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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 M Morris (Vice Chairman)
Cllr N Barber
Cllr S Bennett

Cllr J Candy
Cllr A Folley
Cllr C Franklin
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 10 January 2024** 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>

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
3 January 2024

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 13 December 2023 as a true record. **(Pages 4-7)**

5. Planning Applications

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

- a) **DC/23/3477/RG3** | Resurfacing and extension of existing car park
Land Adjacent The Ferry Boat Inn The Ferry
Applicant: Mr I Woodford, ESC [Link to Documents](#)
- b) **DC/23/4572/P3MA** | Prior Notification - Conversion of redundant and empty office to residential
3 Manning Road
Applicant: Mr J Botting [Link to Documents](#)
- c) **DC/23/4722/FUL** | Ground floor extension to existing front bay window; new front entrance porch to replace the existing; first floor alterations including new dormers etc (rear dormer is believed to be within PD except for the materials being used); alterations to external finishes of roof, walls etc |
Umlanga Place 224 Ferry Road
Applicant: Mr & Mrs Banham [Link to Documents](#)
- d) **DC/23/4539/FUL** | Changes to driveway, path and planters to the front. Replace existing flat roof entrance canopy. Replace existing shed to side of house with new brick front wall. Replace rear first floor window with Juliet balcony. New rooflight to front elevation.
11 Quilter Road
Applicant: Mr & Mrs Kerslake [Link to Documents](#)

- e) **DC/23/3846/FUL** | Proposed first floor rear extension to existing single storey.

21 Ferry Lane

Applicant: Mr C Garry

[Link to Documents](#)

- f) **DC/23/4844/FUL** | Proposed single storey rear extension

3 St Marys Crescent

Applicant: Mr & Mrs Broomfield

[Link to Documents](#)

- g) **DC/23/4754/FUL** | 2 no. joined garages

13 And 15 Montague Road

Applicant: Mr & Mrs Johnson and Mr Grey

[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 8-9)**

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 24th January 2024 at 9.15am.

332. PLANNING APPLICATIONS

Committee considered the following planning applications received since the last meeting and RESOLVED to submit the following recommendations to East Suffolk Council:

A	<p>DC/23/4648/P3MA Prior Notification - Extension and conversion of existing commercial building to accommodate 8No residential apartment dwellings across Ground, First and Second floor. Proposed extension to second floor extends capacity of existing floor area. Demolition of ground floor back-of-house area to allow for provision of ground floor residential communal courtyard amenity space. New commercial unit entrance proposed to ground floor on the intersection of Victoria Street and Hamilton Road.</p> <p>18 Hamilton Road</p>
<p>Committee recommended APPROVAL. We welcome the conversion being done under Prior Notification and, in particular, eight well-needed residential units and a retention of a commercial element. We do also note the structural changes within the Felixstowe Conservation Area. However, these proposed changes we believe will enhance the building and will therefore be compliant with SCLP11.5</p>	
B	<p>DC/23/4478/FUL Proposed single and two-storey extension to rear of existing two-storey detached dwelling</p> <p>44 Garrison Lane</p>
<p>Committee recommended REFUSAL. Whilst we are not against the concept of a rear extension on this property in principle, we have concerns that this large, 5.4m deep, two-storey extension will have severe impact on the loss of daylight amenity and outlook to the neighbour at no. 46. We therefore feel that this application is contrary to SCLP11.2 para. b, c, and e.</p>	
C	<p>DC/23/4430/FUL Single storey rear extension for private use.</p> <p>38 Lynwood Avenue</p>
<p>Committee recommended APPROVAL.</p>	
D	<p>DC/23/4336/FUL Retrospective Application - Changing the current extraction unit which the council deemed not sufficient to a slightly larger unit with carbon filters fitted to combat cooking smells</p> <p>Ferry Boat Inn The Ferry</p>

Committee recommended APPROVAL, subject to confirmation from ESC Environmental Protection that the unit complies with odour and noise controls.

E	DC/23/3524/FUL Demolish cycle / motorcycle garage. Erect two storey side extension for utility room, shower, toilet, coats and cycle /motorcycle garage with bedroom and ensuite over. 2 Queens Road
Committee recommended APPROVAL.	

F	DC/23/4463/FUL Installation of air source heat pump to rear of 12 King Street. Heat pump to be installed is Daikin Model EDLA09D3V3, dimensions 870h x 1380w x 460d. 12 King Street
Committee recommended APPROVAL, subject to ESC Environmental Protection being satisfied that the unit complies with noise emissions.	

