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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 **TOWN HALL, FELIXSTOWE**, on **Wednesday 25 May 2022 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.

There is a limit to the number of public attending in-person, which may be further affected by coronavirus guidance. If you wish to attend in person, please email 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.

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
20 May 2022

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 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 May 2022 as a true record. **(Pages 5-9)**

5. **Planning Applications**

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

- a. DC/22/1659/FUL** | Dormer loft conversion including Juliet balcony and metal railings, installation of 2 no. roof windows to the front elevation and 2 no. windows to the rear elevation.

6 Orford Road

Applicant: Mr & Mrs Watkinson

[Link to Documents](#)

- b. DC/22/1849/FUL** | Existing redundant letter box / metal plate cover to be removed. Existing aperture to be infilled by brickwork to match existing. Existing night safe to be removed. Existing aperture to be infilled by brickwork to match existing. Existing CCTV camera to be removed and make good. Existing ATM to be removed. Existing aperture to be infilled by brickwork to match existing. Existing lighting for ATM to be removed and make good. Existing branch nameplate/opening hours to be removed and make good. Existing heritage signage to be removed and make good. Existing heritage projecting sign to be removed and make good. Existing redundant letter box. Sign to be removed and to be sealed closed.

18 Hamilton Road

Applicant: Barclays Bank Plc

[Link to Documents](#)

- c. **DC/22/1809/FUL** | Construction of a substation in association with an outline planning permission (DC/21/0670/VOC). This substation is required in order to feed electricity to the business units and school attached to the outline permission
Land At Candlet Road
Applicant: Mr I Jolly, Persimmon Homes [Link to Documents](#)
- d. **DC/22/1651/FUL** | Demolition of rear conservatory. Construct single storey rear extension to kitchen/dining. Enlarge rear bedroom with dormer construction.
132 Grange Road
Applicant: Mr B Phillip [Link to Documents](#)
- e. **DC/22/1536/FUL** | Replacement Garage, outbuilding and works to boundary wall including new entrance.
Conifers 11 High Beach
Applicant: Mr & Mrs Hammond [Link to Documents](#)
- f. **DC/22/1772/FUL** | Relocation of UKPN sub-station
Electricity Sub Station Clifflands Car Park Cliff Road
Applicant: Mr D Spencer, Felixstowe Golf Club [Link to Documents](#)
- g. **DC/22/1371/FUL** | The property is a 2nd floor flat. It is proposed to replace all 3 existing brown stained softwood windows and one bay window with brown UPVC windows and bay windows to similar opening pattern and style
79 Capel Drive
Applicant: Ms S Plater [Link to Documents](#)
- h. **DC/22/1755/TCA** | 1no. Group of mixed species (9 on plan) - Side reduce by up to 2 metres on south side; 1no. Laburnum (10 on plan) - fell; 2no. Prunus (11 and 12 on plan) - fell; 1no. Holm oak (13 on plan) - Overall crown reduction by up to 2metres
59 Orwell Road
Applicant: Mr A Maggs, Suffolk Treescape [Link to Documents](#)
- i. **DC/22/1675/TPO** | TPO No. SCDC/04/0176 8 x Sycamore (1-8 on plan) - Re-pollard
St John The Baptist Church Orwell Road
Applicant: Mr A Maggs, Suffolk Treescape [...Link to Documents](#)
- j. **DC/22/2004/TCA** | 3no. Holm oak (marked on plan) - Fell, 8no. Holm oak (marked on plan) - Re-pollard
Martello Place Golf Road
Applicant: Mr P Dunkley, Pauls Tree Services Ltd [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 10)**

7. Meeting Request from Persimmon Homes

To consider a request from Persimmon Homes to meet with the Committee in advance of submitting a Reserved Matters application for Phase 2 of the development off Candlet Road.

8. Correspondence

To note any items of correspondence.

9. Closure

To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 8th June 2022 at 9.15am.

509. CAMPERVAN AND MOTORHOME PARKING AT UNDERCLIFF ROAD EAST

The Chairman invited Mr L Boudville, ESC Transport, Infrastructure and Parking Services Manager, and Mr I Lightfoot, SCC Assistant Traffic Regulation Officer, to address the meeting.

