

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 4 May 2022 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
 Cllr S Gallant Cllr S Wiles

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

IN ATTENDANCE: Cllr T Green
 Mr I Lightfoot, SCC Assistant Traffic Regulation Officer
 Mr L Boudville, ESC Transport, Infrastructure and Parking
 Services Manager (*via Zoom*)
 Mr C Phillips, ESC Principal Estates Surveyor (*via Zoom*)
 Mr C Gosling, Press - Felixstowe Live
 9 members of the public (*3 in person / 6 via Zoom*)

505. PUBLIC QUESTION TIME

The Chairman advised that he would invite members of the public to make their representations on item 509 below after officers from ESC and SCC had addressed the Committee.

506. APOLOGIES FOR ABSENCE

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

Cllr S Gallant gave apologies in advance of need to leave the meeting at 11.25am to attend to other business.

507. DECLARATIONS OF INTEREST

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

508. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 23 April 2022 be confirmed as a true record.

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

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.

Date: _____

Chairman: _____