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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 D Aitchison
Cllr N Barber
Cllr S Bennett

Cllr J Candy
Cllr A Folley
Cllr C Franklin
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 23 July 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
16 July 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 9 July 2025 as a true record. **(Pages 4-7)**

5. Planning Applications

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

- a) **DC/25/2187/FUL** | Remodelling of existing entrance way to facilitate DDA access along with the redecoration to front & side facades along with a new low level picket fence, festoon lighting along with associated posts and small smoking shelter.

The Grosvenor 25 - 31 Ranelagh Road

Applicant: Mr S Hall, Greene King

[Link to Documents](#)

- b) **DC/25/2658/FUL** | First floor side extension with single-storey rear extension

14 Cliff Road

Applicant: Mr M Nichol

[Link to Documents](#)

- c) **DC/25/2618/VOC** | Variation of Condition No.2 of DC/21/4172/FUL - Construction of two new houses - The internal arrangement and external elevations have been amended to provide more suitable accommodation

Part Side Garden Tehidy House 65 Orwell Road

Applicant: C/o Iain Cochran Architects

[Link to Documents](#)

- d) **DC/25/2594/VOC** | Variation of condition No. 2 of DC/25/0730/FUL - Single storey rear extension - Design Amendment

19 Park Avenue

Applicant: Mr and Mrs P Bellamy

[Link to Documents](#)

- e) **DC/25/2628/P3G**|Prior Notification - Change of use from commercial space to a two bedroom flat. Spaces will be upgraded where required to comply with fire and sound regulations.

First Floor 79A High Road West

Applicant: Mr A Singh

[Link to Documents](#)

- f) **DC/25/2629/TCA**|1no. Unknown species (marked on plan) - Fell 3no. Unknown species (marked on plan) - Pollard to 3 metres above ground level

1 The Courts

Applicant: Ms N Lindsell

[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 8)**

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 6th August 2025 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES
MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 9 July 2025 at 9.30am

PRESENT: Cllr C Franklin (in the Chair)

Cllr D Aitchison

Cllr J Candy

Cllr N Barber

Cllr B Price

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

IN ATTENDANCE: 2 member of Public (via Zoom)

In the absence of the Chair and Vice-Chair, it was proposed, seconded and resolved that Cllr C Franklin be the Chair of the meeting.

Cllr Franklin in the Chair.

89. PUBLIC QUESTION TIME

None.

90. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr S Bird, Cllr S Bennett, Cllr M Morris and Cllr A Folley.

91. 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 J Candy	All	Other registerable interests (as a Member of East Suffolk Council)

92. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 25 June 2025 be confirmed as a true record.

93. 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/25/0081/FUL Replacement dwelling (self-build) and change of use of land to garden Deben View The Ferry
Committee recommended APPROVAL.	

B	DC/25/2415/FUL Front windows and rear steps (above 300mm) 2 Foxgrove Lane
Committee recommended APPROVAL.	

C	DC/25/2350/FUL Retrospective Application - Re-cladding and replacement windows / doors and enlargement of balcony to the Riverside building Felixstowe Ferry Sailing Club The Ferry
Committee recommended APPROVAL.	

D	DC/25/2377/ADI Non/ Illuminated Advertisement Consent - Installation of replacement signs to include, 1x double sided post mounted pictorial sign complete with 2x amenity boards, 1x fascia sign, 1x set of sign written house name, 2x amenity boards and, 1x distress effect sign written text The Grosvenor, 25-31 Ranelagh Road
Committee recommended APPROVAL and welcome the proposed improvements, but would ask that the illumination of the sign be turned off overnight.	

E	DC/25/2211/FUL Proposed single storey side extension to create games room 58 Seaton Road
Committee recommended APPROVAL.	

F	DC/25/1671/FUL Replace existing windows and doors with UPVC windows and doors. The Chapel Maybush Lane
Committee recommended APPROVAL.	

G	DC/25/1933/ADN Non Illuminated Advertisement - A traditional timber, hand painted, A-Board. 1 Bent Hill
Committee recommended APPROVAL, subject to the A board being strictly placed within the area proposed in the plan.	

