

Telephone: 01394 282086  
Fax: 01394 285920  
email: [enquiries@felixstowe.gov.uk](mailto:enquiries@felixstowe.gov.uk)

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 B Price  
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 January 2024** at **9.30am**.

### 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**  
**17 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 10 January 2024 as a true record. **(Pages 5-7)**

### 5. **Planning Applications**

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

- a) **DC/23/4805/FUL** | Proposed ongoing seasonal erection of the Observation Wheel attraction From February to October.

**The Promenade Sea Road**

Applicant: Mr P Hedges

[Link to Documents](#)

- b) **DC/23/4536/FUL** | Retrospective Application - Erection of two sheds

**Kiosks 4 And 5 Forum Centre Sea Road**

Applicant: Manning, Phoenix Leisure Ltd

[Link to Documents](#)

- c) **DC/23/4858/ADI** | Illuminated Advertisement Consent - Replace 1no.

Projecting signage with new 500mm. Retain existing brackets. - Existing Projecting sign brackets to be painted blue to match new fascia. - Replace 1no. Fascia and 1no. Logo with 1no. New blue fascia & 1no. New 185mm logo height. Omit 1no. Icon logo. - Replace 1no. ATM tablet and decals with new. - Replace statutory signage with new. - Replace safety manifestation with new. - Window message not deployed.

**72 Hamilton Road**

Applicant: Mr I Woodford, ESC

[Link to Documents](#)

- d) **DC/23/4806/FUL** | Installation of canopy over the main entrance door to the property.  
**Howard House Orwell Road**  
Applicant: Ms K Hamilton, PHP SPV Ltd [Link to Documents](#)
- e) **DC/23/0553/FUL** | Proposal to carefully demolish existing timber clad bungalow and erect a new 3 bedroom property with 2No. parking spaces  
**38 Berners Road**  
Applicant: Mr A Waterhouse-Taylor, A&A Property Ltd [Link to Documents](#)
- f) **DC/23/4912/FUL** | Raising the roof on the existing rear extension to match that of the rest of the building. External works to replace plastic UPVC cladding and improve buildings thermal performance.  
**1A Bent Hill**  
Applicant: Mr I Cochran [Link to Documents](#)
- g) **DC/23/4504/FUL** | Existing casement and sash windows to be replaced with like for like casement and sash windows. Glazing and material to match existing. Timber front and rear entrance doors to be replaced with like for like doors  
**The Old Vicarage 90 Grange Road**  
Applicant: Mr J Fellows [Link to Documents](#)
- h) **DC/23/4505/LBC** | Listed Building Consent - Existing casement and sash windows to be replaced with like for like casement and sash windows. Glazing and material to match existing. Timber front and rear entrance doors to be replaced with like for like doors.  
**The Old Vicarage 90 Grange Road**  
Applicant: Mr J Fellows [Link to Documents](#)
- i) **DC/23/4839/FUL** | Erection of porch and rear extension  
**53 Westmorland Road**  
Applicant: Mrs Burrows [Link to Documents](#)
- j) **DC/24/0003/FUL** | Retrospective householder planning application for a 1st floor balustrade and fire escape  
**7 Western Avenue**  
Applicant: Mr A Cann, Planning Direct [Link to Documents](#)
- k) **DC/24/0058/TPO** | 1no. Holm oak (T1 on plan) - Removed (fallen tree) 1no. Holm oak (T2 on plan) - Reduce in height to 6 metres above ground 1no. Holm oak (T3 on plan) - Fell 1no. Holm oak (T4 on plan) - Reduce crown by 3 metres to 8 metres finished height and 3.5 metres in crown radius 1no. Holm oak (T5 on plan) - Coppice 1no. Holm oak (T6 on plan) - Reduce crown by 3

metres to 9 metres finished height and 4 metres in crown radius 1no. Lime (T7 on plan) - Remove epicormic growth 2no. Horse Chestnut (T8 on plan) - Fell (dead) 1no. London Plane (T10 on plan) - Overall crown reduction by 2 metres to 15 metres finished height and 5.5 metres in crown radius 1no. Holm oak (T12 on plan) - Pollard to 6 metres above ground 1no. Holm oak (T22 on plan) - Coppice Replacement planting of 2no. Holm Oak (1.5-2 metres) and 2no. Chanticleer Pear (1.5-2 metres)

**Maynell House Residential Home High Road East**

Applicant: M. L Greeves, Healthcare Homes

[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)**

**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> February 2024 at 9.30am.

## **AGENDA ITEM 4: CONFIRMATION OF MINUTES**

**MINUTES** of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe, on Wednesday 10 January 2023 at 9.15am**

**PRESENT:** Cllr S Bird (Chairman)  
Cllr M Morris (Vice-Chairman) Cllr A Folley  
Cllr S Bennett Cllr C Franklin  
Cllr J Candy Cllr S Wiles

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

**IN ATTENDANCE:** 1 member of the public (*in person*)  
3 members of the public (*via Zoom*)

### **347. PUBLIC QUESTION TIME**

None.

