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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 10 September 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](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**  
**3 September 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 27 August 2025 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/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, Green King

[Link to Documents](#)

- b) **DC/25/3001/FUL** | Redevelopment of the site for continued HGV Fuel Provision and associate works|

**Certus Terminal Dock Road Felixstowe Docks**

Applicant: Certas Energy

[Link to Documents](#)

- c) **DC/25/3113/FUL** | Replace roof of the main part of the building with a mansard roof. Change second floor internal layout.

**Bligh Manor The Ferry**

Applicant: Mr Stavick,

[Link to Documents](#)

- d) **DC/25/3212/FUL** | Proposed Side Extension  
**34 Princes Road**

Applicant: Mr & Mrs Mudhar

[Link to Documents](#)

- e) **DC/25/3198/FUL** | Rear extension to existing dwelling  
**43 St Andrews Road**  
Applicant: Mr K Hastie .....[Link to Documents](#)
- f) **DC/25/3156/FUL** | Front boundary wall and vehicle gates  
**39 High Road East**  
Applicant: Mrs Coles Hazelwood [Link to Documents](#)
- g) **DC/25/3140/FUL** | Installation of air-to-air heat pump  
**3 Park Court Langer Road**  
Applicant: Mr R Brown [Link to Documents](#)
- h) **DC/25/2738/FUL** | To replace current windows and doors with upvc windows and doors, including the replacement of fascias and soffits  
**1 Red Hall Court**  
Applicant: Mr D Sale [Link to Documents](#)
- i) **DC/25/3204/TCA** | 1no. Yew (T1 on plan) - Reduce in height and spread by up to 1.5 metres, and crown lift to a height of 2.5 metres 1no. Sycamore (T2 on plan) - Reduce in height and spread by up to 2.5 metres, and crown lift to 5.2 metres 1no. Dead Horse chestnut (T3 on plan) - Fell 1no. Yew (T4 on plan) - Reduce by 4 metres to turn back into a topiary hedge  
**The Coach House Northcliffe Court**  
Applicant: Mr P Kearney [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 24<sup>th</sup> September 2025 at 9.30am.

## **AGENDA ITEM 4: CONFIRMATION OF MINUTES**

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 27 August 2025 at 9.30am**

**PRESENT:** Cllr C Franklin (*in the Chair*)  
Cllr D Atchison  
Cllr N Barber  
Cllr S Bennett  
Cllr J Candy  
Cllr A Folley  
Cllr B Price

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

**In the absence of the Chairman, Cllr Corrine Franklin was elected to the Chair for this meeting.**

**Cllr Franklin in the Chair.**

### **129. PUBLIC QUESTION TIME**

None.

### **130. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr S Bird** and **Cllr M Morris**.

### **131. DECLARATIONS OF INTEREST**

The following Other Registerable Interests, to which no matters on the agenda were directly related, were noted:

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr A Folley Cllr J Candy	All	Other registerable interests (as a Member of East Suffolk Council)
Cllr S Bennett	All	Other registerable interests (as a Member of Suffolk County Council)
Cllr D Aitchison	133D	Other registerable interests (as Trustee to Level Two)

### **132. CONFIRMATION OF MINUTES**

**It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 6 August 2025 be confirmed as a true record.**

### 133. 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/25/3001/FUL</b>   Redevelopment of the site for continued HGV Fuel Provision and associate works  <b>Certus Terminal Dock Road Felixstowe Docks</b>
<b>Committee recommended APPROVAL.</b>	

<b>B</b>	<b>DC/25/2586/FUL</b>   Installation of two Automatic Number Plate Recognition (ANPR) pole mounted cameras and associated non-illuminated car park signage. <b>East Of England Supermarket 189 Hamilton Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>C</b>	<b>DC/25/2587/ADN</b>   Non-illuminated car park signage. <b>East Of England Supermarket 189 Hamilton Road</b>
<b>Committee recommended REFUSAL. Whilst Committee are not, in principle, opposed to the signage as per its comments to DC/25/2586/FUL (above), Members queried the extent of the parking restrictions proposed. The application denotes that it is only the Sainsbury's car park site being subject to the parking restrictions – which is as Members understand to be the case – however the location of the cameras as proposed under DC/25/2586/FUL appear to capture every vehicle entering and exiting the site, irrespective of using the Sainsbury's car park. Members are concerned about the impact of customers to the Range car park site and those dropping off and picking up from the Railway Station.</b>	

