



## TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr S Bird (Chairman)  
Cllr M Morris (Vice Chairman)  
Cllr N Barber  
Cllr S Bennett  
Cllr J Candy

Cllr A Folley  
Cllr C Franklin  
Cllr D Underwood  
Cllr S Wiles

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 24 May 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](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>**

Our online meeting guidance can be found here: <https://felixstowe.gov.uk/wp-content/uploads/2022/02/Remote-Meeting-Guidelines.pdf>

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**  
**18 May 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, other registerable or non-registerable interest.

### 4. **Confirmation of Minutes**

To confirm the Minutes of the Planning & Environment Committee meeting held on 19 April 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/23/1804/ADI | Illuminated Advertisement Consent - Sign 1: New Isuzu Fascia with built up illuminated letters, Sign 2: New Isuzu Fascia with built up illuminated letters and Sign 3: New Isuzu Fascia with built up illuminated letters**  
**8 - 10 Bryon Avenue The Docks**  
Applicant: Mr N Hicks, Norfolk Truck & Van [Link to Documents](#)
  
- b) **DC/23/1725/FUL | Front extension and deck extension.**  
**Alexandra Cottage Undercliff Road**  
Applicant: Mrs E Grey [Link to Documents](#)
  
- c) **DC/23/1635/FUL | New single storey side and rear extensions. New porch and extension to the front of the property. New dropped kerb and vehicle crossing.**  
**91 Western Avenue**  
Applicant: Mr N Day [Link to Documents](#)
  
- d) **DC/23/1901/FUL | Extension to replace balcony**  
**14 Western Avenue**  
Applicant: Mr & Mrs R Casburn [Link to Documents](#)

- e) **DC/23/1683/FUL** | 2no. external window awnings  
**22 - 24 Hamilton Road**  
Applicant: Mr & Mrs F Law [Link to Documents](#)
- f) **DC/23/1773/FUL** | Alterations to Garage Outbuilding (reconstruction of roof to form storage / workshop area).  
**Brandeston Golf Road**  
Applicant: Mr Wood [Link to Documents](#)
- g) **DC/23/1524/FUL** | Retrospective Application - Outbuilding for social use  
**52 Seaton Road**  
Applicant: Mr D Bullock [Link to Documents](#)
- h) **DC/22/4774/FUL** | Two storey maisonette over existing retail unit.  
**27 Beach Station Road**  
Applicant: Mrs G Luo [Link to Documents](#)
- i) **DC/23/1624/TPO** | G1 of TPO No. 112 / 1973 2no. Holm oak (T1 and T2 on plan) - Fell Replace with 2no. Silver birch planted to the front left hand corner of the front garden  
**30 Maybush Lane**  
Applicant: M. McElhinney [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. Correspondence**

To note any items of correspondence.

**8. Closure**

To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 7<sup>th</sup> June 2023 at 9.15am.

**AGENDA ITEM 4: CONFIRMATION OF MINUTES**  
**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at**  
**TOWN HALL, Felixstowe, on Wednesday 3 May 2023 at 9.15am**

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

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

**IN ATTENDANCE:** 2 members of the public (1 via Zoom).

**529. PUBLIC QUESTION TIME**

None.

**530. APOLOGIES FOR ABSENCE**

Apologies for absence were received from, **Cllr S Bennett, Cllr S Gallant, Cllr M Jepson and Cllr K Williams.**

**531. DECLARATIONS OF INTEREST**

Member(s)	Minute No.	Nature of Interest
Cllr S Bird 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 Members of Suffolk County Council)

**532. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 19 April 2023 be confirmed as a true record.

**533. 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/22/4774/FUL</b>   Change of use from Pharmacy to Hot Food take away. Two storey maisonette over existing retail unit.
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**Committee recommended REFUSAL. We have concerns as to the impact of the hot food takeaway and its attached extraction equipment in terms of potential noise and odour issues for neighbouring residential units, including the proposed new unit above the shop. We feel that this is contrary to SCLP11.2 para. (d) noise and disturbance and (g) air quality and other forms of pollutions. Committee also have concerns as to the detrimental visual appearance of the proposed extraction flue, due to its scale, we therefore feel this is contrary to SCLP11.1 para. (b).**

