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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 15 April 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](mailto: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**  
**9 April 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 March 2026 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/25/3196/FUL** | Demolition of an existing dwelling and construction of a three-storey building containing 5 x 2-bedroom flats (Use Class C3).

**Riby House 9 Riby Road**

Applicant: Mr A Carpenter, RR6 Ltd

[Link to Documents](#)

- b) **DC/26/1028/CLP** | Certificate of Lawful Use (Proposed) - Use of Land to Station a Mobile Home (Granny Annexe)

**12 Quilter Road**

Applicant: Mr & Mrs Proffit

[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 29<sup>th</sup> 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 25 March 2026 at 9.30am**

**PRESENT:** Cllr S Bird (Chair)  
              Cllr C Franklin (Vice-Chair)                   Cllr A Folley  
              Cllr S Bennett                                   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*)

**462. PUBLIC QUESTION TIME**

None.

**463. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr D Aitchison** and **Cllr N Barber**.

**464. DECLARATIONS OF INTEREST**

The following Other Registerable Interests were declared and noted:

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
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)

**465. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 11 March 2026 be confirmed as a true record.

**466. PLANNING APPLICATIONS**

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

<b>A</b>	<b>DC/26/0888/ADI</b> - Proposal: Illuminated Advertisement Consent - The installation of totem pole sign 6.5m x 1.8m with associated foundation. <b>Haven Filling Station, Dock Road, The Docks</b>
<b>Committee recommended APPROVAL. We are fully supportive of this advertising sign at this location, however we note the concerns raised by SCC Street Lighting. We also note that there is some ambiguity as to whether all, or only part, of the sign will be illuminated. If the total illuminated area is less than 10m<sup>2</sup>, then we have no concern. However, if that limit is exceeded - and therefore would be in contravention of the policy quoted by SCC Street Lighting - then we would ask that the sign be redesigned in order to comply.</b>	
<b>B</b>	<b>DC/26/0953/FUL</b>   Retrospective Application - Single storey rear extension and front porch extension <b>9 Westmorland Road</b>
<b>Committee recommended APPROVAL.</b>	
<b>C</b>	<b>DC/25/4807/FUL</b>   Proposed front boundary wall and vehicle gates 'Free go' application to replace previously withdrawn application DC/25/3156/FUL <b>39 High Road East</b>
<p><b>Committee recommended REFUSAL We note the proposed changes from the two earlier applications. However we feel that none of our fundamental concerns have been addressed. The proposed changes on this application, which are minor and insufficient, do not alter the visual impact of this proposal.</b></p> <p><b>Furthermore, our overriding concern remains, which is that this would introduce a solid frontage for this property which will be jarring and incongruous to the street scene. The majority of properties in this location have either open frontages or hedging. This proposal is completely inappropriate to the surrounding area. We therefore feel that this is contrary to SCLP Policy 11.1 a), b), c)iii and iv and SCLP Policy 11.2 e).</b></p>	
<b>D</b>	<b>DC/26/0706/FUL</b>   Replacement windows <b>61 Ranelagh Road</b>
<b>Committee recommended APPROVAL.</b>	
<b>E</b>	<b>DC/26/0783/TPO</b>   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%

	<b>12 High Road East</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

<b>F</b>	<b>DC/26/0872/TCA   1no. Sycamore (T1 on plan) - Pollard back to the main trunk / historic pollard points Felixstowe Community Hospital Constable Road</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

#### **467. PLANNING DECISIONS**

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

#### **468. CORRESPONDENCE**

**a) Bloor Homes – Jubilee Avenue, Felixstowe**

Noted that Bloors are currently working with Suffolk Highways to sign off the main spine road. Following this they intend to progress the consideration of Traffic regulation Order to introduce yellow lines along the spine road and will bring an update to Committee on this matter.

**b) Beach Hut Applications**

Noted that three applications for proposed additional Beach Huts were approved at the East Suffolk Council Planning Committee South.

**c) East Suffolk Call For Sites**

Committee noted the conclusion of the Call for Sites process together with the publication of a map of the sites submitted. The new Local Plan, anticipated to be adopted in 2029, will set out how and where development, including new homes, employment land and infrastructure, should take place up until at least 2044.

**d) East Suffolk Design Code Workshop**

Cllr Folley reported attendance at the East Suffolk Council Design Code Workshop and commended it to fellow Members.

**RESOLVED** that the correspondence above be noted.

#### **469. CLOSURE**

The meeting was closed at 11.17am. It was noted that the next meeting was scheduled to take place on Wednesday 15<sup>th</sup> April 2026 at 9.30am.

## **AGENDA ITEM 6: PLANNING DECISIONS**

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

<b>DC/26/0076/FUL</b>   The erection of beach huts and associated wooden platforms located on the beach between the shelter and Spa Pavilion, an area where beach huts were previously located. <b>Part Beach At Undercliff Road West</b>
<b>DC/25/1683/RG3</b>   Creation of tarmac area and use of land for the siting of 8 beach huts <b>Part Clifflands Dip Promenade Cliff Road</b>
<b>DC/25/1682/RG3</b>   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 <b>Brackenbury Fort Car Park Golf Road</b>
<b>DC/25/3836/FUL</b>   Decommissioning and Removal of Old Fuel Tanks and Installation of New Underground Fuel Tanks and Associated Works <b>Petrol Filling Station Anzani Avenue</b>
<b>DC/26/0520/FUL</b>   First floor side extension, ground floor front extension, alterations to window and door details  <b>36 Links Avenue</b>
<b>DC/26/0005/FUL</b>   Conversion of an existing unused garage to a ground floor bedroom with en-suite shower <b>Thistleton 8 Crescent Road</b>
<b>DC/26/0013/FUL</b>   Replacement of six windows & two external doors to flat (in existing openings) <b>5 Cranmer Cliff Gardens</b>
<b>DC/26/0089/FUL</b>   Removal of existing timber framed double glazed windows and french doors to rear conservatory and replacement with UPVC double glazed windows and french doors. <b>10 Red Hall Court</b>
<b>DC/25/4300/FUL</b>   Install step lift at front of the property and new entrance door Note: These works relate to a Disabled Facilities Grant <b>49 Brightwell Close</b>
<b>DC/26/0286/FUL</b>   Single story rear extension to existing dwelling <b>42 High Road East</b>
<b>DC/25/4932/FUL</b>   Retrospective Application - Installation of EV charger as part of Suffolk County Council Charging Channel Pilot. <b>29 Looe Road</b>

**Permitted Development:**

<b>DC/25/4604/P14J</b>   Prior Notification- Roof mounted solar PV on non-domestic building <b>Custom House View Point Road</b>
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**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