H	DC/25/2213/FUL Retrospective Application - Resurface tiered rear garden middle and top tier with decking to refresh garden space 8 Blyford Way
Committee recommended REFUSAL due to the overall height of the fence causing an unacceptable impact on residential amenity, contrary to SCLP policy 11.2.	
I	DC/25/1214/FUL Construction of extension to rear of property encompassing single storey and two storey 1 Bredfield Close
Committee recommended REFUSAL. Whilst we accept that this proposal has been designed so that there is no overlooking of neighbours we recognise that this dwelling is one of four properties that are small and on narrow plots. We believe that the proposal represents unacceptable impact on residential amenity in terms of outlook and is therefore contrary to SCLP policy 11.2 para. b) and in terms of design is contrary 11.1 para. c) i, ii and iii.	
J	DC/25/2405/TCA 2no. Holm oak (T1 and T2 on plan) - Reduce height by 3 metres and prune in sides by 1.5 to 2 metres. Remove lowest branches to the trunk all round. Saville Court Victoria Road
Committee OBJECTED with reservations about the extent of the proposed works to these trees and requests that East Suffolk Council's Arboricultural Officer consider them for a TPO; with further consideration be given to their appropriate future care and management.	
K	DC/25/2447/TCA 1no. Cedar (1 on plan) - Fell 1no. Laburnum (2 on plan) – Fell Conifers 11 High Beach
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	
L	DC/25/2489/TCA 2no. Holm oak (T001 and T002 on plan) - Remove the upright side stems growing from the base of the main trunks and lift crowns to 5 metres 1no. Holm oak (T003 on plan) - Fell 1no. Holm oak (T004 on plan) - Remove the 2 leaning side stems to their union at 1 metre in height and prune back selected lower and mid crown branches on the house side by up to 2 metres 1no. Holm oak (T005 on plan) - Remove the leaning side stem, remove the lower epicormic regrowth, lift the crown to 5 metres, and prune back selected lower and mid crown branches on the house side by up to 2 metres 1no. Holm oak (T006 on plan) – Fell. Maytree House 60 Maybush Lane

Committee had NO OBJECTIONS to the maintenance works proposed to the four trees but see no reason for the proposed felling of the two other Holm Oaks and asks that East Suffolk Council's Arboricultural Officer consider the appropriateness of felling these trees and whether they should be given TPOs.

94. PLANNING DECISIONS

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

95. CORRESPONDENCE

None.

96. CLOSURE

The meeting was closed at 11.04am. It was noted that the next meeting was scheduled to take place on Wednesday 23rd July 2025 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/25/1866/FUL External building alterations, including fenestration amendments, and the erection of an external bicycle and refuse storage unit on the land to the rear 80-86 Hamilton Road And 47 Cobbold Road
DC/25/1865/P3MA Prior Notification - Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) - This Prior Approval application seeks the conversion of the first floorspace at the application site to create four self-contained residential units under Schedule 2, Part 3, Class MA of the GPDO 2015. 80-86 Hamilton Road And 47 Cobbold Road
DC/25/1863/FUL Upgrade of existing dwelling with internal alterations, new windows and two new rooflights 7 Manning Road
DC/25/0188/VOC Variation of Condition No. 2 of DC/24/1184/VOC (Variation of Condition No. 2 of DC/23/1986/FUL (Demolition of existing garages and erection of 6 flats with associated external works and access) to allow the installation of air source heat pumps to elevations)). - Relocation of cycle storage and amenity area Glenfield Court Glenfield Avenue
DC/25/1656/FUL Replacement of 7no. UPVC Casement Windows. Flat 16 Wolsey Court Stanley Road
DC/25/1654/FUL Removal and replacement of 6no. UPVC Casement Windows. Flat 14 Wolsey Court Stanley Road
DC/25/1652/FUL Removal and replacement of 5no. UPVC Casement Windows. Flat 12 Wolsey Court Stanley Road
DC/25/1604/FUL Placement of charging channel and charging device for electrical vehicles 3 Beach Road East

Approved by ESC (recommended for Refusal by this Committee): None

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

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

Withdrawn

DC/25/1895/FUL Installation of air-to-air heat pump 3 Park Court Langer Road
