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9 am to 4 pm Mondays to Fridays



TOWN HALL
FELIXSTOWE
SUFFOLK
IP11 2AG

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr S Bird (Chairman)
Cllr A Smith (Vice Chairman)
Cllr S Bennett
Cllr S Gallant
Cllr M Jepson

Cllr M Morris
Cllr D Savage
Cllr S Wiles
Cllr K Williams

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **ONLINE** on **Wednesday 24 March 2021** at **9.15am**.

Public Attendance

Online meetings of the Town Council and its Committees are open to the press and public who are welcome to attend via Zoom. Members of the public are invited to make representations or put questions to the Committee during the public session. Members of the public wishing to comment on a specific planning application may be invited to do so, at the direction of the Chairman, immediately prior to consideration of the application.

To join the meeting please follow this link:

<https://us02web.zoom.us/j/82892513980>

Alternatively, you may join via the meeting ID 828 9251 3980 or over the telephone by calling 0131 460 1196.

Our online meeting guidance can be found here: <https://www.felixstowe.gov.uk/wp-content/uploads/2020/05/Remote-Meeting-Guidelines.pdf>

Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity in its decision-making and Members are reminded to consider the Council's commitment to climate action.

Ash Tadjrishi
Town Clerk
17 March 2021

For information (via email):

All Town Councillors
Local Press
Felixstowe Chamber of Trade & Commerce

A G E N D A

1. **Public Question Time**

Up to 15 minutes is set aside to allow members of the public (up to one minute each) to make representations or put questions to the Committee on any relevant matters.

Members of the public wishing to comment on a specific planning application may be invited to do so, at the direction of the Chairman, immediately prior to consideration of the application.

2. **Apologies for Absence**

To receive any apologies for absence.

3. **Declarations of Interest**

To receive any declarations of interest and to consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest.

4. **Confirmation of Minutes**

To confirm the Minutes of the Planning & Environment Committee meeting held on 10 March 2021 as a true record. **(Pages 4-8)**

5. **Planning Applications**

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

- a. **DC/21/1040/FUL** | Proposed two storey & single storey rear extension
81 Cobbold Road
Applicant: Mr and Mrs Farnworth [Link to Documents](#)

- b. **DC/21/1034/FUL** | Proposed detached garage with single storey rear extension
12 High Road East
Applicant: Mr and Mrs Pieraccini [Link to Documents](#)

- c. **DC/21/1149/FUL** | Previous Lawful development application deemed the extension needed planning permission. The extension is for a rear extension which joins the existing garage
14 Quintons Lane
Applicant: Ms W Thomas [Link to Documents](#)

- d. **DC/21/1175/FUL** | Single storey rear extension
5 Windermere Road
Applicant: Mr C Lightfoot [Link to Documents](#)

- e. **DC/21/0292/FUL** | Side facing windows and two-storey rear extension
11 Chelsworth Road
Applicant: Mr and Mrs T Huggins [Link to Documents](#)
- f. **DC/21/1043/TCA** | 2no. Holm Oak at drive entrance - crown lift by 1.5m. and reduce back from road by 1.5m. 2no. Limes in side garden - crown lift by 2m.
Saville Court Victoria Road
Applicant: Unstated [Link to Documents](#)
- g. **DC/21/1056/TCA** | T1 Lime to RHS drive entrance - to be pollarded to prevent tangling with overhead wires, to reduce shading for neighbours and for claimed health benefit of tree.
16 Beach Road East
Applicant: Mrs M Midgley [Link to Documents](#)
- h. **DC/21/1074/TCA** | Holm Oak in rear garden - crown reduce by 30%, reshape and balance to allow more light to garden.
Villa Bonita 58 Maybush Lane
Applicant: Mr McLean-Spruce [Link to Documents](#)
- 6. 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 9)**
- 7. East Suffolk Sustainable Construction Supplementary Planning Document – Initial Consultation**
To consider ESC’s initial consultation on its preparation of a new Sustainable Construction Supplementary Planning Document. **(Page 10 & Appendix A)**
- 8. Baseline Evidence for the East Suffolk Community Infrastructure Levy Charging Schedule – Initial Consultation**
To consider ESC’s initial consultation on its preparation of a Community Infrastructure Levy Charging Schedule. **(Page 11 & Appendix B)**
- 9. Correspondence**
To note any items of correspondence.
- 10. Closure**
To close proceedings and confirm the date of the meeting as scheduled for Wednesday 7 April 2021 at 9.15am.

