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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 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 20 March 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**  
**13 March 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 6 March 2024 as a true record. **(Pages 4-8)**

### 5. **Planning Applications**

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

- a) **DC/24/0697/FUL** | Demolition of existing timber framed lean-to conservatory and replacement with new flat roof orangery with lantern light. Footprint remains the same. Also replacement of all timber framed double glazed windows (Casement and Sash) with UPVC like for like windows front and rear and installation of new window to en-suite on side elevation.

**10 Red Hall Court**

Applicant: Mr C Harper

[Link to Documents](#)

- b) **DC/24/0698/FUL** | Single storey rear and side extension

**3 Looe Road**

Applicant: Mr D Wroe

[Link to Documents](#)

- c) **DC/24/0690/FUL** | Single storey rear and side extension

**29 Lynwood Avenue**

Applicant: Mr & Mrs Hills

[Link to Documents](#)

- d) **DC/24/0676/FUL** | Remove windows to rear elevation, enlarge opening to install new doors to garden.

**4 College Green**

Applicant: Mr & Mrs Flower

[Link to Documents](#)

e) **DC/24/0744/FUL** | Garage extension.

**10 St Georges Road**

Applicant: Mr & Mrs Watts

[Link to Documents](#)

f) **DC/23/4776/FUL** | Change of use from car wash to car sales and to keep in place existing canopy and to use a 12ft x 10ft shed as office.

**Land At Platters Road**

Applicant: Unstated

[Link to Documents](#)

g) **DC/24/0847/TCA** | Proposal: 1no. Sycamore (located At Back Of Car-Park) - Reduce by 4.3 metres in height and 2.4 metres in radial spread.

**Felixstowe Community Hospital Constable Road**

Applicant: Mr Thomas Lyon

[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 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 3<sup>rd</sup> April 2024 at 9.30am.

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

**MINUTES** of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at  
**TOWN HALL, Felixstowe, on Wednesday 6 March 2024 at 9.30am**

**PRESENT:** Cllr S Bird (Chairman)                      Cllr S Bennett  
                 Cllr M Morris        (Vice-Chairman) Cllr C Franklin  
                 Cllr A Folley    Cllr B Price  
                 Cllr N Barber    Cllr S Wiles

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

**IN ATTENDANCE:** 3 members of the public (*via Zoom*)

### **436. PUBLIC QUESTION TIME**

None.

### **437. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr J Candy**.

### **438. 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 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 Members of Suffolk County Council)

**Cllr A Folley declared a Non-Registerable Interest in item 440(C) as the applicant was a close friend. Having declared this Non-Registerable Interest, Cllr Folley advised that they would leave the meeting prior to any debate and decision on the item.**

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.

**439. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 21 February 2024 be confirmed as a true record.

**440. 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>	<p>DC/24/0400/VOC   Variation of Condition No. 2 of DC/22/0361/VOC (Variation of Condition No.2 of DC/19/5049/FUL - Redevelopment of site to provide new clubhouse and new public facilities to include cafe, putting green, toilets and viewing platform, improved access, parking, 5 detached dwellings and associated landscaping, relocation of existing watch tower - existing clubhouse and pro-shop buildings to be demolished - Since planning consent was granted a full design team has been instructed and during the progression of the detailed design (including structural design), some design changes have been implemented to improve the buildability of the proposed dwellings and the clubhouse, include the aligning of structural elements. The clubhouse has now been amended to single storey, with a minimal increase in footprint and a reduction in floor level, whilst the essence of the design has been retained. Other minor fenestration/glazing revisions have also been proposed. - existing clubhouse and pro-shop buildings to be demolished - Since planning consent was granted a full design team has been instructed and during the progression of the detailed design (including structural design), some design changes have been implemented to improve the buildability of the proposed dwellings and the clubhouse, include the aligning of structural elements. The clubhouse has now been amended to single storey, with a minimal increase in footprint and a reduction in floor level, whilst the essence of the design has been retained. Other minor fenestration/glazing revisions have also been proposed.</p> <p><b>Felixstowe Ferry Golf Club Ferry</b></p>
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**Committee recommended REFUSAL. We do not object to any of the proposed minor changes to the clubhouse and the five dwellings. However, we remain concerned in relation to the proposed relocation of the electricity substation.**

**We see no reason why this cannot be located in a more recessive position within the application site, as the current substation is. The proposed location will be in the most prominent position and therefore visually intrusive. Additionally, the utilitarian design, with no screening fence or landscaping, will be out of keeping with the street scene. We therefore feel that this proposal will be contrary to SCLP 11.1 (b) and (d). We have further concerns that the proposed location, immediately adjacent to the car park access, will compromise visibility and therefore safety for road users.**

**Should the substation remain in its current location, we would have no objections to this application.**

<b>B</b>	<b>DC/24/0566/FUL   Removal of ATM 104 Hamilton Road</b>
<b>Committee recommended APPROVAL.</b>	

**At this point, 10.18am, Cllr Folley left the meeting.**

<b>C</b>	<b>DC/24/0506/OUT   Outline Application (Some Matters Reserved) - Proposed dwelling with the retention of garage building (matters of Access, Appearance, Layout and Scale included for consideration). Waterhead House Peewit Hill</b>
<b>Committee recommended APPROVAL.</b>	