Committee noted that there were currently no restrictions preventing the parking of motorhomes and campervans along Undercliff Road East.

Mr Boudville advised that parking restrictions on a public highway would require a Traffic Regulation Order, which would apply to all vehicle types. Under current legislation this would not distinguish between motorhomes/campervans and other vehicles.

Mr Lightfoot commented that Bawdsey Quay was considering a four-hour waiting restriction to eliminate overnight parking. Mr Lightfoot advised that the TRO process was similar to a planning application, with a consultation period to allow all responses to be considered. In response to questions from the Committee, Mr Lightfoot advised that resolving specific issues with camping on the public highway would need further investigation as this may not be covered in current legislation.

Several Members felt that the main issue was large vehicles being in place for multiple nights, over-occupying the limited parking resource in that area. The Clerk referred Members to correspondence received from the public on this issue which had been circulated via email. Mr Boudville would consult with other local authorities which were considering similar issues and advise in due course.

A Member highlighted the byelaws, introduced on 25th January 1984, relating to the Promenade and Seashore, as a potential route towards mitigating the impact on the prom.

The Chairman invited Mr C Phillips, ESC Principal Estates Surveyor, to address the Committee in response to a discussion on byelaws. Mr Phillips advised that ESC had looked in to the possibility of byelaws on the prom. However, these were hard to enforce and the penalties on success were very low. Mr Phillips highlighted that any restrictions on parking could disadvantage residents, beach hut owners and the guests of the hotel at Undercliff Road East. Although it was understood that enforcement of a byelaw was problematic, some Members felt that this could still act as a deterrent. The Clerk advised that, as had often occurred when cycling on the prom was banned by a byelaw, any perceived lack of enforcement could lead to public dissatisfaction. It was noted that a Public Space Protection Order (PSPO) may be a more effective method of regulating activities on the prom.

At this point, the Chairman invited Cllr T Green and members of the public to address the Committee. Following an enquiry as to whether the Government had any plans to revise current legislation to be able to distinguish between motorhomes/campervans and other vehicles, Mr Lightfoot advised that this was recognised as an issue but that the DfT would be responsible for any changes.

In response to a question on the use of marked bays or disabled parking bays, it was noted that this would require a TRO and that marked bays may not offer the most efficient use of space.

A resident of Undercliff Road East reported a number of issues relating to campervans staying for weeks and having received verbal abuse from a campervan owner for taking a photo. Committee heard concerns from other members of the public, such as potential damage to the kerbs on the prom; alleged waste being put down the public drains; and, further encroachment of the prom by associated activities.

Members acknowledge that there may be a range of possible options, from yellow lines to one-hour restrictions, parking bays with limited waiting times, barriers preventing encroachment on the prom, additional dropped kerbs and the use of byelaws or PSPOs. However, it was considered important to be made aware of the likely effectiveness and practicability of introducing such measures, as well as any possible unintended consequences or externalities.

At the instruction of the Chairman, the Committee took a short recess at 11.03am.

The meeting recommenced at 11.10am.

Following brief further discussion, Members agreed that the long-term parking by campervans and motorhomes along Undercliff Road East warranted further consideration. Committee agreed that all practicable options should be investigated, including the option of maintaining the status quo, before any decisions could be made.

It was therefore RESOLVED that:

Suffolk County Council and East Suffolk Council be requested to formulate, as soon as possible, a range of workable options - to include a summary of costs and externalities – which could be introduced to mitigate potential issues associated with the overuse of the parking resources in Undercliff Road East by campervans and motorhomes; and, in addition, that ESC be asked to promote the availability of overnight parking for campervans and motorhomes at alternative locations nearby.

510. 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/22/0490/FUL Retrospective Application - Erection of salon and toilet Port Light Ferry Road Felixstowe Ferry
Committee recommended APPROVAL.	

At this point 11.26am, Cllr Gallant left the meeting.

