

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at  
TOWN HALL, Felixstowe, on Wednesday 27 November 2024 at 9.30am**

**PRESENT:** Cllr S Bird (Chairman) Cllr J Candy  
Cllr M Morris (Vice Chairman) Cllr B Price  
Cllr S Bennett Cllr A Folley

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

**IN ATTENDANCE:** 2 members of the public (via Zoom)  
Ms C Lee, ESC Communities Officer (via Zoom)

**294. PUBLIC QUESTION TIME**

None.

**295. APOLOGIES FOR ABSENCE**

Apologies were received for absence from **Cllr N Barber, Cllr C Franklin and Cllr S Wiles.**

**296. 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 a Member of East Suffolk Council)
Cllr S Bennett Cllr S Bird	All	Other registerable interests (as a Member of Suffolk County Council)

**297. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 13 November 2024 be confirmed as a true record.

**298. 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><b>DC/24/3773/FUL</b>   Alterations to provide new consulting suite within former pharmacy, including facade works to existing windows and doors. New localised external guarding outside former pharmacy to prevent public access past new consulting suite. New roof lights to first floor roof at rear of building to provide office / admin accommodation within existing redundant records store. New external air handling equipment.</p> <p><b>Howard House Orwell Road</b></p>
<p><b>Committee recommended APPROVAL.</b></p>	

**At the direction of the Chairman, Ms C Lee, ESC Communities Officer, was invited to join the meeting in respect of the application below as a representative of the applicant.**

<b>B</b>	<p><b>DC/24/3429/VOC</b>   Variation of Condition 2 of C/06/0303 (Construction of a skateboard area with pedestrian access and including bunds, landscaped areas and floodlighting) - Extension of floodlighting operational hours to 10pm Fri/Sat/Sun &amp; 9pm Mon/Tues/Wed/Thurs to match Woodbridge skate park and reduce anti-social behaviour.</p> <p><b>Skatepark Orwell Green Grange Farm Avenue</b></p>
<p><b>Committee recommended APPROVAL.</b></p>	

<b>C</b>	<p><b>DC/24/3774/VOC</b>   Variation of Condition No. 2 of DC/24/0215/FUL (Change of use from C1 Hotel to Sui generis (House of Multiple Occupation)) - Approved Drawings and Documents - Ground floor windows.</p> <p><b>The Norfolk Guest House 1 - 3 Holland Road</b></p>
<p><b>Committee recommended APPROVAL. We believe that the proposed changes will enhance this building in the Conservation Area.</b></p>	

<b>D</b>	<p><b>DC/24/3340/AND</b>   1 no. freestanding A-Board. <b>1 Bent Hill</b></p>
<p><b>Committee recommended REFUSAL. Whilst we are not against an A-board for this premise in principle, we believe that its current position unacceptably restricts use of the pavement. We believe that the gap between the sign and the chairs – particularly when they are in use – will unacceptably restrict the use of the pavement, most notably for pedestrians with disabilities.</b></p>	

<b>E</b>	<p><b>DC/24/4027/FUL</b>   Construction of front entrance porch <b>62 Westmorland Road</b></p>
<p><b>Committee recommended APPROVAL.</b></p>	

<b>F</b>	<b>DC/24/3870/FUL   Replacement Balcony Screen and detail 14 Western Avenue</b>
<b>Committee recommended APPROVAL.</b>	

**299. PLANNING DECISIONS**

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

**300. CORRESPONDENCE**

- i. East Suffolk Council had received an application from the Friends of The Half Moon (FOTHM) to list the pub as an Asset of Community Value (ACV).  
**Committee supported the application to list the Half Moon as an Asset of Community Value and the Clerk would advise East Suffolk Council accordingly.**
  
- ii. Formal response from Cllr Beavan on behalf of ESC, to the Town Council's submission to the NFGN Masterplan consultation.  
**Committee noted the response, which the Clerk had also circulated to all Town Councillors.**

**301. CLOSURE**

The meeting was closed at 10.47am. It was noted that the next meeting was scheduled to take place on Wednesday 11<sup>th</sup> December 2024 at 9.30am.

Date: \_\_\_\_\_

Chairman: \_\_\_\_\_