

Telephone: 01394 282086  
Fax: 01394 285920  
email: enquiries@felixstowe.gov.uk

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 **BROADWAY HOUSE, ORWELL ROAD**, on **Wednesday 23 June 2021** at **9.15am**.

**Public Attendance**

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend. Members of the public are invited to make representations or put questions to the Committee during the public session.

*Due to Covid restrictions there may be a limit to the number of public that can attend in person. If you wish to attend in person, please email [townclerk@felixstowe.gov.uk](mailto:townclerk@felixstowe.gov.uk) to confirm capacity.*

**Public are very welcome join via Zoom using the following 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.

---

**Ash Tadjrishi**  
**Town Clerk**  
**18 June 2021**

For information (via email):

All Town Councillors

Local Press

Felixstowe Chamber of Trade & Commerce

*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.*

## 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 three minutes 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 5<sup>th</sup> May 2021 as a true record. **(Pages 5-8)**

### 5. **Recommendations Made to East Suffolk Council Under Delegated Authority.**

To note the record of recommendations made to East Suffolk Council in respect of planning applications considered under the temporary authority delegated to the Town Clerk since the previous Committee meeting.

**(Pages 9-14)**

### 6. **Planning Applications**

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

#### a. **DC/21/2710/OUT | Outline Planning Permission With Some Matters**

Reserved - to create up to 150 new homes, associated infrastructure and open space.

#### **Land North Of Conway Close And Swallow Close**

Applicant: Generator Optima (Ferry Road II) Ltd

[Link to Documents](#)

#### b. **DC/21/2318/FUL | Demolition of the White Horse Public House (Use Suis**

Generis) and the erection of a convenience store (Use E) on the ground floor and four apartments (Use C3) on the first floor, and the erection of two bungalows (Use C3) with associated parking and landscaping

#### **The White Horse 33 Church Road**

Applicant: Punch Partnership (PML) Ltd

[Link to Documents](#)

- c. **DC/21/2594/FUL** | Change of use of first floor to residential including new windows at first floor and new entrance door at ground floor. No changes to shop front  
**24 Orwell Road**  
Applicant: Clearfast Ltd [Link to Documents](#)
- d. **DC/21/2481/FUL** | Single storey side extension to rear of property. New Dormer Window to roof of house fronting Quilter Road. New flat roof dormer to rear of house to form Ensuite Shower Room  
**50 Quilter Road**  
Applicant: Mr & Mrs N Mirams [Link to Documents](#)
- e. **DC/21/2643/FUL** | Change of Use from Home Office (C3) to a small Barber Shop (A1), and will be operated by applicant as a sole practitioner.  
**10 Reedland Way**  
Applicant: Mr N Orr [Link to Documents](#)
- f. **DC/21/2152/FUL** | We have recently had a garden room built where we were advised by the builders of the size we could have without needing planning permission. We went ahead without concern as it is on land that we own and within permitted size. We have since discovered that as one corner of the building (it is at an angle to the house) sits a small way in front of the original front wall of the house that we are in breach of planning. We believe there is also concern over the height, however this is down to the lie of the land. The right side as you look at it from the front is within the permitted measurements, the left side sits on a slope so is a few cm higher. We decided to place it at an angle that follows that foot path so it remained sympathetic to the surroundings, instead of reclaiming some more of the land we own outside of our curtilage.  
**99 Colneis Road**  
Applicant: Mr G Cooper [Link to Documents](#)
- g. **DC/21/2711/FUL** | Single storey rear extension, brick plinth cladding upper section  
**23 Rogers Close**  
Applicant: Mr L Barber [Link to Documents](#)
- h. **DC/21/2588/FUL** | Change of use from a commercial therapy room back to residential.  
**106 Garrison Lane**  
Applicant: Mr C Bull [Link to Documents](#)

- i. **DC/21/2573/ROC** | Removal of Condition(s) 15 on Planning Permission DC/20/4735/FUL - New Dwelling Condition Number(s): 15 Conditions(s)  
Removal: Clearance works completed ; report appended n/a  
**The Light House Golf Road**  
Applicant: Mr & Mrs M Ayre [Link to Documents](#)
  
