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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 25 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
19 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 11 March 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/26/0888/ADI** - Proposal: Illuminated Advertisement Consent -
The installation of totem pole sign 6.5m x 1.8m with associated foundation.

Haven Filling Station, Dock Road, The Docks

Applicant: Mr J Pearce, Certas Energy11

[Link to Documents](#)

- b) **DC/26/0953/FUL** | Retrospective Application - Single storey rear extension and front porch extension

9 Westmorland Road

Applicant: Mr & Mrs Kennedy

[Link to Documents](#)

- c) **DC/25/4807/FUL** | Proposed front boundary wall and vehicle gates
'Free go' application to replace previously withdrawn application

DC/25/3156/FUL

39 High Road East

Applicant: Mrs T Coles Hazelwood

[Link to Documents](#)

- d) **DC/26/0706/FUL** | Replacement windows

61 Ranelagh Road

Applicant: Mrs C Matthews

[Link to Documents](#)

- e) **DC/26/0783/TPO** | TPO No. 205 / 2006 1no. Lime (T2 on plan) - Crown reduce to a finished height of 15 metres and spread of 9 metres. Crown thin by 30%

12 High Road East

Applicant: Mr J Pieraccini

[Link to Documents](#)

- f) **DC/26/0872/TCA** | 1no. Sycamore (T1 on plan) - Pollard back to the main trunk / historic pollard points

Felixstowe Community Hospital Constable Road

Applicant: Mr E Eastwood, Tree Services Ltd

[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 15th April 2026 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES
MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held
at **TOWN HALL, Felixstowe**, on **Wednesday 11 March 2026** at **9.30am**

PRESENT: Cllr C Franklin (Vice-Chair in the Chair)
Cllr N Barber Cllr T Gale
Cllr J Candy Cllr B Price

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

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

436. PUBLIC QUESTION TIME

None

437. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr S Bird, Cllr D Aitchison, Cllr S Bennett** and **Cllr A Folley**.

438. DECLARATIONS OF INTEREST

The following Other Registerable Interests were declared and noted:

Member(s)	Minute No.	Nature of Interest
Cllr J Candy	All	Other registerable interests (as Members of East Suffolk Council)

439. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee meeting held on 25 February 2026** be confirmed as a true record.

440. 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/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
Committee recommended APPROVAL.	

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
Committee recommended APPROVAL.	
C	DC/26/0593/FUL Single storey extension & alterations to dwelling 10 Dovedale
Committee recommended REFUSAL. Committee raised concerns about the potential loss of light and amenity for the neighbour, contrary to SCLP11.2 c) and e); and, believe that the scale and massing of the proposal would lead to overdevelopment of the site, contrary to SCLP11.1 c) i and iii.	
D	DC/25/4932/FUL Retrospective Application - Installation of EV charger as part of Suffolk County Council Charging Channel Pilot. 29 Looe Road
Committee recommended APPROVAL.	
E	DC/26/0544/FUL Removal of existing pyramid rooflight Old Felixstowe Community Centre Ferry Road
Committee recommended APPROVAL.	

441. PLANNING DECISIONS

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

442. CORRESPONDENCE

a) Housing and Employment Land Data

Committee noted the review published by East Suffolk Council regarding the delivery of land allocated for employment and housing development. The review identified a requirement for approximately 54.7 hectares of new employment land up to 31 March 2036, noting that current Local Plans allocate 92.61 hectares to meet and exceed this need. The review also highlighted an ambitious revision of the national standard method for housing, which increases the total annual national target from 300,000 to 370,000 homes and ends the reliance on decade-old population projections. Furthermore, a stronger

affordability multiplier has been introduced to focus additional growth on those areas facing the most significant housing affordability challenges.

b) Notice of Road Closures

The Clerk reported a temporary road closure in Felixstowe affecting part of Colneis Road. The closure is scheduled to take place from 6 March 2026 to 20 March 2026 to allow for essential carriageway repairs.

RESOLVED that the correspondence above be noted.

443. CLOSURE

The meeting was closed at 10.30am. It was noted that the next meeting was scheduled to take place on Wednesday 25th March 2026 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/26/0214/FUL Rear/side, single storey extension 128 St Andrews Road
DC/26/0011/FUL Front extension and replacement garage roof 9 Eastcliff
DC/25/3308/FUL Retrospective Application - Replacement kitchen extract Ferry Boat Inn The Ferry
DC/26/0172/FUL Two-storey and single-storey rear extensions and single storey side extension 52 Seaton Road
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

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