

Telephone: 01394 282086  
Fax: 01394 285920  
email: [enquiries@felixstowe.gov.uk](mailto: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 (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 13 May 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**  
**6 May 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 29 April 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/26/1398/VOC** | Variation of Condition No. 02(d), 02(f) & 07 of DC/25/3010/VOC - Variation of Condition No. 2d of DC/24/1914/FUL - Youth support and training facility with multimedia music & digital arts centre - addition of external lift shaft and fire lobby  
**Land Adjacent To Manning Amusement Park Micklegate Road**  
Applicant: Level Two [Link to Documents](#)
  
- b) **DC/26/1113/VOC** | Application to vary condition 9a (approved plans) of DC/24/0773/VOC (amended scheme to that approved under DC/21/0541/FUL) in relation to the design and layout of the apartment roofs (to increase the provision of PV panels and reduce the extent of green roof). Variation of all conditions relating to the Outline consent of DC/24/0773/VOC and condition 1 (approved plans), condition 2 (cricket building materials), condition 3 (indoor sports club materials), condition 4 (green roofs) and condition 8 (operation hours) of the Reserved Matters consent DC/24/2048/ARM to amend the approved plans and drainage strategy (by substituting the green roofs for alternative drainage strategies) and amend the operation hours (to allow for operation between 09:00hrs to 23:00hrs inclusive).  
**Former Deben High School Garrison Lane**  
Applicant: East Suffolk Council C/o 3BM Studio [Link to Documents](#)

- c) **DC/26/1232/FUL** | Rear first floor extension. pitched roof to present front roof dormer window  
**202 Ferry Road**  
Applicant: M Penn [Link to Documents](#)
  
- d) **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: PSS Care Group [Link to Documents](#)
  
- e) **DC/26/1484/VOC** | Variation of Condition No. 2 of DC/26/0286/FUL - Single story rear extension to existing dwelling - External wall element change from cladding to dark colour brick  
**42 High Road East**  
Applicant: Mrs Primmer [Link to Documents](#)
  
- f) **DC/26/0878/FUL** | Creation of a vehicular access.  
**31 High Road West**  
Applicant: Ms T Harrold [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 27<sup>th</sup> May 2026 at 9.30am.

**AGENDA ITEM 4: CONFIRMATION OF MINUTES**  
**MINUTES** of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held  
at **TOWN HALL, Felixstowe**, on **Wednesday 29 April 2026** at **9.30am**

**PRESENT:** Cllr S Bird (Chair)  
Cllr C Franklin (Vice-Chair)                      Cllr A Folley  
Cllr D Aitchison                                      Cllr T Gale  
Cllr J Candy    Cllr B Price

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

**515. PUBLIC QUESTION TIME**

None.

**516. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr N Barber** and **Cllr S Bennett**.

**517. 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 J Candy Cllr A Folley	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bennett	All	Other registerable interests (as Members of Suffolk County Council)

**518. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee meeting held on 15 April 2026** be confirmed as a true record.

**519. 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/26/1100/FUL  </b> The siting of a welfare modular building and associated works. <b>Land At 1-3 Parker Avenue Trimley St Mary</b>
<b>Committee recommended APPROVAL.</b>	

<b>B</b>	<p><b>DC/26/1299/VOC   Variation of Condition</b> Nos. 2, 4 &amp; 6 of DC/23/2349/FUL - Two double skinned fuel tanks will be installed on the existing site for the offloading and loading of fuels. These tanks will be installed on new reinforced concrete slabs. An electrical GRP pre-fabricated unit will be installed for the electrical connections. A catchment area around the two tanks will be surrounded by drainage channels to capture any spills and runoff from the loading of trucks. These channels will lead to sumps which will be connected to a full class 1 interceptor. Existing underground tanks to be foam filled. - Condition 02 - change to allow for minor site layout amendments: -Installation of an additional six-hose dispenser and associated small island linked to Tank 1, including leak-detected underground pipework, to improve traffic flow and reduce standing vehicles. - Replacement of the full concrete yard within the Certas boundary with Hardicrete. - Minor layout adjustments, including relocation of lighting columns and slight positional refinements to suit the revised arrangement. - Increase width of site entrance. Condition 04 and Condition 06 - Change wording: As per discussion with planning officer and environment agency consultation (Letter ref. DC/23/4835/DRC) due to nature of required information for referenced conditions, it was advised that the correct procedure would be the submission of a variation of condition application (to allow of submittal of required information during construction / prior site occupation) where any subsequent conditions can also be amended to reflect the required action/works being undertaken in order to effectively discharge this condition.</p> <p><b>Haven Filling Station Dock Road The Docks</b></p>
<b>Committee recommended APPROVAL.</b>	

<b>C</b>	<p><b>DC/26/0781/FUL   Change of use of former shop to a hot food takeaway restaurant with new shop front and flue to rear</b> <b>4 Undercliff Road West</b></p>
<p><b>Committee recommended REFUSAL. We have no objection to the change of use in principle. This will provide an additional hot food takeaway in the town’s tourist area and will bring a redundant site back into use, which we welcome. Furthermore we have no objection to the proposed changes to the shop front’s appearance and are satisfied that the proposal will indeed enhance the appearance in the Felixstowe South Conservation Area.</b></p> <p><b>However, firstly, we believe that in retaining a step to access the shop, the premises will not be disability accessible and therefore is contrary to policy SCLP 11.1 para. (g); and secondly, the applicant has not submitted details in terms of a noise and odour assessment for the proposed extraction and we believe that this needs to be submitted to a standard acceptable to East Suffolk Council’s Environmental Protection.</b></p>	

<b>D</b>	<b>DC/26/1307/FUL</b>   Single Storey Rear Extension and Replacement Garage. Existing rendered walls to be clad with Hardie-planks <b>96 Looe Road</b>
<b>Committee recommended APPROVAL.</b>	
<b>E</b>	<b>DC/26/1135/FUL</b>   Proposed single storey rear extension. <b>22 Colneis Road</b>
<b>Committee recommended APPROVAL.</b>	
<b>F</b>	<b>DC/26/1406/TCA</b>   1no. Stone pine (red circle on plan) - Remove all limbs to leave main stem as habitat monolith <b>69 Tomline Road</b>
<p><b>Committee OBJECTS to this proposal. This tree is visible in the public realm and therefore contributes to public amenity. The proposal to remove all limbs of this tree is totally unacceptable. This does not represent, in any possible way, what can be described as routine maintenance or pruning. Furthermore, no evidence has been given that this tree is in anyway dangerous or diseased and the proposal will destroy its visual appeal. We would therefore ask that the East Suffolk Council Arboricultural Officer place a TPO on this tree.</b></p>	

**520. PLANNING DECISIONS**

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

**521. CORRESPONDENCE**

None.

**522. CLOSURE**

The meeting was closed at 10.50am. It was noted that the next meeting was scheduled to take place on Wednesday 13<sup>th</sup> May 2026 at 9.30am.

---

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

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

**DC/26/0706/FUL | Replacement windows  
61 Ranelagh Road**

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

**DC/26/0593/FUL | Single storey extension & alterations to dwelling  
10 Dovedale**

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

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