

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 3 December 2025 at 9.30am**

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

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

291. PUBLIC QUESTION TIME

None

292. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr J Candy** and **Cllr M Morris**.

293. 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 A Folley	All	Other registerable interests (as a Member of East Suffolk Council)
Cllr S Bennett Cllr S Bird	All	Other registerable interests (as a Member of Suffolk County Council)

294. CONFIRMATION OF MINUTES

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

295. 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/25/4327/ADI 1. Fascia Sign (illuminated) 2. Projection Sign 3. Painted graphics on existing fixed canopy Orwell Hotel Hamilton Road
Committee recommended APPROVAL.	

B	DC/25/4422/CLE Certificate of lawful Use (Existing) - Carrying out of building works to determine that works were commenced prior to expiry of the planning approval. Planning approved under appeal decision reference APP/X3540/W/21/3275958: Demolition of workshop and replacement with 1no detached dwelling, alterations and extension to existing building to retain shop/office and provide 2no one bedroom first floor flats and 1no two bedroom dwelling. Demolition of existing single storey element has been undertaken with site clearance and piled foundations completed prior to expiry of the approval as documented within the application submission. 19 Manning Road
Committee recommended APPROVAL.	
C	DC/25/4260/FUL Single storey side/rear extension. 56 Looe Road
Committee recommended APPROVAL.	
D	DC/25/4123/FUL Dropped kerb for access by vehicle to the front garden 110 Langer Road
Committee recommended APPROVAL. However Committee did have concerns about the excessive width proposed.	
E	DC/25/4492/VOC Variation of Condition No. 4 (Foundation Design) of DC/21/3854/FUL - Retention and refurbishment of Riby House and sub division of Plot to create two additional dwellings - seeking to vary trigger point Riby House 9 Riby Road
Committee recommended APPROVAL.	
F	DC/25/4332/TCA 1no. Sycamore (marked on plan) - Crown reduce by 30% and shape 102 Ranelagh Road
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

296. TRAFFIC REGULATION ORDER – JUBILEE AVENUE

Committee considered correspondence received from Suffolk County Council (SCC) Highways regarding potential waiting restrictions on Jubilee Avenue, the

main spine road within the Bloor Homes development linking Walton High Street and Candlet Road. SCC confirmed that no waiting restrictions were required as part of the original planning approval, but that Bloor Homes had recently raised concerns about parking at school pick-up and drop-off times. SCC advised that any proposed restrictions would need to follow the Traffic Regulation Order (TRO) process and would require support from the Town Council.

Committee reviewed the information provided and considered the road safety implications and the impact on traffic flow along this key route.

It was RESOLVED that the Clerk write to Bloor Homes to express the Town Council's wish that, for road safety and traffic flow reasons, Bloor seek a TRO for Jubilee Avenue from Suffolk County Council to regulate parking on this major route within Felixstowe.

297. PLANNING DECISIONS

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

298. CORRESPONDENCE

Autonomous Minibus Trial – Correspondence from Freeport East

Committee received further correspondence from Freeport East regarding a proposed autonomous minibus trial in Felixstowe. The scheme aims to operate an electric, 5G-connected autonomous minibus along a route from Landguard Fort to the Pier, with the potential to extend to the Spa Pavilion where an appropriate turning point exists. A recent test visit to Felixstowe by the Ohmio autonomous vehicle identified no significant issues along the intended route, with only minor considerations around Suffolk Sands Holiday Park which SCC's Strategic Transport Team are reviewing.

The objective of the trial is to reduce traffic pressure on the seafront while maintaining accessibility for visitors, and to support the wider innovation aims linked to Connected and Autonomous Mobility funding. The consortium is currently preparing its bid, which must be submitted in mid-December. As part of the submission, the project team has requested a letter of support from the Town Council.

The Committee was supportive of the initiative and agreed that the Chair should write a letter of support for the bid.

299. CLOSURE

The meeting was closed at 10.35am. It was noted that the next meeting was scheduled to take place on Wednesday 17th December 2025 at 9.30am.

Date: _____

Chairman: _____