

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at  
TOWN HALL, Felixstowe, on Wednesday 5 March 2025 at 9.30am**

**PRESENT:** Cllr S Bird (Chairman) Cllr J Candy  
Cllr M Morris (Vice-Chairman) Cllr A Folley  
Cllr N Barber Cllr C Franklin  
Cllr S Bennett (*from item #424*) Cllr B Price

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

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

**420. PUBLIC QUESTION TIME**

None.

**421. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr S Wiles**.

**422. 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)

**423. CONFIRMATION OF MINUTES**

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

**424. PLANNING APPLICATIONS**

At this point in the meeting, 9.35am, Cllr S Bennett joined.

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/25/0411/OUT</b>   Outline Application (All Matters Reserved) - For one dwelling <b>The Cottage 16 High Road East</b>
<b>Committee recommended APPROVAL.</b>	
<b>B</b>	<b>DC/25/0491/FUL</b>   Installation of external plant & machinery to service a commercial kitchen to replace existing equipment <b>The Fludgers Hotel Undercliff Road East</b>
<b>Committee recommended APPROVAL subject to the planning officers being content with the detail that is still to be confirmed in relation to the acoustic cladding.</b>	
<b>C</b>	<b>DC/25/0580/ADI</b>   Illuminated and Non-illuminated Advertisement Consent - A - New non-illuminated flexface sign bearing company name and logo fixed to the main building at 6500mm (w) x 1600mm (h) x 89mm (d). B - Illuminated new face panels bearing company name and logo to be fixed front and rear to an existing totem sign at the entrance to the site at overall size 1750mm (w) x 3450mm (h). C -Non-illuminated new 'Reception' sign from folded aluminium at 1500mm (w) x 500mm (h) x 40mm (d). <b>Maersk House Haven Exchange</b>
<b>Committee recommended APPROVAL.</b>	
<b>D</b>	<b>DC/25/0573/FUL</b>   Single storey rear extension, first floor side extension and garage extension with relocation of 1.8m high boundary fence (within property boundary) <b>7 Dukes Close</b>
<b>Committee recommended APPROVAL.</b>	
<b>E</b>	<b>DC/25/0461/FUL</b>   Single storey rear extension & single storey front (porch) extension <b>6 Vicarage Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>F</b>	<b>DC/25/0129/FUL</b>   Retrospective application - Use of garage extension as an annex, with associated external works. <b>116 Chelsworth Road</b>
<b>Committee recommended APPROVAL. However, we would request that there is a condition imposed that the use of this annex remain ancillary to the host property.</b>	

  

<b>G</b>	<b>DC/24/4359/FUL</b>   Change of use from Class E(b) (Sale of food and drink for consumption mostly on the premises) to Sui Generis Use (Cafe & Takeaway) and installation of an extraction flue to the rear side of the building. <b>1 Crescent Road</b>
<b>Committee recommended APPROVAL.</b>	

#### **425. PLANNING DECISIONS**

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

#### **426. CORRESPONDENCE**

The following correspondence was reported:

- i. **Felixstowe Footpath 024 (part): Felixstowe Footpath 019 for 250metres south westbound will be closed from 1/04/25 – 30/09/25 within Trelawney Place.**  
Committee noted the temporary closure.
- ii. **Felixstowe Peninsula Community Partnership Meeting 30<sup>th</sup> April.**  
Committee were advised that there was a meeting of the Felixstowe Peninsula Community Partnership scheduled for 10am on 30<sup>th</sup> April, which a number of the Committee's Members were expected to attend. As such it was agreed that the Planning & Environment Committee meeting which was scheduled to take place at the same time should be moved to commence at 2pm instead.

**RESOLVED** that the correspondence be noted.

#### **427. CLOSURE**

The meeting was closed at 10.46am. It was noted that the next meeting was scheduled to take place on Wednesday 19<sup>th</sup> March 2025 at 9.30am.

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Date: \_\_\_\_\_

Chairman: \_\_\_\_\_