- j. **DC/21/2701/FUL** | Provision of new replacement accessible beach access ramp over sea defence wall.  
**Martello Ramp (adjacent New Cafe) Corner Sea Road Orford Road**  
Applicant: ESC [Link to Documents](#)
  
- k. **DC/21/2609/FUL** | Replace the existing White P.v.c.u. Tilt/Turn window in the bedroom with White P.v.c.u. casement type frames. There will be no Colour or, Material change just design in casement handing. The existing window has openers operating inwards, the proposed has the openers operating outwards.  
**Flat 22 Undercliffe Wolsey Gardens**  
Applicant: Mr IIsley [Link to Documents](#)
  
- l. **DC/21/2808/TCA** | Rear garden 1 x Holly -Reduce and shape by up to 30%, to reduce shading on neighbour's garden. 1 x Apple - Remove as branches will interfere with neighbour's new fence. To be replaced by two evergreen shrubs. 1 x unknown: Remove, near a pond and there are 2 other trees nearby on either side, and it is too close to the fence to enable maintenance work.  
**79 Ranelagh Road**  
Applicant: Mrs M Morris [Link to Documents](#)

**7. Correspondence**

To note any items of correspondence.

**8. Closure**

To close proceedings and confirm the date of the meeting as scheduled for Wednesday 7<sup>th</sup> July 2021 at 9.15am.

## AGENDA ITEM 4: CONFIRMATION OF MINUTES

### MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held ONLINE on Wednesday 5 May 2021 at 9.15am

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

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

**IN ATTENDANCE:** None

#### **594. PUBLIC QUESTION TIME**

None

#### **595. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllrs M Morris** and **Cllr K Williams** due to other business.

#### **596. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bird Cllr M Jepson Cllr S Gallant Cllr S Wiles	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)

#### **597. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 22 April 2021 be confirmed as a true record.

#### **598. PLANNING APPLICATIONS**

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/21/1608/FUL</b>   Single storey entrance porch extension and first floor extension over existing garage. <b>41 Westmorland Road</b>
----------	--

**Committee recommended REFUSAL on following grounds:**

**The proposal appears to be contrary to SCLP11.1 para. (b) as it does not demonstrate a clear understanding of, or complement, the local character and distinctiveness of this estate. Furthermore, with reference to SCLP para. (c)i-iv, the proposal does not relate well to the scale and strong character of its immediate surroundings; will impact the existing neighbourhood layout; and, due to its massing and design, does not relate well to the street scene at Westmorland Road and Wrens Park.**

**We are also concerned about the impact on residential amenity, with reference to SCLP11.2 para. (e) and its physical relationship with other properties.**

**Committee was also concerned that the proposed en suite bathroom to the south-east corner of the first floor appears not to be linked to a bedroom. ESC should seek clarification and carefully monitor this. We are concerned that a critical element would further overlook Wrens Park. ESC should seek clarification and monitor carefully.**

**If ESC is minded to approve the application, Committee asks that clarification be sought from the applicant as to any intended business use prior to determination. Care must be taken to ensure that any business or other use of the property does not impinge on residential amenity.**

<b>B</b>	<b>DC/21/1624/FUL   Rear extensions, side and dormer extensions, balcony extension, garden annexe, facade material change 69A Cliff Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>C</b>	<b>DC/21/1803/FUL   Demolition of existing detached garage and erection of proposed attached garage and provision of a 1st Floor ensuite with a dormer window 91 Garrison Lane</b>
<b>Committee recommended APPROVAL.</b>	

<b>D</b>	<b>DC/21/1785/FUL   Construction of two storey rear extension 42 Victoria Street</b>
<b>Committee took into account that this is within the Conservation Area and recommended APPROVAL.</b>	

<b>E</b>	<b>DC/21/1733/FUL</b>   Proposed front entrance porch (incl. w.c) <b>2 Foxgrove Gardens</b>
<b>Committee recommended APPROVAL</b>	

<b>F</b>	<b>DC/21/1859/FUL</b>   To extend bedroom to rear of property <b>54 Grange Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>G</b>	<b>DC/21/1977/FUL</b>   Replace all windows in white UPVC. Hardi-plank whole of house above plinth level. Change roof finish to garden room area to red flat tile. <b>18 Seaton Road Walton</b>
<b>Committee recommended APPROVAL.</b>	

