

**MINUTES of the PLANNING & ENVIRONMENT COMMITTEE meeting held at
Felixstowe Town Hall on Wednesday 6 November 2019 at 9.15am.**

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

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

294. PUBLIC QUESTIONS

There were none.

295. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr K Williams.**

296. DECLARATIONS OF INTEREST

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

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

297. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee Meeting held on 23 October be signed by the Chairman as a true record.

298. PLANNING APPLICATIONS

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

a	DC/19/4123/FUL Extension of existing office building (unit 6) and additional parking spaces Unit 6 Gulpher Business Park Gulpher Road
Committee recommended APPROVAL subject to consideration of extending the boundary planting to provide increased screening to the countryside in due course.	

b	DC/19/4070/FUL Side extension (garage), Rear extension with balcony, Balcony extension to front, Remodelling front facade, new fenestration arrangement. 119 Cliff Road
Committee had no objection to the changes to the front elevation and no objection to the principle of the front balcony. However, in view of the unique juxtaposition with the neighbour’s first floor “conservatory” to the right of the property we believe that the balcony should extend no further than the existing balcony and should have a permanent privacy screen. However, we do object to the rear balcony on the grounds of privacy and overlooking DM 23a and would recommend REFUSAL unless these issues can be resolved.	
c	DC/19/4148/FUL Two-storey rear extension Stonesthrow 16 Thornley Road
Committee recommended APPROVAL.	
d	DC/19/4012/FUL To extend first floor bathroom to rear of the property. To demolish conservatory and erect extension to form kitchen/ family room. 4 Grasmere Avenue
Committee recommended APPROVAL	
e	DC/19/4035/FUL The Installation of an external plant area comprising a wall mounted 152 KW dry cooler and a pump-station. 2-4 Langer Road
Committee recommended APPROVAL.	

299. 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.

300. PAPERLESS PLANNING

The Clerk advised that ESC would be moving to a paperless planning system. This would mean that the Town Council would no longer receive paper copies of planning applications, which would instead be available online. Whilst this would mean that the Town Hall would no longer be able to offer public access to view planning applications, Members understood that the East Suffolk Council desk at the Library would be able to assist those members of the public who had difficulty in accessing planning applications online.

It was RESOLVED that:

- i. the Clerk relay to ESC that Committee welcomes the move to reducing reliance on paper plans and acknowledges the public facility provided at the Library. However, assurance was requested from East Suffolk Council that support would be provided for those members of the public who have difficulty accessing or otherwise viewing planning documents online;
- ii. the Planning Administration Officer would write to The Felixstowe Society to advise them of the changes, inviting them to report any concerns to the Town Council; and,
- iii. the Town Council Magazine should carry an item informing the public of the move to paperless planning, directing them to the Library for support and reminding of the public openness of the Planning & Environment Committee.

301. CORRESPONDENCE

Committee noted correspondence on BT's proposals to remove the following payphones in Felixstowe:

Ferryboat Inn, The Ferry, Felixstowe (01394 282575)

Members had no objection to the removal of the payphone at the Ferry but understood that there may be local interest in adopting the kiosk. The Clerk would make enquires on this with The Felixstowe Ferry Residents Association.

Opp Landguard House, Sea Road, Felixstowe (01394 283353)

It was noted that the location of this payphone was not correct, being located on Beach Station Road. Members were concerned about the proposed removal of this payphone. Having made 127 call in the past year, the phone demonstrably shows significant regular use, far in excess of BT's own criteria. It meets a local need and is important to those that use it. Accordingly, the Town Clerk would asks that this payphone be retained.

Manor Terrace Club, Manor Terrace, Felixstowe (01394 283868)

Members had no objection to the removal of this payphone.

302. CLOSURE

The meeting was closed at 10.40 am. The date of the next meeting was noted as being Wednesday 20 November 2019, 9.15am at Felixstowe Town Hall.

Date: _____

Chairman: _____