AGENDA ITEM 4. CONFIRMATION OF MINUTES

MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held ONLINE on Wednesday 10 March 2021 at 9.15am

PRESENT: Cllr A Smith (Vice-Chairman *in the Chair*)
Cllr S Bennett Cllr D Savage
Cllr M Jepson Cllr S Wiles
Cllr M Morris Cllr K Williams

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

IN ATTENDANCE: Ms M Gonsalves, Flagship Group
Mr T Hunt, Flagship Group
Mr C Phillips, ESC Senior Estates Surveyor
Cllr R Kerry, ESC Cabinet Member for Housing
Mr R Abbott, Felixstowe Chamber of Trade and Commerce
4 Members of the public.

In the absence of **Cllr S Bird** (Chairman), Vice-Chairman **Cllr A Smith** was in the Chair.

403. PUBLIC QUESTION TIME

There being no general questions or comments, the Chairman advised that he would permit members of the public to address the Committee immediately prior to the consideration of any planning application to which they wished to make representations.

404. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr S Bird** and **Cllr S Gallant** due to other business.

405. DECLARATIONS OF INTEREST

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

It was also noted, in respect of 501(a), that Cllr Wiles is the ESC Assistant Cabinet Member to the Economy. Cllr Wiles advised that his interest was non-pecuniary in nature.

It was also noted, in respect of 501(a), that Cllr M Jepson was a neighbour to the owner of one of the businesses which this application would affect. Cllr Jepson advised that his interest was non-pecuniary in nature.

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

406. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 24 February 2021 be confirmed as a true record.

407. FLAGSHIP HOMES' GROUND SOURCE HEAT PUMPS PROJECT

The Chairman invited Ms Gonsalves and Mr Hunt from Flagship Group to give a presentation to Committee on a recent project to install ground source heat pumps, serving 115 homes in Runnacles Way, Felixstowe. Committee heard how the project was financed through RHI grant for £1.5m. There were 6 plant rooms, 84 boreholes, some 180m deep, with 12 heat pumps and thermal stores. The scheme would have lifecycle of 30 years, providing an improvement over the expected lifecycle of gas boilers (around 7 to 10 years) along with a reduction in energy consumption of around 70%. It was noted that ground source heat pump installations, offering net zero carbon emission and low maintenance, were best suited for high density and communal sites. The cost per house on this scheme had been around £13,000.

Cllr Richard Kerry, ESC Cabinet Member for Housing, also addressed the Committee, noting that ESC is retrofitting some of its housing stock with air source heat pumps and were keen to address the prospect of mains gas being limited in future. ESC was also looking at older properties in its stock and options for improving their efficiencies.

Members thanked Ms Gonsalves and Mr Hunt for the information presented and commented on the positive responses they had received from the residents who have benefitted from the system.

Flagships confirmed that a copy of the presentation and a link to a video on the project would be provided which the Town Council could make publicly available.

RESOLVED that the presentation be noted and, in conjunction with the Town Council's Climate Emergency declaration, the Committee would use this information to promote the use of ground and air source, and other sustainable energy infrastructure, on major new developments in the area.

408. PLANNING APPLICATIONS

In respect of item A below, Committee considered comments submitted by the public and representations made by the applicant and a nearby business.

