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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 8 February 2023** 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
1 February 2023

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 25 January 2023 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/23/0232/FUL** | Formation of new lorry parking and annexe portable office
Former Gasworks Site Walton Avenue
Applicant: Mr Cakir [Link to Documents](#)

- b) **DC/23/0124/FUL** | Construction of front and rear single storey extension with first floor side dormer extension.
16 Picketts Road
Applicant: Mr & Mrs T Mills [Link to Documents](#)

- c) **DC/23/0129/FUL** | Part single, part two storey extension to include new bedroom to first floor and kitchen/ dining space to ground floor. An existing garage is to be part demolished. The plot has (and will maintain) a generous garden to rear, with parking for a minimum of two cars to the front.
21 St Edmunds Road
Applicant: Ms Wood [Link to Documents](#)

- d) **DC/22/3651/FUL** | "Demolish conservatory, erect single storey rear extension, convert garage into study and ensuite. Remove flat roof to existing garage, provide pitched lean-to. Enlarge existing vehicular parking in front garden with additional vehicular access and erect balcony to 1st floor rear bedroom"
16 Colneis Road
Applicant: Mrs G O'Donnell [Link to Documents](#)
- e) **DC/23/0317/FUL** | Proposed single storey extension and alterations (Altered roof design from that approved under DC/22/1926/FUL).
33 Upperfield Drive
Applicant: Mr T Bradford and Ms P Donnelly [Link to Documents](#)
- f) **DC/23/0220/FUL** | Remove the existing timber main entrance door and side panel to apartment block 8-19 Martello Place. It is proposed to be replaced with a composite door and upvc framed side panel.
Apartment 8 Martello Place Golf Road
Applicant: Mr C Harper [Link to Documents](#)
- g) **DC/23/0350/FUL** | New dropped kerb and access
49 High Road East
Applicant: Mr & Mrs N Butcher [Link to Documents](#)
- h) **DC/23/0166/TPO** | G1 of TPO No. 78 / 1994 1no. Acacia (T1 on plan) - Fell 1no. Sycamore (T2 on plan) - Crown raise to 5 metres above ground
Orwell Cottage 219 Grange Road
Applicant: Mr T Ellis [Link to Documents](#)
- i) **DC/23/0322/TCA** | 6no. Unknown species (1-6 on plan) - Fell
3 Stanley Road
Applicant: Mr P Wroe [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. Draft Coastal Adaptation Supplementary Planning Document

To make any comment on the draft SPD by the deadline of 8 March 2023. **(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 22nd February 2023 at 9.15am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe, on Wednesday 25 January 2023 at 9.15am**

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

OFFICERS: Mrs D Frost (Deputy Town Clerk)
 Mrs S Morrison (Planning Administration Assistant)

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

373. PUBLIC QUESTION TIME

The Chairman advised that he would invite representations from members of the public immediately prior to debate on specific applications.

374. APOLOGIES FOR ABSENCE

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

375. DECLARATIONS OF INTEREST

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

376. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee meeting held on 11 January 2023 be confirmed as a true record.**

377. 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/23/0071/FUL Replacement of corroding steel windows with aluminium replacement frames in like for like style and colour. 55 Hamilton Road
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Committee recommended APPROVAL. In light of it being a Conservation Area, this proposal is appropriate for the age of the building and are satisfied as to the quality of materials.

B	DC/22/4774/FUL Change of use from Pharmacy to Hot Food take away. Single storey maisonette over existing retail unit. 27 Beach Station Road
Committee recommended APPROVAL.	

C	DC/23/0099/FUL Single storey extension to main house and single storey extension to existing garage 21 Ferry Lane
Committee recommended APPROVAL.	

D	DC/23/0008/FUL Single storey rear extension 15 Gainsborough Road
Committee recommended APPROVAL.	

E	DC/22/4862/FUL Garage Conversion With Bay Window Hanby 94A High Road West
Committee recommended APPROVAL.	

F	DC/23/0018/TCA 1no. Oak (marked on plan) - Pollard to previous pruning points Manor Court 9 The Courts
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

G	DC/23/0099/TCA 1no. Oak (1 on plan) - Crown thin by 30%, 2no. Holly (2 and 3 on plan) - Fell 8 Gainsborough Road
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

378. PLANNING DECISIONS

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

379. CORRESPONDENCE

Committee NOTED DC/22/3339/FUL - 1 The Churchmans Undercliff Road East was referred to the Referral Panel. The Officers were minded to approve the application, contrary to the view of objection from the Town Council, following the Committee's refusal. Following the Referral Panel approved subject to conditions.

380. CLOSURE

The meeting was closed at 10.04am. It was noted that the next meeting was scheduled to take place on Wednesday 8 February 2023 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/22/3983/FUL Two storey side extension, single storey rear extension & first floor front extension. New detached garage. Render to front elevation. Front wall. 68 Links Avenue
DC/21/3854/FUL Retention and refurbishment of Riby House and sub division of Plot to create two additional dwellings Riby House 9 Riby Road
DC/22/4723/FUL Rear Extension. 15 Sunray Avenue
DC/22/4773/FUL Demolish conservatory and replace with sun room as extension to house. Replace flat roof to side extension, with pitched roof. Change UPVC roofed covered ways with tiled roof. 89B Princes Road
DC/22/4662/FUL Rear single storey extension and extension of existing dropped kerb. 39 Leopold Road
DC/22/4556/FUL To replace current windows like for like with upvc Apartment 10 Martello Place Golf Road
DC/22/4750/FUL Construction of an annexe (amendments to previously approved application DC/22/1892/FUL) 165 Grange Road
DC/22/4814/FUL Single storey erection of extension to toilet as utility/ shower area 174 Chelsworth Road

Refused (and recommended for Refusal by this Committee): None

Approved (and recommended for Refusal by this Committee):

DC/22/3493/FUL Proposed two storey part side/part rear extension, single storey rear extension and alterations. 54 Looe Road

Refused (and recommended for Approval by this Committee): None

AGENDA ITEM 7: DRAFT COASTAL ADAPTATION SUPPLEMENTARY PLANNING DOCUMENT

Comments are invited on this Draft Supplementary Planning Document which contains guidance relating to the suitability of development in coastal locations, relocation of development away from coastal locations, and enabling development. This document has been prepared by a partnership of East Suffolk Council, Great Yarmouth Borough Council, North Norfolk District Council, the Broads Authority, and the Coastal Partnership East Team to support the implementation of Local Plan policies related to the coast.

Full information about the consultation is on the East Suffolk Council website here: <https://eastsuffolk.inconsult.uk/draftcoastaladaptationspd2023/consultationHome>

The Draft SPD is available to read here: <https://eastsuffolk.inconsult.uk/gf2.ti/f/1471170/157391013.1/PDF/-/Draft%20Coastal%20Adaptation%20SPD.pdf>

All comments received will be considered and considered when finalising the Coastal Adaptation Supplementary Planning Document, which is expected to be adopted Summer 2023. Once adopted, this document will be a material consideration when deciding planning applications.

Committee is requested to consider the draft Coastal Adaptation Supplementary Planning Document and any comments it wishes to submit by the 8 March deadline.