G	DC/23/4170/FUL Retrospective Application - Siting of In Post Parcel Locker 221 High Street Walton
<p>Committee note the revised drawings presented. However, we remain of the same view as to the serious highways and pedestrian obstruction on this very busy road where this facility has been located, in an area where loading is not permitted and its use is obstructing the bus stop.</p> <p>We are already aware of the unacceptable impact due to the traffic movements relating to its use, both in terms of deliveries and customer collections. Committee therefore recommend REFUSAL and feel that this application is contrary to NPPF para. 111 and SCLP11.1 para. f.</p>	

H	DC/23/4002/LBC Listed Building Consent - Install insulation to the inside of external walls in the living room, bedroom 1 and bedroom 2 to enable the replacement of storage heaters and upgrading of the thermal performance of the external walls. To also take advantage of an Eco 4 Grant 8 Harvest House Cobbold Road
Committee recommended APPROVAL.	

I	DC/23/4514/TCA 4no. Lime (marked on plan) - Fell 33A & 35A Quilter Road
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Committee OBJECT to this proposed felling of four lime trees. Whilst we recognise that it is not a requirement to provide a reason for such work within a TCA notification, we feel that there are inadequate reasons for felling. We believe that tree management would be an acceptable alternative to felling. Furthermore, we recognise that these four trees provide clear amenity value. We would therefore ask East Suffolk Council’s Arboricultural Officer to review the notification.

J	DC/23/4525/TPO 1no. Holm oak (marked on plan) - Undertake tree works detailed in 'Tree Cutting' document. Saville Court Victoria Road
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Committee NOTED the proposed work to this tree and are concerned that any pruning be minimal in nature to preserve the health and stature of this protected Holm Oak.

333. PLANNING DECISIONS

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

334. DELEGATED AUTHORITY

RESOLVED that authority be delegated 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.

335. CORRESPONDENCE

None.

336. CLOSURE

The meeting was closed at 10.58am It was noted that the next meeting was scheduled to take place on Wednesday 10 January 2024 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

<p>DC/23/2089/FUL The reinstatement of 14 beach huts, previously sited on the promenade, and the erection of associated wooden platforms located on the beach between the shelter and Spa Pavilion. 14 Beach Huts Undercliff Road West</p>
<p>DC/23/1135/FUL Erection of office accommodation building (to replace existing office building approved for a temporary period by 22/2930) Land Off Walton Avenue</p>
<p>DC/23/3858/FUL Conversion of linked garage to a family annex with dormer window to create mezzanine storage level and a side and front extension. 29 Buregate Road</p>
<p>DC/23/4205/VOC Variation of Condition No. 2 of DC/17/2047/COU - Changing a shop usage from A1 to A3 with take out hot drinks and to put tables and chairs to the front of the shop - Alteration to opening hours - The use hereby permitted shall only take place between the hours of 0800am and 0000am on Sundays to Thursdays, and 0800am and 0100am on Fridays and Saturdays 187 Hamilton Road</p>
<p>DC/23/4096/FUL Install conservatory to the rear of the property 83 Stables Road</p>
<p>DC/23/3965/FUL Side extension and alterations to garage. 1 Grasmere Avenue</p>
<p>DC/23/4262/FUL Two storey front extension with ground floor rear extension 9 Westmorland Road</p>
<p>DC/23/4198/FUL Rear extension and new garage 13 Goyfield Avenue</p>
<p>DC/23/3974/FUL First Floor Rear Extension 16 Arwela Road</p>
<p>DC/23/4051/FUL Alterations, extensions and erection of new detached garage. Alterations to vehicular access. New front boundary wall. Rowan Lodge 246 Ferry Road</p>
<p>DC/23/4054/P3MA Prior Notification - Conversion of redundant offices to residential (1 flat) 61A Cobbold Road</p>
<p>DC/23/3641/FUL Single storey front extensions (including balcony overlooking sea), reconstruction of single storey pool house (linking to dwelling) and installation of external insulation with render/metal cladding to all elevations High Ridge 16 South Hill</p>
<p>DC/23/3988/FUL External stainless steel flue 12 Stanley Road</p>
<p>DC/23/3835/FUL The works include rendering the lower section of the side elevation following fire damage. 39 Margaret Street</p>
<p>DC/23/4411/TCA 5no. Leylandii (marked on plan) - Fell The Cottage Martello Lane</p>

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

Approved (and recommended for Refusal by this Committee):

DC/23/4514/TCA | 4no. Lime (marked on plan) - Repollard to previous pruning points
33A & 35A Quilter Road

Refused (and recommended for Approval by this Committee):

DC/21/3860/FUL | Construction of two residential dwellings
Land At Brackenbury House Marcus Road

Withdrawn

DC/23/2466/OUT | Outline Application (All Matters Reserved) - Construction of two three storey plus basement dwellings
9 Manor Road