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

A	<p>DC/21/0808/FUL Temporary change of use for one year to allow adjacent businesses use of public open space temporarily whilst ESC seeks further application for planning and ground works. The land will be used for tables and chairs for the consumption of food & drink outside. Land East Of Bent Hill Undercliff Road West</p>
<p>Committee support the temporary use of this site as proposed and recommended APPROVAL, subject to; the hours of operation being limited to 10pm; retention of the green area and Phormium plant; appropriate enhancement of the area to mitigate the loss of the flower bed; and public access to the site being preserved.</p>	
B	<p>DC/21/0838/FUL Alterations and extension to form mixed use development comprising Commercial (Use Class E) and 9 self contained flats (Use Class C3) Police Station 32 High Road West</p>
<p>Committee recommended APPROVAL, subject to the entrance being from Glenfield Avenue, rather than High Road West which is liable to cause potential traffic problems.</p>	
C	<p>DC/21/0731/FUL Demolition of workshop and replacement with 1no detached dwelling, alterations and extension to existing building to retain shop/office and provide 2no one bedroom first floor flats and 1no two bedroom dwelling. Amended scheme to previously approved application DC/18/4989/FUL 19 Manning Road</p>
<p>Committee carefully considered this application, including the comments from the neighbour and concerns around parking. Committee recommended APPROVAL, noting the validity of the flood risk assessment which recognizes all the relevant flooding policies and risks in this area.</p>	
D	<p>DC/21/0712/FUL Loft extension with a rear dormer window. New high level windows with juliet balconies. Internal alterations. Changes to external elevation materials. The Lodge South Hill .</p>
<p>Committee recommended APPROVAL having considered the location within the Conservation Area and potential loss of amenity from windows and balconies on the western elevation.</p>	

E	DC/21/0741/FUL Two Storey extension to side over existing garage 18 Cliff Road
Committee recommended APPROVAL	
F	DC/21/0759/FUL First Floor Side Extension over Garage 230 Ferry Road
Committee recommended APPROVAL subject to the rear end of the side balcony having an obscured panel to minimize the potential for overlooking the neighbouring property at 244	
G	DC/21/0425/FUL Single storey extension to the rear and two storey extension to the side of the property 28 The Downs
Committee recommended APPROVAL	
H	DC/21/0766/FUL Single storey extension to the rear of the existing dwelling 64 Constable Road
Committee recommended APPROVAL	
I	DC/21/0811/ADI Illuminated Advertisement Consent - New single illuminated 48-sheet digital advertisement display Palace Bingo Hamilton
Committee recommended APPROVAL	
J	DC/21/0829/TCA Sycamore in rear garden- Removal of diseased lower lateral branch, and minor lateral branch. Morwenna 17 Beach Road East
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

409. 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.

410. A12 UPGRADE AND SEVEN HILLS ROUNDABOUT ENHANCEMENT CONSULTATION

Committee consider the consultation, noting that the Town Council has been keen to see the Seven Hills roundabout (J58) improved and has made representations on this subject in relation to other consultations, notably the Sizewell C proposals.

Following a discussion, it was RESOLVED that the Clerk respond to the consultation on behalf of the Council to confirm that junction improvements in this location cannot come soon enough and that it greatly welcomes the proposed partial signalisation of the roundabout and lane changes to increase traffic capacity, safety, and flow.

411. CORRESPONDENCE

The following correspondence was NOTED:

i. Proposals for a Logistics Park on land at Orwell Crossing, A14, east of Ipswich.

Committee noted that, subsequent to the circulation of a newsletter on proposals to create a new logistics park at Orwell Crossing, Nacton Heath, beside the A14, the Clerk had received an offer on behalf of Equation Properties to provide a briefing session for Councillors. It was agreed that a presentation would be helpful, and the Clerk was asked to organise a meeting to which all Councillors to be invited to attend.

ii. Sizewell C Rule 6 Letter.