B	<p>DC/22/0790/FUL Demolition of one of our two garages at rear of our property. Potentially remaining garage roof to "green roof" or simple fibreglass (grey) one. Already submitted full details through pre planning ref No DC/21/5679/PREAPP</p> <p>2 Talbots Orwell Road</p>
<p>Committee recommended APPROVAL.</p>	

C	<p>DC/22/1565/FUL Extensions to property including garden office and recladding</p> <p>3 Brook Lane</p>
<p>Committee recommended APPROVAL, subject to it being conditioned that the use of the annexe remains ancillary to the host property and not a separate dwelling.</p>	

D	<p>DC/22/1218/FUL Conversion of existing attic roof space to create new habitable space, together with insertion of new dormer windows, removal of existing chimney, changes to internal layout and fenestration, and replacement of existing detached garage</p> <p>Dunrobin 2 Priory Road</p>
<p>Committee recommended APPROVAL.</p>	

E	<p>DC/22/1037/FUL Retrospective Application - Removal of two existing old, broken and failing skylight style windows (Velux brand lift and tilt) and replaced with two new constructed dormer windows. The skylight windows were on the rear side elevation (facing No 25 Bath road) and on the rear midpoint elevation (facing Quilter road), which is adjacent to the side passage way and not near the gable end at the back. Both dormer windows are wooden frame construction, insulated, faced with composite dark grey weather board (to colour match the existing grey composite roof tiles), finished with new grey slate roof tiles and clay ridge tiles (to match existing). Both of the dormer windows are in the same positions as those that already existing on No 25 next door and opposite to those on No 27.</p> <p>Seaside House 27 Bath Road</p>
<p>Committee recommended APPROVAL but we note with concern that the applicant's documents do not make reference to the fact that this property is within the Felixstowe Conservation Area.</p>	

F	DC/22/1604/TPO To pollard road frontage Lime to prevent road overhang 68 Orwell Road
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

G	DC/22/1698/TCA 1no. Stone Pine (red circle on plan) – fell Beauty Therapy 30 Maybush Lane
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

H	DC/22/1230/TCA Sycamore on rear Brownlow Road boundary - Removal due to poor health of tree (active fungal decay) and damage caused by pavement and water supply pipe. Size of stump and root system will prevent replanting in same place. The Beacon 7 Hamilton Gardens
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

511. PLANNING DECISIONS

RESOLVED that the decisions on planning applications by East Suffolk Council notified to the Town Council since the previous meeting be noted.

512. CORRESPONDENCE

Committee NOTED the following correspondence:

- i. Application to East Suffolk Council for a Temporary Pavement Licence for The Café on the Corner, 16 Hamilton Road, for the use of furniture for the purpose of consuming food or drink supplied from the premises.
Members did not raise any objections to this request.

513. CLOSURE

The meeting was closed at 11.57am. It was noted that the next meeting was scheduled to take place on Wednesday 25 May 2022 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/22/0881/FUL Retrospective application - Proposed 3no. rooflights to rear of ground floor extension, rooflight to first floor landing, additional patio area with hard/soft landscaping to side boundary

1 College Green

DC/22/0962/FUL To erect first floor extension for ensuite and extended dressing room. Alterations to enlarge existing bathroom.
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White Lodge Marcus Road

DC/22/1088/FUL Proposed single storey rear extension and alterations.
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56 Upperfield Drive

DC/22/1165/FUL Side extension to form a new bedroom and wet room as well as a new front entrance with landing and ramped access.

32 Waveney Road

DC/22/1230/TCA Sycamore on rear Brownlow Road boundary - Removal due to poor health of tree (active fungal decay) and damage caused by pavement and water supply pipe. Size of stump and root system will prevent replanting in same place.
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The Beacon 7 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

Withdrawn:

DC/21/4854/VOC Variation of Condition No.1 of DC/19/1393/ARM - Approval of Reserved Matters on application DC/18/1825/OUT (Outline proposal for one dwelling on side gardens) - Raise ridge by approx 800-900mm. 'Square Off' rear elevation. Increase hall area by 20m towards front
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25 Springfield Avenue