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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 13 November 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**  
**6 November 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 30th October 2024 as a true record. **(Pages 4-6)**

### 5. **Planning Applications**

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

- a) **DC/24/3713/OUT** | Outline Application (Some Matters Reserved) - Development of three flats with amenity areas, parking and amended access|  
**Land Rear Of 137 To 141 Hamilton Road**  
Applicant: Gobin Enterprises Ltd [Link to Documents](#)
  
- b) **DC/24/3574/FUL** | Regularization of existing site, and addition of storage container and self-contained lavatory unit.  
**Car Park Garrison Lane**  
Applicant: Mr Phelps, The Lions Club Flx CIO [Link to Documents](#)
  
- c) **DC/24/3761/FUL** | Removal of existing single storey rear extension, erection of new single storey rear extension, and associated works.  
**Caradoc 8 Croutel Road**  
Applicant: Mr and Mrs N Sayers [Link to Documents](#)
  
- d) **DC/24/3834/FUL** | Replacement of conservatory with rear extension.  
**11A Glenfield Avenue**  
Applicant: Ms L Weaver [Link to Documents](#)
  
- e) **DC/24/3568/FUL** | Retrospective householder planning application for 1st floor fire escape ladder  
**7 Western Avenue**  
Applicant: Mr and Mrs T Crean [Link to Documents](#)

f) **DC/24/3503/FUL** | Providing parking surface for one vehicle. Construct crossover from roadway  
**28 Looe Road**  
Applicant: Mr J Smith [Link to Documents](#)

g) **DC/24/3012/FUL** | Replace existing wooden door and windows with UPVC|Apartment  
**12 Martello Place Golf Road**  
Applicant: Mrs N Casey, RMC Windows [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 7)**

**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 27<sup>th</sup> November 2024 at 9.30am.

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

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at  
TOWN HALL, Felixstowe, on Wednesday 30 October 2024 at 9.30am**

**PRESENT:** Cllr S Bird (Chairman)  
Cllr M Morris (Vice Chairman)      Cllr A Folley  
Cllr N Barber      Cllr C Franklin  
Cllr S Bennett      Cllr B Price (from item #252A)  
Cllr J Candy      Cllr S Wiles

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

**IN ATTENDANCE:** 2 members of the public (via Zoom)

### **248. PUBLIC QUESTION TIME**

None.

### **249. APOLOGIES FOR ABSENCE**

Apologies for lateness were received from **Cllr B Price**.

Apologies for having to leave the meeting at 10.35am to attend other business were received from **Cllr S Wiles**.

### **250. 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 Cllr S Wiles	All	Other registerable interests (as a Member of Suffolk County Council)

### **251. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 16 October 2024 be confirmed as a true record.**

## 252. PLANNING APPLICATIONS

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

At this point, 9.35am, Cllr B Price joined the meeting.

<b>A</b>	<b>DC/24/1822/FUL</b>   Detached bungalow on severed garden plot 4 Yeoman Road
<b>Committee recommended APPROVAL.</b>	

<b>B</b>	<b>DC/24/3519/ADI</b> - Illuminated Advertisement Consent - Replacement shopfront signage 90 Hamilton Road
<b>Committee recommended APPROVAL.</b>	

<b>C</b>	<b>DC/24/3248/FUL</b>   Window and door replacements Montague Road Nursing Home 14 Montague Road
<b>Committee recommended APPROVAL.</b>	

<b>D</b>	<b>DC/24/3349/FUL</b>   Remove existing roof covering and supply new coverings of ply board decking 150mm of insulation and a single skin rubber membrane. 1 Dock Road The Docks
<b>Committee recommended APPROVAL.</b>	

<b>E</b>	<b>DC/24/3362/FUL</b>   Demolition of wall Colbourn Court 11 Ranelagh Road
<b>Committee recommended APPROVAL.</b>	

## 253. CONSULTATION – LOCAL TRANSPORT PLAN FOR SUFFOLK TO 2040

Committee considered the Local Transport Plan which encompasses fifteen Area Transport Plans and the Local Cycling and Walking Infrastructure Plan. Committee also considered comments received from Felixstowe TravelWatch.

Members supported the comments of Felixstowe TravelWatch in respect of the Suffolk Local Transport Plan and the Felixstowe Area Transport Plan. Members were also concerned that, as a peninsula, Felixstowe is particularly vulnerable to congestion and gridlock, therefore it is critical that any transport plan includes adequate consideration of emergency planning and access at such times.

Committee noted that the Census 2021 data was already significantly out of date, given the current developments in progress and those which are incoming. As such, the population will be significantly higher.

It was agreed that connectivity of bus routes was essential from Old Felixstowe and the new proposed North Felixstowe Garden Neighbourhood development to service key locations in the town, such as:

- Felixstowe Train station – to enable integrated travel to coincide with the train schedule.
- The Grove Medical Centre
- Felixstowe School – to support modal shift from private vehicles to public transport to and from the school.

It was felt that consideration should be given to the potential benefits of one-way systems in areas which are particularly vulnerable to congestion, and a separate consultation should be carried out on this specific element.

Committee supported the aspiration to decarbonise transport but acknowledged that, without easy access to charging points for electric vehicles, it was wishful thinking to anticipate widespread transition from ICE vehicles.

The Committee also expected there to be consideration of enhanced road safety measures, particularly around schools.

Members were encouraged to submit any further comments independently.

**It was RESOLVED that the Town Clerk respond to the consultation accordingly.**

## **254. PLANNING DECISIONS**

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

## **255. CORRESPONDENCE**

**i) Licensing of Jet Ski/Water Scooter Commercial Operators.** Committee noted that East Suffolk Council was consulting on the potential licensing of commercial jet ski hire under Section 94 of the Public Health Act Amendments Act 1907. Committee did not support the licencing of commercial jet ski hire.

**ii) Felixstowe TravelWatch Bus Service Improvement Plan 2.** Committee unanimously supported and endorsed the application of Felixstowe Travel Watch to Suffolk County Council under the Bus Service Improvement Plan 2 funding to improve the frequency of First service 73 (Woodbridge to Old Felixstowe) to an hourly daytime service.

## **256. CLOSURE**

The meeting was closed at 11.26am. It was noted that the next meeting was scheduled to take place on Wednesday 13<sup>th</sup> November 2024 at 9.30am.

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

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

**DC/24/3096/FUL** | Proposed single storey rear extension  
**29 Lynwood Avenue**

**DC/24/2510/FUL** | Alterations & Extensions - Single storey rear extension in lieu of approved two storey rear extension. Relocate access to a central position as approved under DC/23/3634/FUL.  
**12 Dellwood Avenue**

**DC/24/2546/FUL** | Front extension and conversion of garage to living accommodation  
**6 Western Avenue**

**DC/24/2207/FUL** | Porch to front elevation  
**28 The Downs**

**DC/24/2556/ROC** | Removal of Condition No. 1 of C7637 (Continuation of use of property as two flats together with renovation works) - Removal of occupancy restriction.  
**39 Highfield 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

**Pavement Licence - No Objection**

**DC/24/3602/CON Consultation –  
Nutshells By-the-Sea 1B Hamilton Road**