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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 19 June 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**  
**12 June 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 5 June 2024 as a true record. **(Pages 4-7)**

### 5. **Planning Applications**

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

- a) **DC/24/1872/P20AA** | Prior Notification under Schedule 2, Part 20, Class AA of the General Permitted Development Order in respect of proposed development comprising: Construction of two floors of flats (14no.) over the existing principal facades to Hamilton Road and York Road  
**York House York Road**  
Applicant: RAH Holdings Ltd [Link to Documents](#)
  
- b) **DC/24/1914/FUL** | Youth support and training facility with multimedia music & digital arts centre  
**Land Adjacent To Manning Amusement Park Micklegate Road**  
Applicant: Felixstowe Youth Development [Link to Documents](#)
  
- c) **DC/24/0823/FUL** | Redevelopment for 58 retirement living apartments including communal facilities, access, car parking and landscaping  
**39 Mill Lane**  
Applicant: Churchill Retirement Living [Link to Documents](#)

- d) **DC/24/1895/FUL** | Replacement of existing timber single glazed bay window to the front elevation with new double glazed timber bay window to match existing size.  
**52 Hamilton Road**  
Applicant: Star Properties Capital Investment Ltd [Link to Documents](#)
- e) **DC/24/1913/FUL** | Garage and workshop  
**15 Bath Road**  
Applicant: Mr and Mrs Collins [Link to Documents](#)
- f) **DC/24/2059/TCA** | 3no. Elm (T1, T2 and T3 on plan) - Fell 2no. Sycamore (T4 and T5 on plan) - Fell  
**Cotman House Garfield Road**  
Applicant: Pauls Tree Services [Link to Documents](#)
- g) **DC/24/1927/TCA** | 3no. Leylandii (shown in photograph) - Fell  
**The Cottage Martello Lane**  
Applicant: Mr Baskerville [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 8)**

**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 3<sup>rd</sup> July 2024 at 9.30am.

**AGENDA ITEM 4: CONFIRMATION OF MINUTES**  
**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING** held at  
**TOWN HALL, Felixstowe, on Wednesday 5 June 2024 at 9.30am**

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

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

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

**28. PUBLIC QUESTION TIME**

None.

**29. APOLOGIES FOR ABSENCE**

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

**30. 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<br>Cllr J Candy<br>Cllr A Folley | All               | Other registerable interests (as Members of East Suffolk Council)   |
| Cllr S Bennett<br>Cllr S Bird                   | All               | Other registerable interests (as Members of Suffolk County Council) |

**Cllr S Bennett declared a Non-Registerable Interest in item 32(D) as a close relative was a neighbour to the property.**

**31. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 22 May 2024 be confirmed as a true record.**

**32. 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/24/0400/VOC</b>   Variation of Condition No. 2 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</p> |
| <p><b>Committee recommended APPROVAL.</b></p> |  |

|  |  |
|--|--|
| <b>B</b>   | <p><b>DC/24/1820/FUL</b>   Garden building comprising home office, store and snug, front first floor extension to bedroom, render to house, alterations to front facade and rear extension.<br/><b>12 Western Avenue</b></p> |
| <p><b>Committee recommended REFUSAL. Whilst we are content with the extension and other changes to the residential dwelling, we have severe concerns relating to the proposed garden rooms. We believe this is of excessive length and height. We further believe that this will have an injurious effect on the amenity of the property at No.14. We therefore feel that this proposal is contrary to SCLP 11.1 para. (c) iii, and SCLP 11.2 para. (b) and (e).</b></p> |  |

|   |  |
|---|--|
| <b>C</b>                                      | <p><b>DC/24/1773/FUL</b>   Rear extension<br/><b>The Postern Marcus Road</b></p> |
| <p><b>Committee recommended APPROVAL.</b></p> |  |

|          |   |
|----------|---|
| <b>D</b> | <p><b>DC/24/1396/FUL</b>   Replace the existing flat roof on the side first floor extension with a new pitched roof.<br/><b>17 Fleetwood Avenue</b></p> |
|----------|---|