### **348. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr N Barber**.

### **349. DECLARATIONS OF INTEREST**

The following Other Registerable Interests, to which no matters on the agenda were directly related, were noted:

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bennett Cllr J Candy Cllr A Folley	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)

Members were advised that, should any matters arise in the meeting that directly relate to any of their interests, they should make appropriate declarations at that time.

### **350. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 13 December 2023 be confirmed as a true record.**

### 351. PLANNING APPLICATIONS

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

<b>A</b>	<b>DC/23/3477/RG3</b>   Resurfacing and extension of existing car park <b>Land Adjacent The Ferry Boat Inn The Ferry</b>
<b>Committee recommended APPROVAL but we would ask that the plans be amended to provide two, rather than one, disabled parking bay.</b>	
<b>B</b>	<b>DC/23/4572/P3MA</b>   Prior Notification - Conversion of redundant and empty office to residential <b>3 Manning Road</b>
<b>Committee had NO OBJECTION to the application.</b>	
<b>C</b>	<b>DC/23/4722/FUL</b>   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 <b>Umlanga Place 224 Ferry Road</b>
<b>Committee recommended APPROVAL.</b>	
<b>D</b>	<b>DC/23/4539/FUL</b>   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. <b>11 Quilter Road</b>
<b>Committee recommended APPROVAL.</b>	
<b>E</b>	<b>DC/23/3846/FUL</b>   Proposed first floor rear extension to existing single storey. <b>21 Ferry Lane</b>
<b>Committee recommended APPROVAL.</b>	
<b>F</b>	<b>DC/23/4844/FUL</b>   Proposed single storey rear extension <b>3 St Marys Crescent</b>

**Committee recommended APPROVAL.**

<b>G</b>	<b>DC/23/4754/FUL   2 no. joined garages 13 And 15 Montague Road</b>
<b>Committee recommended APPROVAL.</b>	

**352. PLANNING DECISIONS**

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

**353. CORRESPONDENCE**

The following items were reported:

- i) **Names for Deben Fields site buildings.** Committee had been asked to provide possible names for the buildings on the Deben Fields site. The names chosen were The building names have been confirmed as Moore House, Rutherford House, Elliot House and Britten House, which were the names Committee recommended. The community centre has been addressed as Charlie Brinkley Community Centre.
- ii) **DC/23/4785/CON – Harbour Revision Order.** The Clerk was requested to send papers relating to this consultation to Committee for a decision as to whether they wished to make a formal comment. The deadline for comment is 26 January 2024.
- iii) **DC/23/4703/CON –Weather Station Mast at Landguard Point, View Point Road.** Notice was given that the weather mast was to be replaced. The replacement mast would be the same height as the current mast at 10m.

**354. CLOSURE**

The meeting was closed at 10.36am It was noted that the next meeting was scheduled to take place on Wednesday 24 January 2024 at 9.15am.

---

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

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

<b>DC/23/3084/FUL</b>   Erection of new open car port, rear glass sun room and renovation of external facade. Hard and soft landscaping including additional parking and turning head to front garden. <b>Stonestrow 16 Thornley Road</b>
<b>DC/23/4351/FUL</b>   Construction of single storey rear extension and cladding to the front elevation and demolition of existing side/utility extension <b>20A Lynwood Avenue</b>
<b>DC/23/4165/FUL</b>   Single storey rear extension <b>20 St Georges Road</b>
<b>DC/23/4430/FUL</b>   Single storey rear extension for private use. <b>38 Lynwood Avenue</b>
<b>DC/23/4525/TPO</b>   1no. Holm oak (marked on plan) - Undertake tree works detailed in 'Tree Cutting' document <b>Saville Court Victoria Road</b>

**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**

<b>DC/23/4427/FUL</b>   To change current wooden windows to upvc and to replace door. <b>Flat 1 South Beach Mansion Bent Hill</b>
--