<b>H</b>	<b>DC/21/1402/FUL</b>   Construction of a fence around the front of the property <b>2 Blyford Way</b>
<b>Committee recommended APPROVAL.</b>	

<b>I</b>	<b>DC/21/1903/TCA</b>   1 No. Poplar tree to the far left of the rear garden to be re-pollarded the finished height of the pollard will be 10'-15'. 1 No. Sycamore tree to be re-pollarded. 1 No. Pear tree to be reduced by 30% and shaped. 1 No Elder shrub to be reduced by 30-50% <b>69 Bath Road</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

**599. 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.

**600. SIZEWELL C DCO HEARINGS UPDATE**

Cllr A Smith presented a paper to Committee following recent communication from the Planning Inspector on the Sizewell C examination.

Cllr Smith reported that the Planning Inspector had agreed to accept some further changes from EDF as part of the overall planning application.

It was noted that there was an opportunity to speak at an open floor and other hearings in the process. It was agreed that Cllr Smith would continue to attend

as the Town Council's representative in relation to the matters previously raised by the Committee, particularly the highways matters.

It was noted that a 1500-word summary of the Council's representation would be required to be submitted to the Inspector by 12<sup>th</sup> May. It was agreed that the Clerk be delegated the authority to submit this, and any other representations on behalf of the Council, subject to these being in accordance the Council's previously agreed submissions, following consultation with the Chairman, Cllr S Bird and Vice-Chairman, Cllr A Smith.

**RESOLVED that the Clerk be delegated the authority to submit a 1500-word summary of the Council's representation, and any other representations required by the Planning Inspectorate on behalf of the Council, subject to these being in accordance with the Council's previously agreed submissions and following consultation with the Chairman, Cllr S Bird and Vice-Chairman, Cllr A Smith.**

#### **601. CORRESPONDENCE**

**The Clerk reported the following items of correspondence:**

- i) Michael Smith as part of the Generator Group's public engagement has offered to give a presentation to Members on the proposals for Land North of Conway Close and Swallow Close. It was agreed to hold the presentation on 12 May at 6.30pm
- ii) The Lighthouse Tearooms were seeking a licence to place tables and chairs outside their location and on the opposite side of the road by Trinity Methodist Church. Committee supported this application, provided public access was not impeded.

**RESOLVED that the correspondence be noted as received.**

#### **602. CLOSURE**

The meeting was closed at 10.47am.

**AGENDA ITEM 5: RECOMMENDATIONS MADE TO EAST SUFFOLK COUNCIL IN RESPECT OF PLANNING APPLICATIONS UNDER DELEGATED AUTHORITY TO THE TOWN CLERK**

*The following recommendations were made on 26<sup>th</sup> May 2021:*

Following consultation with Cllrs S Bird, S Bennett, M Jepson, M Morris, D Savage, A Smith and S Wiles, the Town Clerk made the following recommendations to East Suffolk Council on behalf of Felixstowe Town Council:

<b>A</b>	<b>DC/21/2166/VOC</b>   Variation of conditions 2 & 5 of DC/18/3173/FUL - To create a new beach cafe along with a meeting events space with associated landscaping, including stopping up of existing vehicular entrance and construction of new vehicular access off Orford Road. <b>Proposed Cafe/Restaurant Coastguard Walk</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

<b>B</b>	<b>DC/21/1868/FUL</b>   Provision of 2no. replacement beach huts to seaward side of promenade used as tourist information point and concession. <b>South Seafront and North East Of Pier Undercliff Road West</b>
<b>Felixstowe Town Council welcomes this application and recommends APPROVAL.</b>	

<b>C</b>	<b>DC/21/2111/FUL</b>   Change of use of salon and flat over to one dwelling with rear extension <b>47 Orwell Road</b>
<b>Felixstowe Town Council recommends APPROVAL. The proposal is sympathetic and represents a good example of how to enhance and preserve the Conservation Area.</b>	

