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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 (Chair)
Cllr C Franklin (Vice-Chair)
Cllr D Aitchison
Cllr N Barber
Cllr S Bennett

Cllr J Candy
Cllr A Folley
Cllr T Gale
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 11 March 2026** 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
5 March 2026

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 25 February 2026 as a true record. **(Pages 4-6)**

5. **Planning Applications**

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

- a) **DC/26/0010/FUL** | Single-storey rear extension (to infill beneath existing overhang) and change of use of part of ground floor from commercial unit to 2x 1 bed flats and 2x 2 bed flats)
Melrose House 7 Sea Road
Applicant: Mr J Gulston, Sea Road Dev. [Link to Documents](#)

- b) **DC/26/0261/FUL** | Change of use from a C3 home to a C2 residential children's home with independent school education on site
26 Princes Road
Applicant: Mr F Booyson, PSS Care Group [Link to Documents](#)

- c) **DC/26/0593/FUL** | Single storey extension & alterations to dwelling
10 Dovedale
Applicant: Mr & Mrs Hobin [Link to Documents](#)

- d) **DC/25/4932/FUL** | Retrospective Application - Installation of EV charger as part of Suffolk County Council Charging Channel Pilot.
29 Looe Road
Applicant: Mr M Cheeseman [Link to Documents](#)

- e) **DC/26/0544/FUL** | Removal of existing pyramid rooflight
Old Felixstowe Community Centre Ferry Road
Applicant: C/o Mr P Weavers

[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 7)**

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 25th March 2026 at 9.30am.

A	DC/26/0426/FUL Alterations and single storey rear extension 119 Cliff Road
Committee recommended APPROVAL.	
B	DC/26/0286/FUL Single story rear extension to existing dwelling 42 High Road East
Committee recommended APPROVAL.	
C	DC/26/0520/FUL First floor side extension, ground floor front extension, alterations to window and door details 36 Links Avenue
Committee recommended APPROVAL. We believe that this extension is sympathetically designed and that there will be no issue of overlooking or loss of light or amenity for the neighbour at 38 Links Avenue.	
D	DC/26/0525/TCA 2no. Sycamore and 1no. Norway maple (T1-T3 on plan) - Crown reduce from 4.5 metres to 3 metres 1no. Yew (T4 on plan) - Trim and shape 1no. Holm oak (T5 on plan) - Reduce lateral branches over lawn by 1.5 metres Marden House Martello Lane
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

409. PLANNING DECISIONS

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

410. CORRESPONDENCE

- a) **Application for Pavement Licence for Greggs, 85 Hamilton Road**
 Committee noted that Greggs were seeking to place 4 tables and 8 chairs within an area 7.1m x 3.2m, on relocation from its current premises at 35 Hamilton Road. Times to be Monday to Sunday 06:00 to 23:00. Such licence, if granted, will last for 2 years.
 Committee had no objection in principle to tables and chairs outside this café. However, Committee objected to the proposed location of the table and chairs immediately against the shop front as this will compromise the width of the pavement and access to the tactile pavements, which must be maintained for visually-impaired pedestrians.

Committee suggests moving the tables and chairs into the space the other side of this line.

b) Planning Reforms Consultation

Committee noted the government consultation on proposed reforms to national planning policy and infrastructure delivery, affecting areas such as: local plan expectations, housing delivery, infrastructure planning, the role of statutory consultees, and community engagement. The Clerk would circulate the information and Members were invited to respond as individual councillors.

c) East Suffolk Design Code Engagement Workshop

Cllr Folley and Cllr Franklin would attend this on-line workshop which would be taking place on 18th March 7.30pm - 9.30pm.

RESOLVED that the correspondence above be noted.

411. CLOSURE

The meeting was closed at 10.33am. It was noted that the next meeting was scheduled to take place on Wednesday 11th March 2026 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/25/4348/FUL Creation of, and Change of Use of land for a managed storage compound (Use Class B8) and creation of cafe (Use Class E(b)) built from repurposed shipping container materials. Repositioning of existing hoardings to form new pedestrian walkway between Great Eastern Square and the cafe, alongside landscaping and biodiversity improvements. Part Land Rear Of The Range Great Eastern Square
DC/25/4956/VOC Variation of Condition No. 2 of DC/24/2393/FUL -Single storey front extension and two storey rear extension with raised roof front with front and rear balconies and internal alterations - Amendments to previously approved drawings 91 Cliff Road
DC/25/4817/FUL Side extension, alterations to infill window openings of sun room and rear extension to existing garage Cambroun 1 Candlet Grove
DC/25/2052/FUL Increase of width of dropped curb and access alterations 5 South Hill (seen in 11 June)
DC/25/4719/FUL Two Storey Side Extension. 10 Falcon Street
DC/25/4123/FUL Dropped kerb for access by vehicle to the front garden. 110 Langer Road
DC/26/0134/TCA 1no. Birch (marked on plan) - Overall crown reduction by 33% 38 Brook Lane

Approved by ESC (recommended for Refusal by this Committee):

DC/26/0230/TCA 1no. Apple (T6 on plan) - Fell 1no. Group of Willow (G1 on plan) - Remove 5 stems closest to building Dinsdale Court Undercliff Road West

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

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