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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 2 August 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
26 July 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 July 2023 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/23/2684/FUL** | Two storey pitched roof extension to dwelling

62 Western Avenue

Applicant: Mr S Huxley

[Link to Documents](#)

- b) **DC/23/1986/FUL** | Demolition of existing garages and erection of 6 flats with associated external works and access

Glenfield Court Glenfield Avenue

Applicant: RAAH Ltd

[Link to Documents](#)

- c) **DC/23/1936/FUL** | Change of use to beauty salon and hairdressers

Portlight The Ferry

Applicant: Ms J Pearson

[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. Street Naming for Deben Fields

To consider a request from East Suffolk Council Planning Department for suggestions of street names for the Deben Fields development.

8. Correspondence

To note any items of correspondence.

9. Closure

To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 16th August 2023 at 9.15am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe, on Wednesday 19 July 2023 at 9.15am**

PRESENT: Cllr S Bird (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: 3 members of the public (*in person*)
 2 members of the public (*via Zoom*)

115. PUBLIC QUESTION TIME

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

116. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr N Barber, Cllr M Morris** and **Cllr D Underwood**.

117. 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 J Candy Cllr A Folley Cllr S Bennett	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bird Cllr S Bennett Cllr S Wiles	All	Other registerable interests (as a Member of Suffolk County Council)

Cllr A Folley declared a Non-Registerable Interest in item 119(B) due to being closely known to those related to the application. 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.

118. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 5 July 2023 be confirmed as a true record.

119. PLANNING APPLICATIONS

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

Committee noted concerns from members of the public in respect of item B below on access, loss of amenity, overdevelopment of the site and out of character with the surroundings.

At this point, 9.20am, Cllr Folley 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.

B	DC/23/2466/OUT Outline Application (All Matters Reserved) - Construction of two three storey plus basement dwellings 9 Manor Road
<p>Committee recommended REFUSAL. Committee believes that the proposals are contrary to SCLP5.7 (b) (c) and (d). Whilst we recognise that this is an outline application and the drawings submitted are purely indicative the severed plot as indicated would provide sufficient amenity space for the proposed properties, but would leave totally insufficient amenity space for the host property at number 9.</p> <p>Three storey properties in this location would be wholly unacceptable in terms of overlooking and privacy to properties 7, 9, and 11 Manor Road. Furthermore, whilst we accept that land ownership and access are not material planning considerations, the proposed access to the intended properties would be unacceptable in terms of crossing private land which was designed to provide parking spaces for properties in Old Fort Road.</p>	

Cllr Folley returned to the meeting.

A	DC/23/2406/VOC Variation of Conditions 2 & 14 of DC/23/0232/FUL - Formation of new lorry parking and annexe portable office - Vary Condition 2 for changing drawings. Vary Condition 14 changes to the number of HGVs parked on that site from 20 to 50. Former Gasworks Site Walton Avenue
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Committee recommended REFUSAL for this Variation of Condition application. We fully concur with the comments from Suffolk County Council Highways that the additional proposed HGV parking will prevent the safe forward-facing entrance and exit of HGVs from this site. We accept that their comment is based on industry recognised swept-path analysis. Furthermore, we consider the addition of 30 HGV spaces will put undue pressure on the surrounding area and Walton Avenue in particular. We therefore feel that this application is contrary to NPPF para. 111 in relation to highway safety.

C	DC/23/2527/FUL Single storey side return extension and addition of a rear dormer 37 Ranelagh Road
Committee recommended APPROVAL.	

D	DC/23/2045/FUL Renovation of existing detached 1970s building with replacement of UPVC windows and conversion of garage to studio/bedroom 34 Maybush Lane
Committee recommended APPROVAL.	

E	DC/23/2504/FUL Loft conversion with proposed rear juliet balcony and flat roof dormers - dormers within 50m3 permitted development 37 Beatrice Avenue
Committee recommended APPROVAL.	

F	DC/23/2587/FUL Garage conversion to living space/study. Garage door to be removed and bricked up in a similar style to the rest of the property. Window to be added, the same size as the living room window on the opposite side of the front door. Access will be via an inside door from the utility room. 29 Tomline Road
Committee recommended APPROVAL.	

G	DC/23/2533/FUL Two bay cartlodge and modified driveway and garden wall. Old Thurlow Golf Road
Committee recommended APPROVAL.	

H	DC/23/2570/FUL Single storey porch to front of existing two storey semi-detached dwelling. 60 Orwell Road
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Committee recommended REFUSAL. Whilst we recognise that, to an extent, this proposed extension has been sympathetically designed in the Conservation Area, we feel that it is of excessive size. We feel that this application is therefore contrary to SCLP11.1(c) iii in relation to height and massing and contrary to the requirement for development in the Conservation Area to preserve or enhance the appearance. Additionally, we believe that this proposal will cause overshadowing to the neighbour's front window. We would ask that the 45 degree test under SPG16 is conducted. We feel that this proposal is contrary to SCLP11.2 para. (b) in terms of outlook and (c) in terms of access to daylight and sunlight.

I	<p>DC/23/2685/TCA 1no. Cherry (T1 on plan) - Fell (dead) 3no. Conifers (T2, T3 and T4 on plan) - Fell 1no. Conifer (T5 on plan) - Reduce height and spread by up to 1.5 metres 1no. Unknown species (T6 on plan) - Fell (dead) 1no. Sycamore (T7 on plan) - Repollard back to historic pruning points 1no. Lime (T8 on plan) - Repollard back to historic pruning points 1no. Beech (T9 on plan) - Prune overextended branches by up to 1.2 metres 1no. Sycamore (T10 on plan) - Repollard back to historic pruning points</p> <p>15 Bath Road</p>
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Committee OBJECTED to this notification. Specifically, we object to the removal of three conifers with no reason given for felling which have public amenity value. We would also request that pruning be conducted rather than pollarding on the other tress described in the notice. We have no objection to the felling of the dead trees. We also request that the work proposed is subject to the guidance of the East Suffolk Council's Arboricultural Officer.

It being 11.15am, in accordance with Standing Order 3(x), Committee agreed to extend the meeting beyond the two-hour limit.

120. PLANNING DECISIONS

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

121. CORRESPONDENCE

Committee NOTED the following correspondence:

- i) Application for a Pavement Licence from All Things Nice Cafe, 79 Hamilton Road seeking approval for 15 chairs and 6 tables. Committee supported and welcomed this licensing application.**

- ii) Application for a Pavement Licence from Wimpy Restaurant, 77 Hamilton Road seeking approval for 8 chairs and 4 tables.
Committee supported and welcomed this licensing application.

122. CLOSURE

The meeting was closed at 11.25am. It was noted that the next meeting was scheduled to take place on Wednesday 2 August 2023 at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/23/1773/FUL Alterations to Garage Outbuilding (reconstruction of roof to form storage / workshop area). Brandeston Golf Road
DC/23/1753/FUL Construction of a wooden garden room 2 Laurel Walk Holmhill Drive
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
DC/23/2353/TCA 1no. Apple (T5 on plan) - Reduce limbs overhanging pergola by up to 1 metre 2no. Apple (T7 and T8 on plan) - Reduce lateral, overextended branches by 1 metre 2no. Rowan (T9 and T11 on plan) - Reduce crown by 1 metre on all aspects Homeorr House Felix Road
DC/23/2291/TCA 1no. Bay tree (marked on plan) - Reduce to a single standing stem 109 Undercliff 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