**Cllr Folley returned, 10.25am.**

<b>D</b>	<b>DC/24/0527/VOC   Variation of Condition(s) 2 of Planning Permission DC/23/0642/FUL - 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. 32 Roman Way</b>
<b>Committee recommended APPROVAL.</b>	

<b>E</b>	<b>DC/24/0508/FUL   Rear single-storey extension. Coel Na Mara 69 Cliff Road</b>
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**Committee recommended APPROVAL.**

<b>F</b>	<b>DC/24/0499/FUL</b>   Proposed single storey extension to rear of two storey detached dwelling <b>44 Garrison Lane</b>
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**Committee recommended APPROVAL.**

<b>G</b>	<b>DC/23/4912/FUL</b>   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. <b>1A Bent Hill</b>
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**Committee recommended APPROVAL.**

<b>H</b>	<b>DC/24/0509/FUL</b>   Single Storey rear extension <b>4 Links Avenue</b>
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**Committee recommended APPROVAL.**

<b>I</b>	<b>DC/24/0439/FUL</b>   To erect extension to kitchen for dining room <b>30 Kendal Green</b>
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**Committee recommended APPROVAL.**

<b>J</b>	<b>DC/24/0557/FUL</b>   Removal of potentially unsafe wooden and tiled structure fitted onto peak of garage roof and make good roof to form a tiled peak at a lower height than existing structure utilising tiles to match existing (subject to availability). Pre-application planning advice DC/23/4584/PREAPP refers. <b>Maytree House 60 Maybush Lane</b>
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**Committee recommended REFUSAL. We believe that the particular design of the current roof significantly adds to the character of the Conservation Area. Further, we understand that this garage roof was specifically designed to match the Italianate design of the host property. We therefore feel that the removal of this architectural feature will detract from the appearance of the street scene and the character of the Conservation Area. We therefore feel that this application is contrary to Section 72 of the Conservation and Listed Building Act 1990 and SCLP 11.5 para. a), b) and e).**

<b>K</b>	<b>DC/23/4839/FUL  </b> Erection of porch and rear extension <b>53 Westmorland Road</b>
<b>Committee recommended APPROVAL.</b>	

**441. ESC CONSULTATION – REVIEW OF STREET TRADING POLICY**

The Town Clerk reported on comments received from BID and the Chamber of Trade. The Committee agreed that no streets should be prohibited from the potential of street trading. **RESOLVED** the Clerk would respond with no streets to be included in this category at this time.??

**442. PLANNING DECISIONS**

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

**443. CORRESPONDENCE**

**Committee NOTED** the following correspondence:

- i. Confirmation from East Suffolk Council that the Article 4(1) Direction removing the permitted development right of demolition from Landguard Lodge, Manor Terrace, Felixstowe, was made permanent and that the building cannot be demolished unless a planning application is made and permission granted.
- ii. Deben Fields Development Drop-in at the Town Hall on 18 March, showing a ‘Section 73 application’ which includes changes design amendment to improve energy efficiency, while maintaining an economic build. A formal planning application will be looked at by the Committee when published.
- iii. ESC had requested a further two names for Two Walks with Phase 2 of Trelawny Place. The names to be put forward for Trelawny Place were Lime Walk and Blossom Walk.

**444. CLOSURE**

The meeting was closed at 12.01pm It was noted that the next meeting was scheduled to take place on Wednesday 20 March 2024 at 9.30am.

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## **AGENDA ITEM 7: PLANNING DECISIONS**

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

<b>DC/24/0159/VOC</b>   Variation of Condition No.2 of DC/23/3679/FUL - Extension and alteration of the surgery and its existing extension <b>Haven Health Surgery Grange Farm Avenue</b>
<b>DC/23/4536/FUL</b>   Retrospective Application - Erection of two sheds <b>Kiosks 4 And 5 Forum Centre Sea Road</b>
<b>DC/24/0201/VOC</b>   Variation of Condition 2 of DC/21/5715/FUL - Garage, revised entrance wall, access and drive - Revised roof Design to better suit other buildings on site - 2805.21.07A Submitted. <b>Marsh End 283 Ferry Road</b>
<b>DC/23/4826/FUL</b>   Proposed Outdoor Swimming Pool & Associated Plant Cabinet. <b>Chesterley House Golf Road</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>DC/24/0111/TCA</b>   1no. Horse Chestnut (T1 on plan) - Overall crown reduction by 3 metres 1no. Beech (T2 on plan) - Overall crown reduction by 3 metres 1no. Field Maple (T3 on plan) - Repollard to previous pollard points - Remove overhang (by 2 metres) 1no. T5 Sycamore - Repollard to previous pollard points 1no. Lime (T6 on plan) - Repollard to previous pollard points 1no. Yew (T7 on plan) - Lateral reduction over footpath by 1.5 metres 1no. Group of Sycamore (G1 on plan) - Repollard to previous pollard points 1no. Group of Lime (G2 on plan) - Repollard to previous pollard points <b>The Old Rectory 52 Princes 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