

Telephone: 01394 282086
Fax: 01394 285920
email: enquiries@felixstowe.gov.uk

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 8 January 2025 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
2 January 2025

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 11 December 2024 as a true record. **(Pages 4-7)**

5. **SCC Consultation on Maidstone Road & Grange Road Walking and Cycling Improvements**

To receive a presentation by SCC officers on proposed walking and cycling improvements to the Maidstone Road and Grange Road area. **(Page 8)**

6. **Planning Applications**

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

- a) **DC/24/4318/FUL** | Single storey front and rear extensions, first floor side extension and associated works
1 Hollybush Drive
Applicant: Ms S Knight and Mr A Goodwin [Link to Documents](#)

- b) **DC/24/4370/FUL** | Single storey rear extension
14 Park Avenue
Applicant: Mr & Mrs A Coy [Link to Documents](#)

- c) **DC/24/4359/FUL** | Change of use from Class E(b) (Sale of food and drink for consumption mostly on the premises) to Sui Generis Use (Cafe & Takeaway) and installation of an extraction flue to the rear side of the building.
1 Crescent Road
Applicant: Mr A Jhaveri, Evergreens Prop Ltd [Link to Documents](#)

- d) **DC/24/3340/ADN** | 1 no. freestanding A-Board.
1 Bent Hill
 Applicant: Mrs L Allen [Link to Documents](#)
- e) **DC/24/4316/FUL** | Raising the roof on the existing rear extension to match the rest of the building, External works to replace plastic UPVC cladding and improve the buildings thermal performance. Install solar panels and air source heat pumps to improve the buildings energy efficiency. Create additional floor space by extending the footprint of the existing building.
1A Bent Hill
 Applicant: Mr I Cochran, Iain Cochran Architects [Link to Documents](#)
- f) **DC/24/4205/FUL** | Erection of a pre-fabricated metal shed to store materials and equipment
Christ Church Felixstowe Grange Farm Avenue
 Applicant: Mr A Chenery, Christ Church Felixstowe [Link to Documents](#)
- g) **DC/24/3362/FUL** | Demolition of wall and resurfacing of car park.
Colbourn Court 11 Ranelagh Road
 Applicant: Dominion Property C/o Mr P Cobbold [Link to Documents](#)
- h) **DC/24/4079/TPO** | 1no. Yew (T11 on plan) Crown reduction in height by 40cm and radial spread by 30cm 1no. Holm Oak (A on plan) - Crown reduction in height by 60cm and radial spread by 30cm 1no. Holm Oak (B on plan) - Crown reduction in height by 70cm and radial spread by 30cm
Tyndale House 2 Tyndale Gardens
 Applicant: Mrs K Hallinan [Link to Documents](#)
- i) **DC/24/3290/TCA** | 1no. Holm oak (1 on plan) - Prune to previous pollard points 1no. Pine (2 on plan) - Remove low hanging broken limb 1no. Holm oak (3 on plan) - Crown lift to 2.5 metres above ground and reduce overall crown by 1.2 metres 4no. Beech (4 on plan) - Crown lift to 3 metres above ground 1no. Pine (5 on plan) – Fell
The Bartlet Undercliff Road East
 Applicant: Mr R Bromley, Martello Mgmt [Link to Documents](#)

7. 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)**

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 22nd January 2025 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES
**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 11 December 2024 at 9.30am**

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

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

IN ATTENDANCE: 1 member of the public (in person)
 1 member of the public (via Zoom)

310. PUBLIC QUESTION TIME

None.

311. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr S Wiles**.

312. 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 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)

313. CONFIRMATION OF MINUTES

Subject to a correction to record Cllr A Folley, rather than Cllr C Franklin, as attending, it was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 27 November 2024 be confirmed as a true record.

314. 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 the direction of the Chairman, item F below, was considered first.

Members heard from the applicant in respect of item F below, confirming that the variation in the conditions was to address a neighbour's concerns on potential overlooking.

F	<p>DC/24/4064/VOC Variation of Condition 2 of DC/23/3641/FUL - Single storey front extensions (including balcony overlooking sea), reconstruction of single storey pool house (linking to dwelling) and installation of external insulation with render/metal cladding to all elevations - To simplify visual appearance/ arrangement of cladding materials, and to provide privacy to and from neighbour by raising the side wall of the previously approved balcony</p> <p>High Ridge 16 South Hill</p>
<p>Committee recommended APPROVAL.</p>	

A	<p>DC/24/3689/FUL Change of use to lounge/kitchen area to hold yoga classes on Mondays at 6.30pm until 7.30pm and Saturdays 9.30am until 10.30am.</p> <p>41 Westmorland Road</p>
<p>Committee recommended APPROVAL. However, we would ask that the following conditions are attached: 1. That the use remain at the two classes per week as stated. 2. The sessions be limited to a maximum of 8 attendees.</p>	

B	<p>DC/24/3987/FUL Conversion of existing three storey house into two flats, to include replacement of window with double French Doors, raising of height of rear single storey extension and erection of steel balustrade above, insertion of new Velux rooflight, replacement of front ground floor window with new windows, and associated development</p> <p>7 Manning Road</p>
<p>Committee recommended REFUSAL. Whilst we are not against the principle of sub-division into flats at this address, we have two major concerns. Firstly, the proposed roof terrace will cause unacceptable loss of privacy and overlooking to several neighbouring residential properties and is therefore contrary to SCLP 11.2 paras. a) and d). Secondly, the proposed ground floor flat will have no internal means of escape to upper floors and, as this property is located in Flood Risk Zone 2, this is wholly unacceptable and contrary to SCLP 9.5 para c).</p>	

C	DC/24/4061/FUL Ground floor infill extension to form Plant Room; alterations including extension to balconies, replacement external stairs, Juliet balcony and changes to fenestration Ferrymans Haul The Ferry
Committee recommended APPROVAL.	

