willow to be felled to allow space for adjacent Cherry to grow on <b>Martello Place Golf Road</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	
j	DC/20/0777/TCA   T1 - Yew - reduce the crown height by approx. 0.5-1m and lateral spread by 1-1.2m to contain at a suitable size for the location and reduce risk of failure in adverse weather conditions <b>The Gatehouse Maybush Lane</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	
k	DC/20/1078/TCA   Sycamore (T1) - Fell because of significant die back Apple (T2) - Reduce height and width by 1.5 metres Apple (T3) - Reduce height and width by 1.5 metres Privet (T4) - Pollard at 2 metres Holm Oak (T5) - Re-pollard back to previous points <b>3 Hamilton Gardens</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

## **511. PLANNING DECISIONS**

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

## **512. EAST SUFFOLK COUNCIL PARKING CONSULTATION**

Committee considered East Suffolk Council's Off-Street Parking Order consultation.

**After a discussion, it was RESOLVED** that the Town Council's response to the consultation be as follows:

**Felixstowe Town Council has carefully reviewed East Suffolk Council's proposed Off-Street Parking Order and requests that "£1 up to one hour" be added to the tariff at Crescent Road, Highfield Road and Ranelagh Road car parks, to provide a flexible offer in support of the town centre. It was noted that this tariff was proposed for some other car parks in the district.**

**The Town Council also requests confirmation from East Suffolk Council that the net revenue from the Landguard car parks are to be ringfenced and used to support the Landguard Partnership, which included the Fort and Museum.**

## **513. CORRESPONDENCE**

**Committee NOTED** the following:

- i) DC/19/4442/FUL - 1 College Green.** The Chairman reported that ESC had confirmed that the proposed resin cladding to the exterior of the house had been removed from the application. Given that the Committee's concerns had centred on the contribution made to the Conservation Area by the wooden detailing of properties in College Green, it was agreed that ESC should be advised that no further representation by the Town Council would be sought on the application at this time.

## **514. CLOSURE**

In accordance with Government advice in respect of the coronavirus pandemic, it was agreed that all further meetings would be suspended at this time.

Delegation arrangements for responding to planning applications in lieu of continuing the current meeting schedule were discussed.

**It was RESOLVED** that:

- i. All currently scheduled meetings of the Planning & Environment Committee to be suspended until further notice;**

- ii. **The Clerk, in consultation with the Chairman, Vice-Chairman and Cllr Kimberley Williams, to be delegated the authority to submit recommendations to East Suffolk Council or other relevant authority, in respect of planning applications, or other proposals, that would usually be considered by a meeting of the Planning & Environment Committee, until the next time the Committee meets or as Council may otherwise determine;**
- iii. **To support Member engagement with the process, a weekly list of planning applications for consideration forming the Agenda will be circulated via email on a Thursday. This will also be published on our website, with public comments invited. A summary of the applications, alongside any material planning matters that are perceived to be relevant, will then follow. Members will then be invited to make any comments/observations and recommendations via email. The Clerk, Planning Administration Officer, Chairman, Vice-Chairman and Cllr Williams will review proposals and comments via conference call on a Wednesday morning; and,**
- iv. **A summary of recommendations submitted under this delegated authority will be circulated as Minutes, alongside the next Agenda, on a Thursday.**

It was noted that the next meeting of the Committee would be convened in accordance with national advice. Members and the public to be notified.

The meeting was closed at 12.22 pm.

---

## **AGENDA ITEM 4: PLANNING DECISIONS**

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

**DC/20/0220/FUL** | Construction of new dwelling on land forming part of the curtilage of the existing dwelling  
**5 South Hill**

**DC/20/0257/FUL** | Insert a Dormor window into an attic room at the rear of the house on the 2nd floor  
**32 Victoria Street**

**DC/19/4877/VOC** | Variation of condition(s) 2 of application DC/17/3986/FUL - Proposed dwelling.  
**Land At Candlet Grove Candlet Grove**

**DC/19/4375/VOC** | Variation of Condition No 4 of DC/17/1928/FUL - To park 7 No. cars at basement level - Creation of new front and side balconies, alterations to fenestration, creation of roof-top terrace, relocation of car-lift port and amendments to approved car park layout  
**Cliff House Chevalier 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):**

**DC/19/4187/FUL** | Two storey extension and first floor extension to accommodate two bedrooms and larger living room  
**10 Gulpher Cottages Gulpher Road**