

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 22 January 2025 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 (*from item #371*)
Cllr S Bennett Cllr B Price

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

IN ATTENDANCE: 4 members of the public (via Zoom)

367. PUBLIC QUESTION TIME

None.

368. APOLOGIES FOR ABSENCE

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

Apologies for lateness were received from **Cllr C Franklin**.

369. 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 Members of East Suffolk Council)
Cllr S Bennett Cllr S Bird	All	Other registerable interests (as Members of Suffolk County Council)

370. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 8 January 2025 be confirmed as a true record.

371. PLANNING APPLICATIONS

At this point, 9.44am, Cllr Franklin joined the meeting.

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

A	DC/24/4416/FUL To provide self-storage containers over existing ground level containers. Erect two flights of stairs. Erect safety balustrading to landing areas. 116 Garrison Lane
Committee recommended REFUSAL. We believe that the proposed doubling of the number of storage units at this site will have an unacceptable impact, both in terms of visual appearance and residential amenity. We believe that the proposed second storey of containers at this site will have a detrimental impact on this important gateway into the town and therefore is contrary to policy SCLP 11.1 para (a), (b), (c) i and (c) iii. Furthermore this intensification and proposed used of containers at an upper storey will cause unacceptable overlooking and loss of privacy to residents in St. Andrews Road and therefore the proposal is contrary to SCLP 4.3 para. (d) and SCLP 11.2 paras. (a) and (e).	
B	DC/25/0064/P3G Prior Notification - Change of use from commercial space to a two bedroom flat. Spaces will be upgraded where required to comply with fire and sound regulations. First Floor 79A High Road West
Committee had NO OBJECTIONS to this Prior Notification.	
C	DC/24/4533/FUL Small balcony off front bedroom 6 Westmorland Road
Committee recommended APPROVAL.	
D	DC/24/4475/FUL Replacement of the Existing Parapet Roof Royal Mail Delivery Office 143 Hamilton Road
Committee recommended APPROVAL.	
E	DC/24/4387/TCA 1no. Lime (marked on plan) - re-pollard to previous pollard points 2 - 6 Orwell Road
Committee OBJECTED to the work proposed and requests that the East Suffolk Council's Arboricultural Officer consider this tree for a Tree Protection Order. Committee felt that this prominent and healthy tree in the Conservation Area contributes to public amenity and the street scene in this key gateway location in the town centre.	

372. PLANNING DECISIONS

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

373. NEIGHBOURHOOD PLAN AND CIL WORKING GROUP UPDATE

Committee noted the report via the CIL Working Group which had asked the Committee to consider whether a Neighbourhood Plan should be recommended to Council.

Members were keen to pursue the consideration of whether the Town Council should be recommended to develop a Neighbourhood Plan. Members agreed that it was important to understand both the benefits and limitations of a Neighbourhood Plan as well as the resources and time-commitment involved.

It was RESOLVED that the Town Clerk would seek expressions of interest from all Town Councillors to be involved with a Neighbourhood Plan Feasibility Working Group, the membership and scope of which to be considered at the next meeting.

374. CORRESPONDENCE

i. Invitation to East Suffolk Planning Alliance (ESPA) 2nd AGM Jan 24th 2025.

Cllr Folley was invited to attend on behalf of the Committee.

ii. East Suffolk Developers' Charter.

Committee noted the launch of the ESC Developers Charter which the Clerk would circulate to Members via email.

iii. DC/24/3290/TCA - The Bartlet Undercliff Road East.

Committee noted the response from the ESC Arboricultural Officer following the request to consider a TPO for the trees on this site. The Planning Administration Assistant would seek confirmation as to whether the trees would be given a TPO following the recently notified works.

iv. DC/24/2939/VOC - 1 Bent Hill.

Noted that this item was on the Agenda for the ESC Planning Committee South to consider at its meeting of 28th January. The Chairman would attend on behalf of the Committee.

375. CLOSURE

The meeting was closed at 11.34am. It was noted that the next meeting was scheduled to take place on Wednesday 5th February 2025 at 9.30am.

Date: _____

Chairman: _____