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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 14 December 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. 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.



The Council kindly asks that anyone planning to attend the meeting in-person to consider car-sharing or low-carbon modes of transport to the Town Hall.

Ash Tadjrishi

Town Clerk

7 December 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 30 November 2022 as a true record. **(Pages 4-6)**

5. **Planning Applications**

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

- a) **DC/22/4418/FUL** | Infront of the playground, in Martello Place, we are proposing to locate 7 beach huts on one side and 7 beach huts on the other side of the footpath from playground. The special care will be present for the biodiversity on the site.

Felixstowe Sea Front Martello Park

Applicant: Mr Chris, Flx Beach Hut Assoc.

[Link to Documents](#)

- b) **DC/22/4203/FUL** | Ground floor extension to extend existing flat and first floor rear extension to create additional flat.

Chicago Express Pizza 226 High Street

Applicant: Mr N Habib

[Link to Documents](#)

- c) **DC/22/4544/FUL** | Replacement loft conversion, single storey rear extension and alterations

123 Colneis Road

Applicant: Mr & Mrs M Adams

. [Link to Documents](#)

- d) **DC/22/4662/FUL** | Rear single storey extension and extension of existing dropped kerb.
39 Leopold Road
Applicant: Mr & Mrs D Penn [Link to Documents](#)
- e) **DC/22/4723/FUL** | Rear Extension.
15 Sunray Avenue
Applicant: Mr & Mrs Bowery [Link to Documents](#)
- f) **DC/22/4556/FUL** | To replace current windows like for like with upvc.
Apartment 10 Martello Place Golf Road
Applicant: Mrs N Cazey, RMC Co. Ltd [Link to Documents](#)
- g) **DC/22/4619/TCA** | 1no. Holly (7 on plan) - Fell
Belgrove 3 Ranelagh Road
Applicant: Mrs S Stevenson [Link to Documents](#)
- h) **DC/22/4690/TCA** | 1no. Rowan and 1no. Lime (marked X on plan) - Fell
1-4 Colbourn Court 11 Ranelagh Road
Applicant: Mr P Watson, Mildway Estates 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 7)**

7. Delegated Authority

To consider delegating authority to the Town Clerk, in consultation with the Chairman and/or Vice-Chairman, to respond to any planning matters that would otherwise be out of time for a response by the next scheduled meeting. **(Page 8)**

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 11th January 2023 at 9.15am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 30 November 2022 at 9.15am

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

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

IN ATTENDANCE: 1 member of the public (via Zoom).

304. PUBLIC QUESTION TIME

None.

305. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr S Gallant** and **Cllr K Williams**.

306. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr M Jepson Cllr S Wiles	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bird Cllr S Wiles	All	Other registerable interests (as a Member of Suffolk County Council)

307. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 16 November 2022 be confirmed as a true record.

308. 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/22/4502/VOC Variation of Condition No 2 of DC/21/4185/FUL - (Alterations and extensions to form additional 6 flats on ground and first floor, with associated parking and vehicular access) - to rearrange car parking spaces, cycle spaces and bin stores on the site Police Station 32 High Road West
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Committee recommended APPROVAL.

B	DC/22/4350/FUL Two storey rear extension, single storey rear extension, clad frontage in hardi-plank, remove front projected window to lounge and replace with window flush to wall, render both gable elevations, remove side windows to east elevation and one to west elevation. 5 Cliff Road
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Committee recommended APPROVAL.

C	DC/22/4259/FUL Ramped access with galvanised rails 28 Stour Avenue
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Committee recommended APPROVAL.

D	DC/22/4281/FUL New dropped kerb and access 51 High Road East
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Committee recommended APPROVAL.

E	DC/22/4447/TCA 1no. Palm (P1 on plan) - Remove branch on left hand side. 1no. Holm oak (Ho2 on plan) - Lateral reduction by 1 metre. 1no. Sycamore (S3 on plan) - Lateral reduction by 1 metre. 1no. Sycamore (S4 on plan) - Remove small lower branches back to main stem. 2no. Pine (P5 and P6 on plan) - Lateral reduction on building side by 1 metre. Beach Place Undercliff Road East
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Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.

F	DC/22/4375/TCA 1no. Cherry (T1 on plan) - Crown reduce in height by 1.5 metres and lateral spread by 2 metres th Road
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Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.