<b>D</b>	<b>DC/25/3010/VOC</b>   Variation of Condition No. 2d of DC/24/1914/FUL - Youth support and training facility with multimedia music & digital arts centre - Revised Drawing <b>Land Adjacent To Manning Amusement Park Micklegate Road</b>
<b>Committee recommended APPROVAL and welcome this application.</b>	

<b>E</b>	<b>DC/25/2921/FUL</b>   Removal of existing garage. New garage and garden room erected to side of the existing dwelling <b>44 Princes Road</b>
<b>Committee recommended APPROVAL.</b>	

<b>F</b>	<b>DC/25/2869/FUL</b>   Change of Use of studio to residential in connection with existing residential use. <b>Art Studio 36 Gainsborough Road</b>
<b>Committee recommended APPROVAL.</b>	

  

<b>G</b>	<b>DC/25/2995/FUL</b>   Retention of two banks of solar panels <b>Gulpher Hall Gulpher Road</b>
<b>Committee recommended APPROVAL.</b>	

  

<b>H</b>	<b>DC/25/3056/TCA</b>   Yew (T1 on plan) - Crown reduce by up to 1.25 metres <b>The Gatehouse Maybush Lane</b>
<b>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.</b>	

#### **134. PLANNING DECISIONS**

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

#### **135. CORRESPONDENCE**

East Suffolk Council advised that it has commissioned an independent review of our Planning Committees, including their processes and reporting, to support future reflection, transparency, and any necessary improvements.

To support the evidence-gathering for the final report, which has been commissioned to be undertaken by the Planning Advisory Service (PAS), the review process will include a series of brief interviews, to which the Town Council's Planning & Environment Committee has been invited to participate. As Chair of the Committee, Cllr S Bird will attend an interview, scheduled to take place in person at East Suffolk House office in Melton, Woodbridge on 3<sup>rd</sup> and 4<sup>th</sup> September 2025.

**Committee NOTED the correspondence.**

#### **136. CLOSURE**

The meeting was closed at 10.48am. It was noted that the next meeting was scheduled to take place on Wednesday 10<sup>th</sup> September 2025 at 9.30am.

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

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

<b>DC/25/1312/FUL</b>   Construction of new detached visitor toilet building adjacent to North Redoubt, to replace existing portaloos by South Redoubt, including pumped connection to mains drainage, and related works] <b>Landguard Fort View Point Road</b>
<b>DC/25/1313/LBC</b>   Construction of new detached visitor toilet building adjacent to North Redoubt, to replace existing portaloos by South Redoubt, including pumped connection to mains drainage, and related works] <b>Landguard Fort View Point Road</b>
<b>DC/25/2184/FUL</b>   Cart Lodge, Side Porch and Front balcony] <b>14 Foxgloves Gardens</b>
<b>DC/25/2350/FUL</b>   Retrospective Application - Re-cladding and replacement windows / doors and enlargement of balcony to the Riverside building <b>Felixstowe Ferry Sailing Club The Ferry</b>
<b>DC/25/2415/FUL</b>   Front windows and rear steps (above 300mm) <b>2 Foxgrove Lane</b>
<b>DC/25/2778/TCA</b> - 1no. Unknown species (adjacent to drain at front of property) - Fell <b>1 The Courts</b>

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

<b>DC/25/2629/TCA</b>   1no. Unknown species (marked on plan) - Fell 3no. Unknown species (marked on plan) - Pollard to 3 metres above ground level <b>1 The Courts</b>
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**Refused (and recommended for Approval by this Committee):** None

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