<b>D</b>	<b>DC/21/1961/VOC</b>   Variation of Condition No. 2 of DC/15/0332/FUL - Conversion of redundant buildings to new dwellings, erection of new flat to site frontage and erection of car ports and associated car parking - Relocation of car port to plot one from plot two to provide covered parking to plot one and allow extra storage in car port roof space, required due to retention of vaulted ceilings in this plot giving limited storage. <b>38-40 The Old Dairy Victoria Street</b>
<b>Felixstowe Town Council recommends APPROVAL. The proposal is sympathetic to its Conservation Area setting.</b>	

Following consultation with Cllrs S Bird, S Bennett, M Morris, D Savage, and A Smith, the Town Clerk made the following recommendations to East Suffolk Council on behalf of Felixstowe Town Council:

<b>E</b>	<b>DC/21/2279/FUL</b>   First floor side extension and garage conversion on the ground floor <b>54 Wentworth Drive</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

<b>F</b>	<b>DC/21/2160/FUL</b>   Proposed two storey rear extension with first floor terrace <b>Chesterley House Golf Road</b>
<b>Felixstowe Town Council recommends APPROVAL, subject to the window on the south aspect being obscured.</b>	

<b>H</b>	<b>DC/21/2236/FUL</b>   Proposed loft conversion to single storey detached dwelling <b>24 Cliff Road</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

<b>I</b>	<b>DC/21/2249/FUL</b>   Single storey rear extension with loft conversion. Front elevation change from hip to gable. <b>14 Sunray Avenue</b>
<b>Felixstowe Town Council recommends REFUSAL. The proposal would be injurious to the unique and strong character of Sunray Avenue and its homogenous street scene, in contravention of SCLP11.1(c) ii (layout) and iv (street scene) and SCLP11.2(e) (physical relationship with other properties).</b>	

<b>J</b>	<b>DC/21/2113/FUL</b>   Single storey rear extension <b>115 Colneis Road</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

<b>K</b>	<b>DC/21/2019/VOC</b>   Variation of Condition 4 of DC/19/2752/PN3 - Change of use to a Tea Shop. - Variation to Opening Hours. <b>81 High Road West</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

Following consultation with Cllrs S Bird, S Bennett, D Savage and A Smith, the Town Clerk made the following recommendations to East Suffolk Council on behalf of Felixstowe Town Council:

<b>G</b>	<b>DC/21/2210/FUL   Rear and side extension 77 Ranelagh Road</b>
<b>Felixstowe Town Council recommends REFUSAL. The height of parapet to the proposed extension would unnecessarily injurious to both neighbouring properties – particularly the property to the north. The style and materials proposed would also be incongruous to the Conservation Area within which the property is set.</b>	

***The following recommendations were made on 9<sup>th</sup> June 2021:***

Following consultation with Cllrs S Bird, S Bennett, M Jepson, M Morris, D Savage and A Smith, the Town Clerk made the following recommendations to East Suffolk Council on behalf of Felixstowe Town Council:

<b>A</b>	<b>DC/21/2329/FUL   Erection of new veterinary surgery and 3 residential units in two phases Land At Junction Of Garrison Lane And High Road</b>
<b>Felixstowe Town Council recommends APPROVAL and welcomes the redevelopment of this site. We note and support the vehicle access arrangements to and from Garrison Lane.</b>	

<b>B</b>	<b>DC/21/2444/FUL   Development of a 'beach village' area with 27 traditional wooden huts, accessible pods to hire and new public conveniences- plus movement of trim trail to new activity park area, comprising of three petanque rinks, table tennis tables and exercise space. Trim Train And Volley Ball Area Sea Road</b>
<b>Felixstowe Town Council greatly welcomes this application and recommends APPROVAL.</b>	
<b>It should be noted that previous experience of wave splash, and wash - including sand and shingle - will affect this area and ESC should consider increasing the ground level of this site and give further attention to the flood board entrances as mitigation measures.</b>	
<b>The inclusion of a beach shower should also be considered.</b>	

<b>C</b>	<b>DC/21/2522/FUL   Demolition of existing cafe building &amp; replacement with a new Greggs Pod building, with associated refuse area Petrol Filling Station Anzani Avenue</b>
----------	---

**Felixstowe Town Council recommends APPROVAL. We would ask the applicant to promote the responsible disposal of litter.**

<b>D</b>	<b>DC/21/2214/FUL</b>   Construction of a chalet bungalow (following demolition of existing outbuildings) <b>193 Maidstone Road</b>
----------	--

