

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 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 16 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
9 April 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 2 April 2025 as a true record. **(Pages 3-6)**

5. **Planning Applications**

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

- a) **DC/25/1434/ADI** | Illuminated Advertisement Consent - signage including x2 Sainsbury's Fascia Signs, x2 Argos Flex Signs, x1 Store Totem Sign, x1 Pedestrian Totem Sign, x1 ATM Surround Sign, x1 ATM Projecting Sign and various car park signage.
East Of England Co-Op Supermarket 189 Hamilton Road
Applicant: Sainsbury's Supermarket Ltd [Link to Documents](#)

- b) **DC/25/0907/FUL** | Construction of a single storey detached building for Felixstowe Sea Cadet headquarters (three existing structures to be demolished)
Hall 137 Garrison Lane
Applicant: Mr M Gowers, Felixstowe Sea Cadets [Link to Documents](#)

- c) **DC/25/1127/FUL** | Extension to 9 High Road East
9 High Road East
Applicant: Mr I Cochran, Iain Cochran Architects [Link to Documents](#)

- d) **DC/23/0580/FUL** | Erection of two dwellings to the rear of a extant consent for 10 No. flats approved under C/05/1593.
Stowe House Cliff Road
Applicant: Mr Steward, Bluestem LLP [Link to Documents](#)

- e) **DC/25/1272/FUL** | Demolish store, erect extension to extend kitchen for breakfast area
90 Cobbold Road
Applicant: Mr J Harvey [Link to Documents](#)

- f) **DC/25/1194/VOC | Variation of Condition 2 of DC/22/0918/VOC -**
(Variation of Condition No.2 of DC/21/4457/FUL - Alterations and roof extensions to form additional 3 flats, with associated parking and vehicular access - The alterations to the rear roof are required to provide sufficient headroom for the communal staircases and circulation spaces)
- General amendments to window and external door openings -
Alterations to external bin store
Glenfield Court Glenfield Avenue
Applicant: RAAH Holdings Ltd [Link to Documents](#)

- g) **DC/25/1123/FUL** | Construction of first floor side extension, replacement windows and cladding to existing elevations
6 The Pines
Applicant: Mr & Mrs Nadin [Link to Documents](#)

- h) **DC/25/1214/FUL** | Construction of extension to rear of property encompassing single storey and two storey
1 Bredfield Close
Applicant: Mr I Staneva [Link to Documents](#)

- i) **DC/25/0990/FUL** | Demolition of outside toilet and conservatory. Erect single storey wrap round extension for garden room, bathroom, utility/porch.
18 Cowley Road
Applicant: Mr D Eng [Link to Documents](#)

- j) **DC/25/1288/FUL** | Single storey flat roof extension
118 Chelsworth Road
Applicant: Mr A Atherton [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 30th April 2025 at 2.00pm.

AGENDA ITEM 4: CONFIRMATION OF MINUTES
**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 2 April 2025 at 9.30am**

PRESENT: Cllr S Bird (Chairman)
Cllr M Morris
Cllr S Bennett
Cllr J Candy
Cllr C Franklin (*from #478C*)
Cllr B Price
Cllr S Wiles

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

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

474. PUBLIC QUESTION TIME

None.

475. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr N Barber** and **Cllr A Folley**.

Apologies for lateness were received from **Cllr C Franklin**.

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

477. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 19 March 2025 be confirmed as a true record.

478. PLANNING APPLICATIONS

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

| | |
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| A | <p>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.</p> <p>18 Hamilton Road</p> |
| <p>Committee recommended APPROVAL. As per our previous comments, we are content with the proposed design of this building in the Conservation Area. Furthermore, we note the report which indicates that the new structure will have minimal effect on the PV panels of the neighbouring property. We therefore recommend approval of this application, subject to the ESC Arboricultural Officer being content with the potential impact on the two lime trees, which are to be preserved.</p> | |

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| B | <p>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.</p> <p>Former Felixstowe International College Garrison Lane</p> |
| <p>Committee recommended APPROVAL. We have considered the lighting provision on the proposed pathway at the boundary and consider that the low level LED lighting bollards are appropriate. We have also had regard to the report submitted that indicates minimal or no effect on daylight to residential windows as a result of the new proposed roof on the bowls facility.</p> | |

At this point, 9.54am, Cllr C Franklin joined.

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| C | <p>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.</p> <p>East Of England Co-op Supermarket 189 Hamilton Road</p> |
| <p>Committee recommended APPROVAL and welcome the provision of covered cycle shelters. However, in noting the proposed changes to the parking arrangements and new 2 hour time limit, we would welcome comment from the Planning Authority on any correspondence had between Greater Anglia and the relevant landowners and Sainsbury's with reference to commuter parking, whether paid or unpaid.</p> | |

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| 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 |
| Committee recommended APPROVAL. | |
| 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 |
| Committee recommended APPROVAL. | |
| F | DC/25/1192/FUL Construction of a single storey rear extension 6 Garden Field |
| Committee recommended APPROVAL subject to the ESC Planning Officer being content that this proposal would pass the SPG16 45 degree test in relation to the effect on the neighbouring property's window. | |
| G | DC/25/1164/TCA 2no. Sycamore (marked on plan) - Pollard to previous pollard points 18 Barton Road |
| Committee had no OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer. | |

479. PLANNING DECISIONS

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

480. CORRESPONDENCE

- i. DC/25/0142/FUL 2 Queens Road.**
Committee noted that this application was to be referred to the Planning South Committee as the Planning Officer was minded to refuse the application contrary to Committee's recommendation of approval.

481. CLOSURE

The meeting was closed at 11.28am. It was noted that the next meeting was scheduled to take place on Wednesday 16th April 2025 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

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| DC/25/0461/FUL Single storey rear extension & single storey front (porch) extension 6 Vicarage Road |
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| DC/25/0191/FUL Construction of first floor front extension 14 Coniston Close |
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| DC/25/0190/FUL Construction of single storey rear extensions 14 Coniston Close |
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| DC/25/0129/FUL Retrospective application - Use of garage extension as an annex, with associated external works. 116 Chelsworth Road |
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Refused (and recommended for Refusal by this Committee): None

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