

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 5 February 2025 at 9.30am**

PRESENT: Cllr S Bird (Chairman)
Cllr M Morris (Vice-Chairman) Cllr J Candy
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: 2 members of the public (via Zoom)

376. PUBLIC QUESTION TIME

None.

377. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr A Folley** and **Cllr S Wiles**.

378. 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	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)

Cllr N Barber declared an Other Registerable Interest in the application at #380F as he had been closely involved with several neighbours to the subject site throughout the planning process. As the matter directly related to his interest, Cllr Barber would leave the Chamber during consideration of the item.

379. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 22 January 2025 be confirmed as a true record.

380. 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/25/0272/FUL Erection of an external canopy, security fence and gates within the service yard, and alterations to car park including new trolley bays. East Of England Co-op Supermarket 189 Hamilton Road
Committee welcomed the proposed improvements and recommended APPROVAL. However, in line with the Town Council and East Suffolk Council's policies to promote cycling, we would urge the applicant to consider providing covered cycle storage in the rear car park.	
B	DC/25/0191/FUL Construction of first floor front extension 14 Coniston Close
Committee recommended APPROVAL.	
C	DC/25/0190/FUL Construction of single storey rear extensions 14 Coniston Close
Committee recommended APPROVAL.	
D	DC/25/0213/FUL Garden room/workshop. 7.5m wide 4m deep and 2.39m high plus base work. 27 Winston Close
Committee recommended APPROVAL.	
E	DC/25/0142/FUL Demolish garage. Two storey side extension. 2 Queens Road
Committee welcomed the improved design and recommended APPROVAL.	

At this point, 10.21am, Cllr Barber left the Chamber.

F	<p>DC/25/0188/VOC Variation of Condition No. 2 of DC/24/1184/VOC (Variation of Condition No. 2 of DC/23/1986/FUL (Demolition of existing garages and erection of 6 flats with associated external works and access) to allow the installation of air source heat pumps to elevations)). - Relocation of cycle storage and amenity area</p> <p>Glenfield Court Glenfield Avenue</p>
<p>Committee recommended APPROVAL.</p>	

Cllr Barber returned at 10.24am

381. PLANNING DECISIONS

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

382. NEIGHBOURHOOD PLAN FEASIBILITY WORKING GROUP

Following Minute #373 from the previous meeting, the Town Clerk reported that expressions of interest had been sought from all Town Councillors regarding participation in a Neighbourhood Plan Feasibility Working Group.

The Committee approved the establishment of the Working Group to investigate whether the Town Council should proceed with developing a Neighbourhood Plan. The Group will assess the benefits, challenges, resource implications, and potential scope before presenting a report to the Committee in order to make a recommendation to Council by May/June 2025.

It was noted that while the Working Group would be made up of appointed Members, all Councillors would be welcome to attend its meetings. External stakeholders may also be invited to contribute expertise as needed. Meetings will take place once or twice per month, with Members determining the agenda and final report structure.

The Committee further approved draft Terms of Reference and agreed that the findings of the Working Group would inform a recommendation to Full Council. Should the Council resolve to proceed with a Neighbourhood Plan, a separate, formal Steering Group would then be established to manage the process.

It was RESOLVED that Councillors Bennett, Bird, Deacon, Folley, Franklin, James, and Morris be appointed to the Neighbourhood Plan Feasibility Working Group; with Cllr Bird being appointed as the Chairman.

383. CORRESPONDENCE

i) DC/24/2939/VOC – 1 Bent Hill

The Chairman reported he had attended the ESC Planning Committee South to support the application, and which was subsequently approved.

ii) DC/24/3290/TCA - The Bartlet Undercliff Road East

Noted that the ESC Arboricultural Officer had confirmed that the trees would be worthy of a TPO, which could be established should notification of works be given in future that could cause harm to the trees.

iii) DC/23/4336/FUL – Ferry Boat Public House.

Noted that Committee had recommended approval but ESC Environment Protection advice was that, since it had been unable to assess the extraction equipment as the pub had been closed, the application would be refused.

384. CLOSURE

The meeting was closed at 10.45am. It was noted that the next meeting was scheduled to take place on Wednesday 19th February 2025 at 9.30am.

Date:

Chairman: _____