The Clerk advised that the Planning Inspector had notified registered parties that preliminary meetings to discuss the arrangements for the Examination of the application for Development Consent for The Sizewell C Project would take place in March, prior to formal examination starting in April 2021. Cllr A Smith, as the Town Council's representative, confirmed that he would respond to the letter.

412. CLOSURE

The meeting was closed at 12.46pm. The date of the next meeting was noted as being Wednesday 24 March 2021, 9.15am.

AGENDA ITEM 6. PLANNING DECISIONS

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

DC/21/0016/FUL Loft conversion to existing bungalow. New first floor addition to front/side and new two-storey addition to rear/side. New covered walkway. 3 Eagles Close
DC/21/0076/FUL Side Extension 30 Cage Lane
DC/21/0193/FUL Proposed rear single storey extension 103 King Street
DC/21/0174/FUL Proposed two storey rear and single storey side extension, including conversion of existing garage and alterations. 4 Newry Avenue
DC/21/0468/TCA T1 Holm Oak - to pollard back to previous pollard points. T2 Lime - to be felled; the tree is causing cracking to boundary wall, and has decaying main branch unions in crown. The Cottage 2 Hamilton Gardens

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 7. EAST SUFFOLK SUSTAINABLE CONSTRUCTION SUPPLEMENTARY PLANNING DOCUMENT - INITIAL CONSULTATION

East Suffolk Council is in the early stages of preparing a new Sustainable Construction Supplementary Planning Document (SPD). The consultation document has been prepared to provide an overview of the proposed scope and content of the SPD and is supported by a short questionnaire with a deadline for comment on **Monday 26th April 2021**.

The questionnaire is available at **Appendix A**.

The Sustainable Construction SPD will provide guidance on a range of topics including energy efficiency, renewable energy, water conservation, sustainable transport and use of materials, to support the implementation of the Local Plan policies.

The Sustainable Construction SPD will be a material consideration in the determination of planning applications and, once adopted, will replace the [Renewable Energy and Sustainable Construction SPD](#) (September 2013, which relates to the former Waveney Local Planning Authority area only).

Committee is requested to consider the initial consultation on the Sustainable Construction and decide on any action it deems necessary in order to respond by the deadline of 26th April 2021.

AGENDA ITEM 8. EAST SUFFOLK COMMUNITY INFRASTRUCTURE LEVY CHARGING SCHEDULE - INITIAL CONSULTATION

East Suffolk Council is in the initial stages of preparing a new Community Infrastructure Levy (CIL) Charging Schedule for the District and is carrying out initial consultations from Monday 15th March to 5pm on Monday 26th April 2021. The CIL Charging Schedule sets out the amount that certain kinds of development must pay to help contribute to the delivery of infrastructure in an area; and, once adopted, it will replace the two existing Charging Schedules, [one covering the former Suffolk Coastal area](#) and [one the former Waveney area](#).

This initial consultation focuses on the basic viability/development cost assumptions, seeking consultees' views to help underpin the preparation of a Viability Report, which will be a key evidence base for the CIL Charging Schedule. The Council is also consulting on the Initial Draft East Suffolk CIL Instalment Policy, which on adoption will replace the two existing CIL Instalment Policies.

The East Suffolk CIL Charging Assumptions document is at **Appendix B**

East Suffolk Council are also consulting on the initial Equalities Impact Assessment, Habitat Regulations Assessment and Strategic Environmental Assessment of the Draft CIL Charging Schedule. These documents can be found here: <https://eastsuffolk.inconsult.uk/CILCS21/consultationHome>

In addition a special 'virtual' meeting has been arranged for parish councils to hear more information about the CIL Charging Schedule preparation process and the current consultation on Tuesday 13th April 2021, with one attendee per parish council invited to attend.

Committee is requested to consider the initial consultation on the Community Infrastructure Levy Charging Schedule and decide on any action it deems necessary in order to respond by the deadline of 26th April 2021; and, delegate a representative to attend the 13th April virtual meeting on the CIL Charging Schedule process.