

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 22 July 2026 at 9.30am**

PRESENT: Cllr S Bird (Chair)
Cllr C Franklin (Vice-Chair) Cllr A Folley
Cllr D Aitchison Cllr B Price
Cllr S Bennett Cllr S Wiles

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

IN ATTENDANCE: Mr T Minns (Grounds and Maintenance Manager)
3 Members of the Public.

109. PUBLIC QUESTION TIME

None.

110. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr J Candy** and **Cllr T Gale**.

111. DECLARATIONS OF INTEREST

The following interests were noted. Where a specific item on the agenda was directly related to any Members' declared interest, their participation was restricted in accordance with the Code of Conduct:

Member(s)	Minute No.	Nature of Interest
Cllr S Bennett Cllr A Folley	All	Other Registerable Interest (as Member of East Suffolk Council)

All Members declared their interest in application DC/26/2235/FUL at Minute #113B below as Members of Felixstowe Town Council (the applicant).

Members advised that they were participating and voting by virtue of the dispensation granted by the Proper Officer. Members further confirmed that their consideration of the item would be strictly limited to material planning considerations.

Members were advised that, should any matters arise in the meeting that directly relate to any of their interests, they should make appropriate declarations at that time.

112. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 8 July 2026 be confirmed as a true record.

113. 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/26/0010/FUL Conversion of ground floor commercial unit to provide new homes, including minor ground floor infill (identical scheme to that allowed by APP/X3540/W/22/3290649) Melrose House 7 Sea Road
Committee recommended APPROVAL. We are disappointed at the minimal car parking provision but accept that limited provision is available on this site. We welcome the revised design which addresses our previous objection. The revised plan allows internal access to upper floors for all the proposed flats.	

At 10.00am, the Deputy Clerk moved to the public area.

B	DC/26/2235/FUL Replacement of existing gates to larger gates, these mark the entrance to the Felixstowe Cemetery and the road is not publicly accessible out of the cemetery opening hours. Cemetery Langley Avenue
Committee recommended APPROVAL.	

At 10.49am, the Deputy Clerk returned to the table. Committee adjourned, resuming at 10.55am.

C	DC/26/2427/TCA 1no. Sycamore (marked T1 on submitted plan) - Fell 17 Undercliff Road West
Committee OBJECTS to the felling of this tree. Whilst we recognise that, on a TCA notice, a reason is not required, the applicant in this case has given reasons which we do not feel are adequate. We understand that the tree is not diseased, dying or dangerous. Furthermore, it is a significant tree which is visible from the rear (i.e. Lincoln Terrace), contributes significantly to the public vista and therefore has public amenity value.	

D	DC/26/2473/TCA 1no. Beech (marked T1 on plan) - Fell 17 Martello Place Golf Road
Committee OBJECTS to the felling of this tree. Our view is that this tree significantly contributes to public amenity. Whilst we recognise that the applicant is not required to give a reason, we believe that the reasons presented are not adequate. In many cases disease within a beech tree can be treated and we believe that tree management would be appropriate rather than felling. Additionally we recognise that a replacement tree would take a significant number of years to mature and replace the lost value of this tree.	

114. EAST SUFFOLK COUNCIL NEW LOCAL PLAN: SCOPING CONSULTATION

Members considered the draft consultation submission which had been prepared following the previous meeting.

It was RESOLVED that the draft response be finalised as presented and submitted by the Town Clerk by 29 July 2026.

115. CONSULTATION: DRAFT EAST SUFFOLK TREE & HEDGEROW STRATEGY

Members considered the ESC Tree & Hedgerow Strategy consultation.

It was RESOLVED that Committee's comments be submitted to the online consultation.

116. PLANNING DECISIONS

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

117. CORRESPONDENCE

None

118. CLOSURE

The meeting was closed at 11.55am. It was noted that the next meeting was scheduled to take place on Wednesday 5 August 2026 at 9.30am.

Date: _____

Chairman: _____