**Felixstowe Town Council recommends REFUSAL. With particular reference to its close relationship to the recently built properties 10A and 11A James Boden Close, the proposal will not relate well to the scale and design of adjacent properties and would therefore be contrary to SCLP5.7 (b), it would also cause significant harm to residential amenity, contrary to SCLP5.7 (c).**

<b>E</b>	<b>DC/21/1549/FUL</b>   Conversion of ground floor commercial unit to provide new homes, including minor ground floor infill   <b>7 Sea Road</b>
----------	---

**Felixstowe Town Council recommends REFUSAL. We would repeat the comments made in respect of this application in April and draw attention to the popular and thriving Felixstowe tourist economy which has seen additional recent investment and is set to further expand post Covid-19. There appears to be no evidence to show that the applicant has sought advice from ESC's Economic Develop team for specific and appropriate marketing of this site.**

**Comments submitted 26<sup>th</sup> April 2021:**

**Tourism activity in Felixstowe has expanded year on year for over a decade and is likely to grow further. Recent investment and enhancement of this area has demonstrated that there is a wide market for commercial and resort uses. We believe that this proposal is in fundamental contravention of SCLP 12.14 and request that the applicant work with Felixstowe Forward, East Suffolk Council's Economic Development team and the Felixstowe BID to develop a broad marketing strategy prior to any conclusions being drawn over potential unviability.**

<b>F</b>	<b>DC/21/2381/FUL</b>   Change of use of ground floor to bar/restaurant including musical entertainment with three & four seat tables externally on wide pavement to Orwell Road <b>30 Orwell Road</b>
----------	---

**Felixstowe Town Council recommends APPROVAL. We support the comments made by Environmental Protection, except we would suggest the outdoor seating area should be permitted until 10pm, rather than 9pm.**

<b>G</b>	<b>DC/21/2055/FUL</b>   Single Storey Extension & Internal Alterations, Re-Configuration of External Window & Door Openings. <b>Felixstowe And Suffolk Bowling Club St Edmunds Road</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

<b>H</b>	<b>DC/21/2156/FUL</b>   Erect rear extension to enlarge kitchen and dining areas. Erect side extension for study <b>9 Thornley Road</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

<b>I</b>	<b>DC/21/2406/FUL</b>   Construction of single storey, pitched roof rear extension. <b>37 Looe Road</b>
<b>Felixstowe Town Council recommends approval, having carefully considered the relationship to the neighbouring properties.</b>	

<b>J</b>	<b>DC/21/2423/FUL</b>   Two storey and single storey side extension <b>8 St Marys Crescent</b>
<b>Felixstowe Town Council recommends APPROVAL.</b>	

<b>K</b>	<b>DC/21/2570/FUL</b>   Construction of a two-storey rear extension <b>175 Grange Road</b>
<b>Felixstowe Town Council recommends REFUSAL due to the bulk, massing and height of the proposed extension, its proximity to the boundary and the consequential loss of sunlight to the neighbour to the north. We therefore consider the proposals to be contrary to SCLP11.1(c) ii) with regards to the existing layout, iii) height and massing and SCLP11.2 (c) access to daylight and sunlight to the windows and amenity area for the neighbouring property and (e) its physical relationship to other properties.</b>	

<b>L</b>	<p><b>DC/21/1384/FUL</b>   Replacement windows and front door, with like for like double glazed timber windows.</p> <p><b>7 Beach Road East</b></p>
<p><b>Felixstowe Town Council recommends APPROVAL subject to the guidance of the Conservation Officer. We note that the application states the window will be like-for-like in design, however the drawing to support this is lacking in detail to support this and we would ask that this be reviewed by the Conservation Officer. The Town Council notes that this application relates to part of an iconic row of Victorian properties within the Felixstowe Conservation Area, which are referred to on page 67 of the Felixstowe Conservation Area Appraisal document.</b></p>	

The recommendations above were made in accordance with the temporary authority delegated at the 5<sup>th</sup> May Annual Council meeting (Minute #17 of 2021/22 refers) and are published on the Town Council’s website.

**Committee is requested to note the recommendations made under delegated authority.**