D	DC/24/4207/FUL Proposed rear single storey extension, cladding of the front and rear elevations and new windows 3 Victoria Road
Committee recommended APPROVAL.	

E	DC/24/1710/FUL Conversion and extension of the existing building to create nine residential units (retaining the existing one residential unit) and two commercial units on part of ground floor level and basement including retention of existing gym following demolition of store building and removal of dormer window at rear, changing window to door on corner of southern and eastern elevation and replacement windows, together with associated works and landscaping 18 Hamilton Road
<p>Committee recommended APPROVAL. We recognise the need for small residential units in the town centre. We are sympathetic to the objection from the neighbouring church with regards to the solar panels. However, we feel that the benefits of this scheme far outweigh any perceived harms. In terms of the Conservation Area, we believe that the existing appearance of the rear of this building is unattractive and that the proposed second floor extension will significantly enhance its appearance in the Conservation Area and is therefore compliant with SCLP11.5.</p> <p>We concur with the conditions proposed by the ESC Arboricultural Officer.</p>	

315. PLANNING DECISIONS

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

316. CORRESPONDENCE

- i. Forthcoming changes to ESC’s scheme of delegation which will affect some items reaching Referral Panel and Committee.**

Committee noted the changes and the recommendation to qualify recommendations of approval in such cases where the Committee felt strongly in support of an application.

ii. **Consultation on the renewal of dog related Public Space Protection Orders relating to dogs on leads at Martello Park, in front of the Town Hall, Felixstowe Seafront Gardens and Exclusion of dogs at Langer Park.**

Committee noted the consultation on PSPOs and recommended that they be renewed.

iii. **West Felixstowe Walking, Wheeling & Cycling Improvements**

Committee noted a Suffolk County Council consultation on the above that was due to conclude on 20th December. The Clerk was asked to request that the consultation period be extended, and to invite SCC to present the proposals at the next meeting to enable the Committee to consider and respond appropriately.

317. CLOSURE

The meeting was closed at 11.11am. It was noted that the next meeting was scheduled to take place on Wednesday 8th January 2025 at 9.30am.

AGENDA ITEM 5: SCC CONSULTATION ON MAIDSTONE ROAD & GRANGE ROAD WALKING AND CYCLING IMPROVEMENTS

Suffolk County Council (SCC) is undertaking a consultation on proposed walking and cycling improvements in the Maidstone Road and Grange Road area of Felixstowe. This area is heavily trafficked, particularly during school drop-off and pick-up times, due to its proximity to two primary schools—SET Felix School and Grange Community School.

In 2023, local feedback highlighted the need for improvements to enhance safety and encourage walking and cycling in the area. The proposed measures also address the anticipated population growth in Felixstowe and the increased travel demands associated with new developments, including the North Felixstowe Garden Neighbourhood.

The consultation aims to gather community feedback on proposed changes designed to:

- Improve safety for families and children walking or cycling to school.
- Enhance air quality and reduce pollution.
- Expand walking and cycling options for local journeys.
- Reduce traffic congestion for road users.

Officers from Suffolk County Council will attend the Planning & Environment Committee to present the consultation and provide an overview of the proposed improvements. Members will have an opportunity to ask questions and provide feedback directly.

Details of the proposals are available here:

<https://storymaps.arcgis.com/stories/a85b83024140404787c9f75b43698562>

The improvements span a route from Maidstone Road, over the railway line, through Grange Road, and along Ferry Lane, with measures such as:

- Widening pavements for shared pedestrian and cyclist use.
- Upgrading crossings to parallel crossings for both cyclists and pedestrians.
- Traffic calming measures, including raised tables and narrowed junctions.
- Redesigning roundabouts into T-junctions for safer crossing points.
- Restricting parking near schools to enhance safety during peak times.

Feedback will guide SCC's decision-making process, and a summary report will be published in Spring 2025. The finalised improvements are expected to be delivered during 2025, subject to funding.

Committee is requested to consider the proposals and provide any feedback to SCC it deems necessary.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/24/1020/OUT Outline Application (All Matters Reserved) - Demolition of Auction House and erection of 7 dwellings Diamond Mills Auction House Orwell Road
DC/24/2747/FUL Retention of development as constructed and installation of 5 self storage containers. Felixstowe Truckstop Walton Avenue
DC/24/3248/FUL Window and door replacements Montague Road Nursing Home 14 Montague Road
DC/24/4027/FUL Construction of front entrance porch 62 Westmorland Road
DC/24/3870/FUL Replacement Balcony Screen and detail 14 Western Avenue
DC/24/3834/FUL Replacement of conservatory with rear extension. 11A Glenfield Avenue
DC/24/3189/FUL Erection of a modular platform (1.2m x 1.2m) and ramp (0.9m x 1.8m) with galvanised steel handrails at front of Flat 2. Flat 2 91 Ranelagh Road

Refused (and recommended for Refusal by this Committee) won APPEAL:

DC/20/1666/FUL Demolition of ancillary Buildings and Plant and the Change of Use and Subdivision of Main Building from B1(c) Business Use to Mixed Business Uses, including B1(a) Office, B1(c) Light Industrial, B8 Storage and ancillary A3 cafe. Creation of new Vehicular Access onto Carr Road, new car parking and alterations to elevations to existing building to create new openings. Former Itron Factory Carr Road

Approved (and recommended for Refusal by this Committee): None

Refused (and recommended for Approval by this Committee): None