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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 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 7 June 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>

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
1 June 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 24 May 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/23/1914/DRC** | Discharge of Condition No. 35 of DC/21/1322/ARM - Approval of reserved matters (layout, scale, appearance and landscaping) on DC/16/2778/OUT: Hybrid application seeking outline planning permission for demolition of existing buildings and phased construction of up to 385 dwellings, associated infrastructure, new public open space and a new link road and linear park between Walton High Street and Candlet Road with all matters reserved except access and full planning permission and listed building consent for demolition of existing buildings and conversion of curtilage listed stables to B1 business use, associated infrastructure and enhancements to the curtilage of 362 High Street. The development is not EIA development - the Hybrid Planning Permission was the subject of an EIA Screening Opinion (EIA) - Sustainability

Land North Of Walton High Street

Applicant: Bloor Homes Eastern

[Link to Documents](#)

- b) **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

Applicant: Melstar Ltd

[Link to Documents](#)

- c) **DC/23/1909/FUL** | Side single storey extension
24 Kendal Green
Applicant: Mr G Williamson [Link to Documents](#)

- d) **DC/23/1753/FUL** | Construction of a wooden garden room
2 Laurel Walk Holmhill Drive
Applicant: Mr D Allison [Link to Documents](#)

- e) **DC/23/1945/FUL** | Replace the existing white painted timber windows, doors, fascia's and soffits with white UPVC
The Firs Residential Home 186 Grange Road
Applicant: Mr C Bartholomew [Link to Documents](#)

- f) **DC/23/1615/FUL** | Creation of vehicular access
80 Mill Lane
Applicant: Mr K Turner [Link to Documents](#)

- g) **DC/23/1968/TCA** | 1no. Honey Locust (red circle on plan) - Overall crown reduction by up to 2 metres
Beauty Therapy 30 Maybush Lane
Applicant: Mr S Markham, Ginkgo Tree Surgery Ltd [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 21st 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 24 May 2023 at 9.15am

PRESENT: Cllr S Bird (Chairman) Cllr A Folley (*from item 23a*)
 Cllr M Morris (Vice Chairman) Cllr C Franklin
 Cllr N Barber Cllr D Underwood (*to item 23c*)
 Cllr S Bennett (*to item 23i*) Cllr S Wiles (*to item 23h*)
 Cllr J Candy

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

IN ATTENDANCE: 2 Members of the public (*in person*)
 3 Members of the public (*via Zoom*)

19. PUBLIC QUESTION TIME

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

20. APOLOGIES FOR ABSENCE

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

Cllr D Underwood gave apologies in advance of needing to leave the meeting at 9.45am to attend to other business.

Cllr S Wiles gave apologies in advance of needing to leave the meeting at 10.40am to attend to other business.

Cllr S Bennett gave apologies in advance of needing to leave the meeting at 10.45am to attend to other business.

21. DECLARATIONS OF INTEREST

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

Member(s)	Minute No.	Nature of Interest
Cllr S Bennett Cllr J Candy Cllr A Folley	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bennett Cllr S Bird Cllr S Wiles	All	Other registerable interests (as a Members 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.

22. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 3 May 2023 be confirmed as a true record.

23. PLANNING APPLICATIONS

At direction of the Chairman, item C below was moved up the agenda to be considered first.

Committee noted concerns from a member of the public in respect of item C below on potential loss of amenity and the impact on access from the proposals.

At this point, 9.45am, Cllr Underwood left the meeting.

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

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
Committee recommended APPROVAL, subject to ESC Planning Officers being content with regard to the effect of the proposed side utility room and the consequential impact on the adjoining neighbour.	

Cllr Folley joined the meeting at this point.

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
Committee recommended APPROVAL.	
B	DC/23/1725/FUL Front extension and deck extension. Alexandra Cottage Undercliff Road
Committee recommended APPROVAL.	

D	DC/23/1901/FUL Extension to replace balcony 14 Western Avenue
Committee recommended APPROVAL.	

E	DC/23/1683/FUL 2no. external window awnings 22 - 24 Hamilton Road
Committee recommended APPROVAL.	

F	DC/23/1773/FUL Alterations to Garage Outbuilding (reconstruction of roof to form storage / workshop area). Brandeston Golf Road
Committee recommended APPROVAL. However, we would ask that the new side window at the top of the internal stairs be of obscured glass to prevent potential overlooking to the neighbouring property's rear garden.	

G	DC/23/1524/FUL Retrospective Application - Outbuilding for social use 52 Seaton Road
Committee recommended APPROVAL.	

At this point, 10.40am, Cllr Wiles left the meeting.

H	DC/22/4774/FUL Two storey maisonette over existing retail unit. 27 Beach Station Road
Committee recommended APPROVAL.	

At this point, 10.45am, Cllr Bennett left the meeting.

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
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

24. PLANNING DECISIONS

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

25. CORRESPONDENCE

Committee NOTED the following correspondence:

- i. Persimmon Homes 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 invite Persimmon to provide an informal briefing to Members following the next Committee meeting.

- ii. The Clerk advised that an application DC/23/1612/P3MA, giving prior notification of an application to be considered as Permitted Development under the Use Classes Order 2015 Schedule 2, Part 3, for a change of use from commercial to residential109a Hamilton Road, had been responded to under delegated authority, in consultation with the Committee Chairman, (Recommend Approval) as this would have been out of time for Committee to consider.

The action taken under Delegated Authority was noted.

26. CLOSURE

The meeting was closed at 11.09am. It was noted that the next meeting was scheduled to take place on Wednesday 7 June 2023 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/23/0232/FUL Formation of new lorry parking and annexe portable office Former Gasworks Site Walton Avenue
DC/23/0804/FUL Two storey side extension and single storey rear extension. 6 Lansdowne Road
DC/22/2063/LBC Listed Building Consent - Replace non original windows as the wooden frames are rotten Lime Tree Cottage 323 High Street Walton
DC/23/0594/FUL Replacement of windows Flat 4 Seagull House 5A Hamilton Gardens
DC/23/0975/FUL Replacement windows to the rear and side elevations 4 Felix Court Sea Road

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