309. PLANNING DECISIONS

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

310. RENEWAL OF PUBLIC SPACE PROTECTION ORDERS (PSPOs)

Committee considered the ESC consultation on the renewal of several Public Space Protection Orders (PSPOs) and supported their renewal of all including Exclusion of dogs from Felixstowe Beach with clarification of details relating to the location and dates of exclusion of dogs from the beach

311. CORRESPONDENCE

Committee NOTED the following correspondence:

i) Two Notifications for Referral:

Cllr Smith spoke at ESC Planning Committee on 22 November in respect of two applications. DC/22/2962 (41 Westmorland Road) where FTC had recommended refusal - this application was approved by the ESC Planning Committee. DC/22/3221 (Beach hut site, Manor Road) where FTC had recommended refusal on flooding issues - this application was refused by the ESC Planning Committee on the same grounds.

Additionally, DC/22/1341 (55-57 Undercliff Road West). FTC had recommended approval and this was scheduled to be heard by ESC Planning Committee in December, Cllr Smith would represent FTC at the Committee meeting.

ii) DC/21/2710/OUT – Land North of Conway Close

The Clerk reported that the Environmental Report relating to the above application had been published. However were no changes to the outline planning application to which the Committee had recommended refusal.

iii) Highways Reporting Platform

Members were reminded of the Highways Reporting tool as the best method of reporting highways issues. Of 17 local items reported to the platform, 12 were responded to and were in progress while 5 were made good, 3 were potholes.

312. CLOSURE

The meeting was closed at 10.17am. It was noted that the next meeting was scheduled to take place on Wednesday 14 December 2022 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/22/3348/FUL | Remove conservatory, new single storey rear extension, first floor side extension over garage, new windows, doors and external finishes.

56 Garrison Lane

DC/22/2913/VOC | Variation of Conditions 2 of DC/21/4185/FUL - (Alterations and extensions to form additional 6 flats on ground and first floor, with associated parking and vehicular access) - To utilise available space within existing loft above Flat 8.

Police Station 32 High Road West

DC/22/3858/FUL | Detached gym and storage building.

June Cottage 72 Brook Lane

DC/22/2963/ADN | Non Illuminated Advertisement - Totem pole sign 5.300m high approx

Beach Village Sea Road

DC/22/3151/FUL | Retrospective Application - Retention of cladding and rear single storey extension and dormer

19 Kemsley Road

DC/22/3266/VOC | Variation of Condition No. 3 of DC/22/1996/FUL -

Replacement beach side kiosk adjacent to promenade - Operational hours.

Kiosk Site Near Bent Hill The Promenade Undercliff Road West

DC/22/4071/TCA | 1no. Silver birch (marked 1 on plan) - Crown reduce in height by 1.5 metres, lateral reduction by 0.5 metres, and prune three branches to points marked red on photo "Belgrove Birch"

Belgrove 3 Ranelagh Road

Refused (and recommended for Refusal by this Committee) :

DC/22/3221/FUL | Creation of a new row of 19 Beach Hut sites to the seaward side of an existing row at Manor Road, Felixstowe. These will provide relocation sites for the 14 displaced huts at the Spa in the row behind.

Beach Hut Site Manor Road

DC/22/2295/FUL | Construction of a pair of three bedroom houses

South East Corner Laureate Fields Land West Of The Ferry Road Residential Centre Ferry Road

Approved (and recommended for Refusal by this Committee):

DC/22/2962/FUL | Rear first floor extension. Alteration to consented position of two windows to side elevations.

41 Westmorland Road

Refused (and recommended for Approval by this Committee):

DC/22/3931/FUL | Retrospective Application for a previously built ancillary annex adjoined to applicants workshop.

Journeys End Marsh Lane

AGENDA ITEM 7: DELEGATED AUTHORITY

Committee is requested to consider giving delegated authority to the Clerk, in consultation with the Chairman and/or Vice-Chairman of the Planning & Environment Committee, to submit a response on behalf of the Town Council to any planning applications or consultations for which the consultation period ends before the next Committee meeting on 11th January 2023. Such authority to be, in accordance with arrangements made in previous years, as follows:

Authority is delegated to the Town Clerk to respond to planning applications and consultations on behalf of the Town Council's Planning & Environment Committee, should the deadline for a response be prior to the next meeting of the Planning & Environment Committee before the consultation closes. This authority is subject to:

- i) an extension to the deadline having first been sought to enable a response to be approved at the next scheduled meeting and submitted thereafter;
- ii) prior consultation with the Chairman and/or Vice-Chairman of the Committee; and,
- iii) all Members of the Planning & Environment Committee being emailed a copy of the submitted response for information.

Committee is therefore requested consider delegating authority to the Town Clerk in consultation with the Chairman and/or Vice-Chairman, to respond to any planning matters that would otherwise be out of time for a response by the next scheduled meeting.