

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 D Aitchison
Cllr N Barber
Cllr S Bennett

Cllr J Candy
Cllr A Folley
Cllr C Franklin
Cllr B Price

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 5 November 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
31 October 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 22 October 2025 as a true record. **(Pages 3-5)**

5. **Planning Applications**

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

- a) **DC/25/4001/VOC** | Variation of Condition Nos. 5 and 10 of DC/21/3854/FUL - Retention and refurbishment of Riby House and sub division of Plot to create two additional dwellings - Wording of conditions
Riby House 9 Riby Road
Applicant: Mr A Carpenter, RR6 Ltd [Link to Documents](#)

- b) **DC/25/3991/CLE** | Certificate of Lawful Use (Existing) - C3 Dwelling - The outbuildings are incidental to the dwelling and for use of the occupiers only.
102 Coronation Drive
Applicant: Mr M Walker [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 6)**

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 19th November 2025 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe, on Wednesday 22 October 2025 at 9.30am**

PRESENT: Cllr S Bird (Chairman)

Cllr N Barber

Cllr A Folley

Cllr S Bennett

Cllr C Franklin

Cllr J Candy

Cllr B Price

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

IN ATTENDANCE: 2 members of the public (in the Chamber)
3 members of the public (via Zoom)

225. PUBLIC QUESTION TIME

The Chairman directed that the members of the public, who had indicated a wish to speak on presentation of the application at Minute 229B, could do so at that time.

226. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr D Aitchison** and **Cllr M Morris**.

227. 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)

228. CONFIRMATION OF MINUTES

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

229. 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/25/1683/RG3 8 beach huts. Part Clifflands Dip Promenade Cliff Road
Committee recommended APPROVAL.	

Committee heard from members of the public on the following application. Concerns were raised around the creation of new beach hut plots and the impact on accessibility for existing hut owners whose space for vehicular and mobility scooter access would be compromised by the proposed siting of the new huts. It was suggested that the seven huts would be better located on the north side.

B	DC/25/1682/RG3 Creation of 7 new beach hut plots, 3 x plot row adjacent to Hut No 319 and 4 x plot row extension adjacent to Hut No 331B. Brackenbury Fort Car Park Golf Road
Committee recommended APPROVAL, subject to adequate disability access to all beach huts being maintained.	

C	DC/25/3694/VOC Variation of condition No. 1 of DC/23/1773/FUL - Alterations to Garage Outbuilding (reconstruction of roof to form storage / workshop area) - Changes to the number of dormers. Brandeston Golf Road
Committee recommended APPROVAL.	

D	DC/25/3770/TPO 1no. Pine (in carpark of Martello Place) - Remove limb circled in red on submitted photograph. Tudor House Martello Place Golf Road
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

230. PLANNING DECISIONS

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

231. CORRESPONDENCE

None.

232. CLOSURE

The meeting was closed at 10.32am. It was noted that the next meeting was scheduled to take place on Wednesday 5th November 2025 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

<p>DC/25/0081/FUL Replacement dwelling (self build) and change of use of land to garden Deben View The Ferry</p>
<p>DC/25/3299/P14J Prior Notification - Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings - Proposed roof mounted solar Felixstowe School High Street Walton</p>
<p>DC/25/3292/FUL Rear kitchen extension 35 St Andrews Road</p>
<p>DC/25/3113/FUL Replace roof of the main part of the building with a mansard roof. Change second floor internal layout. Bligh Manor The Ferry</p>
<p>DC/25/2658/FUL First floor side extension with single-storey rear extension 14 Cliff Road</p>
<p>DC/25/3198/FUL Rear extension to existing dwelling 43 St Andrews Road</p>
<p>DC/25/2862/FUL Installation of EV Charger 26 Constable Road</p>
<p>DC/25/2921/FUL Removal of existing garage. New garage and garden room erected to side of the existing dwelling 44 Princes Road</p>
<p>DC/25/3350/FUL To replace Fascias and guttering 2 Red Hall Court</p>
<p>DC/25/3478/TCA 1no. Group of Pine (G1 on plan) - Crown reduce two largest trees in group by 1.5 metres 1no. Group of Sycamore (G2 on plan) - Crown reduce tree with cavity by 3 metres 1no. Wild cherry (T002 on plan) - Crown clean by removing dead and crossing branches 1no. Apple (T006 on plan) - Crown reduce by 1.5 metres 3no. Silver maple (T013, T014 and T015 on plan) - Crown reduce by 3 metres to previous pollard points 1no. Sycamore (T026 on plan) - Crown reduce by 2 metres to previous pruning points St Johns Court Princes Road</p>

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

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

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