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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 6 August 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
31 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 23 July 2025 as a true record. **(Pages 3-5)**

5. Planning Applications

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

- a) **DC/25/2701/FUL** | Two-storey construction above existing ground floor extension. Reconfiguration of ground floor to facilitate access.

Park House 72 Constable Road

Applicant: L Pancholi, MPL Care Homes

[Link to Documents](#)

- b) **DC/25/2778/TCA** | 1no. Unknown species (adjacent to drain at front of property) – Fell

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 6)**

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 27th 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 23 July 2025 at 9.30am

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

OFFICERS: Mrs D Frost (Deputy Town Clerk)
Mrs S Morrison (Planning Administration Assistant)

IN ATTENDANCE: 1 member of Public (via Zoom)

107. PUBLIC QUESTION TIME

None.

108. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr M Morris**

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

110. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 9 July 2025 be confirmed as a true record.

111. 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/25/2187/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
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Committee recommended REFUSAL. Whilst we strongly support the investment being made to this important leisure facility in the town and whilst we are in support of the majority aspects of this application, we have two specific areas of concern. Firstly, we believe that the smoking shelter has been located wrongly in its proposed position, it will be immediately adjacent to the public footpath and residential properties (number 33), we therefore believe that this proposal will be contrary to SLCP 11.2 para d and g. Additionally we believe that this would be contrary to the provisions protecting the Conservation Area and therefore contrary to SLCP 11.5 and the Conservation and Listed Buildings Act 1990 Section 72. We would suggest that the smoking area be located to the rear of the public house. Secondly, we concur with the comments of the Suffolk Disability Forum and would ask that the front entrance be designed with doors that open outwards as well as inwards and the required push button controls are installed.

B	DC/25/2658/FUL First floor side extension with single-storey rear extension 14 Cliff Road
Committee recommended APPROVAL.	

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
Committee recommended APPROVAL.	

D	DC/25/2594/VOC Variation of condition No. 2 of DC/25/0730/FUL Single storey rear extension - Design Amendment 19 Park Avenue
Committee recommended APPROVAL.	

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
Committee recommended NO OBJECTION.	

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
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	1 The Courts
	<p>Committee objects to this notification, we do not feel that there are adequate or sufficient grounds for the proposed pollarding or felling. Undermining of the driveway is the only reason given. We recognize that these trees are in a prominent position, highly visible, and contribute greatly to public amenity. Furthermore, we would request that if the felling of one tree is allowed, we would ask for suitable replacement planting.</p>

112. PLANNING DECISIONS

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

113. CORRESPONDENCE

- a) DC/25/1214/FUL – 1 Bredfield Close, it was reported that Committee had recommended Refusal, but the ESC Referral Panel approved the application without it going to Committee.
- b) ESC Local Plan – The Deputy Clerk informed the Committee that ESC had published a short on-line questionnaire to be responded to by 3 September. ESC would like to hear from residents, businesses and community organisations on how best to engage, inform and consult during the process of preparing new planning policy documents such as Local Plans, Design Codes, neighbourhood plans and planning guidance. The link to the consultation will be forwarded to Councillors.

114. CLOSURE

The meeting was closed at 10.54am. It was noted that the next meeting was scheduled to take place on Wednesday 6th August 2025 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

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

DC/25/1671/FUL | Replace existing windows and doors with UPVC windows and doors.
The Chapel Maybush Lane

1no. Scots pine (T1 on plan) - Side prune branches overhanging gardens of 44 and 46 Tower Road by 2 metres|
46 Tower Road

DC/25/2068/FUL | Porch and rear extension, new roof to garage forming conversion to habitable space
Windyridge 35 Manor Terrace

DC/25/2024/FUL | Front extension
22 Colneis Road

DC/25/2447/TCA | 1no. Cedar (1 on plan) - Fell 1no. Laburnum (2 on plan) - Fell Conifers
11 High Beach

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

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

DC/25/2405/TCA | 2no. Holm oak (T1 and T2 on plan) - Crown lift to 5 metres directly above the public road, 2.5 metres above the pavement, and 3 metres over the 3 metres over the driveway of Saville Court
Saville Court Victoria Road

DC/25/2269/ /TCA | 1no. Holm Oak (T1 on plan) - Crown reduction by up to 1.75 metres
3 Northcliffe Court

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

Refused (and recommended for Refusal by this Committee):

DC/25/1386/OUT | Outline Application (All Matters Reserved) - Construction of 1 No. 1 bed self-build dwelling.
Land Adjacent To 132 Mill Lane