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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 (Chairman)
Cllr M Morris (Vice Chairman)
Cllr N Barber
Cllr S Bennett
Cllr J Candy

Cllr A Folley
Cllr C Franklin
Cllr B Price
Cllr S Wiles

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 2 April 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
26 March 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 19 March 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/24/1710/FUL** | Conversion and extension of the existing building to create nine residential units (retaining the existing one residential unit) and two commercial units on part of ground floor level and basement including retention of existing gym following demolition of store building and removal of dormer window at rear, changing window to door on corner of southern and eastern elevation and replacement windows, together with associated works and landscaping

18 Hamilton Road

Applicant: Mr M Adair Iveagh Properties Ltd

[Link to Documents](#)

- b) **DC/24/2048/ARM** | Approval of Reserved Matters for Outline Planning Permission granted under DC/23/0539/VOC (Variation of Condition No. 11 of Hybrid Permission DC/21/0541/FUL) - Appearance, Landscaping, Layout & Scale of the redevelopment and extension of retained sports hall to provide an indoor bowls facility and cricket pitch with pavilion, parking, landscaping and associated works.

Former Felixstowe International College Garrison Lane

Applicant: Mr D Martin, Pulse Design & Build

[Link to Documents](#)

- c) **DC/25/0272/FUL** | Alterations to car park including removal of existing trolley parks and signposts and existing trolley shelters and replacement new trolley shelters.

East Of England Co-op Supermarket 189 Hamilton Road

Applicant: Sainsbury's Supermarkets Ltd

[Link to Documents](#)

- d) **DC/25/0291/FUL** | Installation of new external plant, scissor lift, security fence and gates and the construction of an external canopy within the service yard.
East Of England Co-Op Supermarket 189 Hamilton Road
Applicant: Sainsbury's Supermarkets Ltd [Link to Documents](#)
- e) **DC/25/0871/FUL** | Erection of a single storey side extension (following demolition of outbuilding) removal of chimney stack and part cladding of front elevation.
67 Ferry Road
Applicant: A Bradley [Link to Documents](#)
- f) **DC/25/1192/FUL**|Construction of a single storey rear extension
6 Garden Field
Applicant: Mr D Harvey [Link to Documents](#)
- g) **DC/25/1164/TCA** | 2no. Sycamore (marked on plan) - Pollard to previous pollard points
18 Barton Road
Applicant: Mr S Markham, Ginkgo Tree Surgery [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 16th April 2025 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES
MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 19 March 2025 at 9.30am

PRESENT: Cllr S Bird (Chairman)
Cllr N Barber
Cllr S Bennett
Cllr J Candy
Cllr A Folley
Cllr C Franklin
Cllr B Price

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

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

450. PUBLIC QUESTION TIME

None.

451. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr M Morris** and **Cllr S Wiles**.

452. 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 Members of East Suffolk Council)
Cllr S Bennett Cllr S Bird	All	Other registerable interests (as Members of Suffolk County Council)

453. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 5 March 2025 be confirmed as a true record.

454. 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/25/0540/FUL Loft Extension 40 Russell Road
<p>Committee recommended APPROVAL. We believe that this loft extension has been sympathetically designed within the Conservation Area. We also note that there will be no new windows directly overlooking neighbouring properties. We therefore feel that this application complies with S.72 of the Conservation and Listed Buildings Act 1990. Additionally we note that the Suffolk County Council guidance requires three off road parking spaces but we accept that the existing three bedroom property has no off street parking.</p>	

B	DC/25/0730/FUL Single storey rear extension 19 Park Avenue
<p>Committee recommended APPROVAL.</p>	

C	DC/25/0761/FUL New front bay window and lean-to roof canopy 20 Ferry Road
<p>Committee recommended APPROVAL.</p>	

D	DC/25/0213/FUL Garden room/workshop. 7.5m wide 4m deep and 2.39m high plus base work. 27 Winston Close
<p>Committee recommended APPROVAL.</p>	

455. PLANNING DECISIONS

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

456. CORRESPONDENCE

None.

457. CLOSURE

The meeting was closed at 10.12am. It was noted that the next meeting was scheduled to take place on Wednesday 2nd April 2025 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/25/0356/DRC | Discharge of condition No. 7 of DC/23/4805/FUL - Proposed ongoing seasonal erection of the Observation Wheel attraction From February to October. - landscape and drainage scheme
The Promenade Sea Road

DC/24/4316/FUL | Raising the roof on the existing rear extension to match the rest of the building, External works to replace plastic UPVC cladding and improve the buildings thermal performance. Install solar panels and air source heat pumps to improve the buildings energy efficiency. Create additional floor space by extending the footprint of the existing building.
1A Bent Hill

DC/24/4205/FUL | Erection of a pre-fabricated metal shed to store materials and equipment
Christ Church Felixstowe Grange Farm Avenue

DC/24/3568/FUL | Retrospective householder planning application for 1st floor fire escape ladder
7 Western Avenue

Refused (and recommended for Refusal by this Committee):

DC/24/3340/ADN|1 no. freestanding A-Board.
1 Bent Hill

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

Withdrawn

DC/24/1244/LBC | Listed Building Consent - Renewal of old leaking roof with new tiles to match existing. Complete external insulation render and painted. Replacement of old timber windows with new double glazed timber windows to match existing. Demolish existing garage and relocate and build new garage. Internal plastering to ceilings and damaged walls, electrical rewiring and upgrading boiler.
362 High Street Walton