**Committee recommended APPROVAL.**

**E** | **DC/24/1786/FUL** | Rear extension  
**24 Berners Road**

**Committee recommended APPROVAL.**

**F** | **DC/24/1284/FUL** | To change current bedroom French doors. to allow top light to be opening. Doors will be wooden to match as closely as possible to current doors. all to install secondary glazing to three sash windows.  
**Flat 1 South Beach Mansion Bent Hill**

**Committee recommended APPROVAL.**

**G** | **DC/24/1819/FUL** | Pitched garage roof replacement  
**9 Rushmeadow Way**

**Committee recommended APPROVAL.**

**H** | **DC/24/1828/TCA** | 1no. Oak (marked on plan) - Pollard to previous pruning points  
**Manor Court 9 The Courts**

**Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.**

**I** | **DC/24/1885/TCA** | 1no. Group of Cherry, Lime, Horse chestnut and Beech (G1 on plan) - Crown reduce the height and spread by 1.5 metres  
1no. Group of Leyland cypress (H1 on plan) - Reduce in height by 1 -1.2 metres, trim the sides as hard as possible whilst retaining enough live growth to maintain their health and screening effect.  
**3 Barton Road**

**Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.**

### **33. PLANNING DECISIONS**

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

### **34. CORRESPONDENCE**

The following items were reported by the Town Clerk:

- i. Pavement Licence for Fox and Bramble, 34 Orwell Road.**  
Members welcomed the proposals.

ii. **APP/X3540/C/24/3344997 - Portlight, The Ferry, Enforcement ref. ENF/21/0538/DEV.**

Members noted that an appeal had been made to the Secretary of State against the decision by East Suffolk Council to issue an enforcement notice for breach of planning control.

iii. **APP/X3540/C/24/3343189 - 12 Holland Road, Enforcement ref. ENF/23/0163/DEV.**

Members noted that an appeal had been made to the Secretary of State against the decision by East Suffolk Council to issue an enforcement notice for breach of planning control.

**35. CLOSURE**

The meeting was closed at 11.13am It was noted that the next meeting was scheduled to take place on Wednesday 19 June 2024 at 9.30am.

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## **AGENDA ITEM 6: PLANNING DECISIONS**

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

**DC/24/0773/VOC** | Variation of Condition Nos. 4 (materials) and 9a (approved plans for residential development) of DC/23/0539/VOC (Variation of Condition No. 11 of DC/21/0541/FUL [Hybrid Application - Full Application for the construction of 45 apartments and maisonettes and 16 houses in buildings ranging in height from 2 to 3 storeys, conversion of retained assembly hall to provide 250m2 community space, 16 residential car parking spaces, 1 car park space for community hall, 137 cycle parking spaces, highways and public realm works, hard and soft landscaping, access and associated works and Outline application (with all matters reserved except for access, use and scale) for redevelopment and extension of retained sports hall to provide indoor bowls facility and cricket pitch with pavillion, 32 car parking spaces, 24 cycle spaces, landscaping and associated works. All matters reserved except for access, use and building heights] - alter the number of affordable homes.) Changes to materials for residential units and amendments to approved plans including changes to elevations and revisions to site layout and parking.

**Former Deben High School Garrison Lane**

**DC/24/0215/FUL** | Change of use from C1 Hotel to Sui generis (House of Multiple Occupation)

**The Norfolk Guest House 1 - 3 Holland Road**

**DC/24/1365/VOC** | Variation of Condition No. 2 of DC/22/2082/FUL - Extensions, Alterations & Remodelling - To reorient roof pitch to reduce impact on Ferrymans Haul and to allow for rooms in roof void with views to the West across the golf course. To change approved drawing numbers 2808.21.101 and 2808.21.102A to the drawings submitted within this application 1204-24/001B, 1204-24/002C and 1204-24/005

**Moonfleet The Ferry**

**DC/24/1441/FUL** | Rear extension designed to be in keeping with the original dwelling

**17 Dellwood Avenue**

### **Refused (and recommended for Refusal by this Committee):**

**DC/24/1129/FUL** | To erect cart lodge with store over and extend driveway towards cart lodge

**30 High Road East**

**DC/24/0821/FUL** | Demolish rear kitchen extension lean-to and erect two storey rear extension.

**18 Chepstow Road**

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

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