**We also have concerns in terms of parking issues. The introduction of an additional residential unit which has no parking provision will exacerbate already difficult parking issues in this area.**

<b>B</b>	<b>DC/23/1449/FUL   New French doors replacing small window Flat 1 19 Constable Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>C</b>	<b>DC/23/1356/FUL   Retention of antennas installed on roof for ship to shore communication. Wolsey Court Stanley Road</b>
<p><b>Committee recommended REFUSAL of this application. We object in the strongest terms to the installation of this antennae mast. We note that the applicant had not submitted a Design and Access Statement and makes no reference to this property being within the Conservation Area in any of their documents. We feel that this installation, in a prominent position on the roof of this building in a significant location in the Conservation Area is both visually intrusive and unacceptable. We believe therefore that this contrary to SCLP11.1 para. (b) and (e) and SCLP11.5 para. (a), (b) and (c). We submit two photographs to demonstrate these points.</b></p>	

#### **534. PLANNING DECISIONS**

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

#### **535. CORRESPONDENCE**

**Committee NOTED** the following correspondence:

- i. Email from Persimmon Homes who were seeking a further meeting with Councillors to outline their plans for the drainage of the site off Candlet Road, the detail of the proposed equipped play areas and information on a Tree Planting Event they were looking to host in October this year with a local school.

**Agreed that the Clerk would let Persimmon know that this would be put to the first Committee meeting of the next Council term for consideration.**

**536. CLOSURE**

The Chairman recorded a vote of thanks to Members for their longstanding contribution to the Committee over the years.

Members paid tribute to the Chairman, Vice-Chairman, Town Clerk and Planning Assistant for their diligence in supporting the Committee over the term.

The meeting was closed at 10.10am. It was noted that the next meeting was scheduled to take place on Wednesday 24 May 2023 at 9.15am.

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## **AGENDA ITEM 6: PLANNING DECISIONS**

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

<p><b>DC/23/0460/RG3</b>   Extension &amp; alterations to public toilet block facility to provide improved male &amp; female toilets. Together with accessible toilet/operatives rest area &amp; improved access.</p> <p><b>Public Toilet Block Adjacent Town Hall Undercliff Road West Old Felixstowe</b></p>
<p><b>DC/23/0422/ARM</b>   Approval of Reserved Matter of Planning Permission DC/20/3658/OUT - Outline Application (Some Matters Reserved) - Residential development consisting of a pair of 3 bedroom semi-detached houses and 2no. 2 bedroom bungalows. Formation of upgraded vehicular access onto high street. - Appearance, Landscaping, Layout &amp; Scale Details</p> <p><b>Land To The Rear Of 361-377 High Street Walton</b></p>
<p><b>DC/23/0642/FUL</b>   Addition of first floor to existing bungalow, two-storey front extension and single storey rear extension. Existing garage to be removed and replaced with a new garage.</p> <p><b>32 Roman Way</b></p>
<p><b>DC/23/0558/FUL</b>   Change existing front door and porch window from white painted wood, single glazed, to UPVC white double glazed.</p> <p><b>Flat 3 91 Ranelagh Road</b></p>
<p><b>DC/22/4502/VOC</b>   Variation of Condition No 2 of DC/22/2913/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.</p> <p><b>Police Station 32 High Road West</b></p>
<p><b>DC/23/0586/FUL</b>   Removal of existing single storey lean to timber framed conservatory/garden room and replacement with single storey lean to UPVC conservatory/garden room with brick and block cavity walls below and warm deck roof over with roof lights.</p> <p><b>Manor Court 9 The Courts</b></p>
<p><b>DC/23/0043/FUL</b>   A metal replacement of the exterior wooden fire escape stairs</p> <p><b>34 Beach Station Road</b></p>
<p><b>DC/23/0887/FUL</b>   Window repairs (listed building)</p> <p><b>3 Cranmer House Maybush Lane</b></p>

**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**

<p><b>DC/23/0573/FUL</b>   New Dropped Kerb   28 Roman Way</p>
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