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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 27 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 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
20 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 13 November 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/24/3773/FUL** | 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.
Howard House Orwell Road
Applicant: Mr J Wilkinson, PHP SPV Ltd [Link to Documents](#)

- b) **DC/24/3429/VOC** | 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 & 9pm Mon/Tues/Wed/Thurs to match Woodbridge skate park and reduce anti-social behaviour. |
Skatepark Orwell Green Grange Farm Avenue
Applicant: Ms J Lytton, ESC [Link to Documents](#)

- c) **DC/24/3774/VOC** | 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.
The Norfolk Guest House 1 - 3 Holland Road
Applicant: Mr G Taylor, Fina Group [Link to Documents](#)

- d) **DC/24/3340/AND** | 1 no. freestanding A-Board.
1 Bent Hill

Applicant: Mrs L Allen

[Link to Documents](#)

- e) **DC/24/4027/FUL** | Construction of front entrance porch
62 Westmorland Road

Applicant: M R Lugg

[Link to Documents](#)

- f) **DC/24/3870/FUL** | Replacement Balcony Screen and detail
14 Western Avenue

Applicant: Mr & Mrs R Casburn

[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 11th December 2024 at 9.30am.

279. PLANNING APPLICATIONS

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

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
Committee recommended APPROVAL.	

B	DC/24/3574/FUL Regularization of existing site, and addition of storage container and self-contained lavatory unit. Car Park Garrison Lane
Committee recommended APPROVAL.	

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
Committee recommended APPROVAL.	

Cllr N Barber left at 10.04

D	DC/24/3834/FUL Replacement of conservatory with rear extension. 11A Glenfield Avenue
Committee recommended APPROVAL.	

Cllr N Barber returned to the meeting at 10.10am.

E	DC/24/3568/FUL Retrospective householder planning application for 1 st floor fire escape ladder 7 Western Avenue
Committee recommended APPROVAL, however we understand that the existing application is to comply with building regulations however Committee has concerns as to how practical this ladder would be in the event of a lift failure for a disabled person.	

F	DC/24/3503/FUL Providing parking surface for one vehicle. Construct crossover from roadway 28 Looe Road
Committee recommended APPROVAL.	

G	DC/24/3012/FUL Replace existing wooden door and windows with UPVC Apartment 12 Martello Place Golf Road
Committee recommended APPROVAL.	

280. PLANNING DECISIONS

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

281. CORRESPONDENCE

None.

282. CLOSURE

The meeting was closed at 10.31am. It was noted that the next meeting was scheduled to take place on Wednesday 27th November 2024 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/24/2941/FUL | Rear extension
18 Chepstow Road

DC/24/3054/FUL | Alterations to conservatory to create garden room
14 Kentford Road

DC/24/2722/VOC | Variation of Condition No. 2 of DC/23/4912/FUL - 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. - amendment to two of the window dimensions on the southern façade
1A Bent Hill

Refused (and recommended for Refusal by this Committee):

DC/24/3140/FUL | First floor extension on existing ground floor extension
132 Grange Road

Approved (and recommended for Refusal by this Committee):

DC/24/0400/VOC | Variation of Condition No. 2 and the details to discharge Condition 19 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.
Felixstowe Ferry Golf Club Ferry Road

Refused (and recommended for Approval by this Committee):

DC/22/4203/FUL | Proposed First-floor rear extension to existing market dwelling flat
Chicago Express Pizza 226 High Street Walton