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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 (Chair)
Cllr C Franklin (Vice-Chair)
Cllr D Aitchison
Cllr S Bennett
Cllr J Candy

Cllr A Folley
Cllr T Gale
Cllr B Price
Cllr S Wiles

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 7 October 2026 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/remote-meeting-guide>

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
30 September 2026

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 September 2026 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/26/3015/FUL** | Retrospective Application - Change of use from car sales (Sui Generis Use Class) to open air storage (B8 Use Class) (retrospective)

Land North Of Walton Avenue

Applicant: Cargo Secure Ltd

[Links to Documents](#)

- b) **DC/26/2907/FUL** | Two storey 3 bedroom family dwelling (Self Build)

Land Between No 7 And 11 Coniston Close

Applicant: Mrs A Serokosz

[Links to Documents](#)

- c) **DC/26/2793/CLE** | Lawful Development Certificate (Existing) - The use of the building known as the Old Pilot Hut, The Ferry, Felixstowe, IP11 9RZ, as a permanent residential dwelling, in breach of Condition 3 of planning permission C/13/1097.

Old Pilot Hut The Ferry

Applicant: Mr S Read

[Link to Documents](#)

- d) **DC/26/3359/FUL** | Single storey rear extension, following demolition of conservatory. Addition of roof lights to roof loft space. Addition of front porch pitch roof canopy.

44 St Georges Road

Applicant: Ms S Lyons

[Link to Documents](#)

- e) **DC/26/3279/AND** | Non Illuminated Advertisement Consent -
Replacement of existing 'NATIONAL COASTWATCH' sign on south east facing fascia above NCI Lookout windows on top of Martello Tower P, and an additional new sign 'CALL US ON CH65' on the south facing fascia. The original sign has been in place for over ten years and is delaminating badly. It is believed that the original sign may have schedule 13 consent already, if not full approval. The second sign would be new. Both signs would be powder coated aluminium in Pantone 2768 (RGB 12.28.71, CMYK,100,100,36,43),dark blue, with white lettering in Arial Bold. The signs would almost fill both fascias as stated above. Whilst the NCI lookout is on top of the Martello Tower P scheduled monument, the lookout is not part of that scheduled monument as of 2026 April
Coastwatch Offices Martello Tower P South Seafront Langer Road
Applicant: Mr Barratt White, NCI Felixstowe [Link to Documents](#)
- f) **DC/26/3041/FUL** | Orangery extension to replace existing conservatory
17A Beatrice Avenue
Applicant: Mr C Goodie [Link to Documents](#)
- g) **DC/26/3195/FUL** | Erection of a timber garden cabin to accommodate a golf simulator.
7 Newry Avenue
Applicant: Mr J Gibbs, ArchOM [Link to Documents](#)
- h) **DC/26/3296/TPO** | G1 of TPO No. 140 / 2000 1no. Holm oak (1 on plan)
- Crown lift by up to 6 metres above ground level
7 Foxgrove Gardens
Applicant: Mr J Fletcher [Link to Documents](#)
- i) **DC/26/3254/TCA** | 1no. Ash (marked on plan) - Re-pollard to previous pruning points
22 Barton Road
Applicant: Mr S Markham, Ginkgo Tree Surgery Ltd [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 7-8)

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 21 October 2026 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES
**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 23 September 2026 at 9.30am**

PRESENT: Cllr S Bird (Chair) Cllr J Candy
Cllr C Franklin (Vice-Chair) Cllr A Folley
Cllr S Bennett Cllr S Wiles

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

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

182. PUBLIC QUESTION TIME

None.

183. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr D Aitchison, Cllr T Gale, and Cllr B Price.**

184. 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 J Candy Cllr A Folley	All	Other Registerable Interest (as Member of East Suffolk Council)

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.

185. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 9 September 2026 be confirmed as a true record.

186. 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/26/2992/FUL Replacement of store front elevations at ground floor level. 61 Hamilton Road
Committee recommended APPROVAL.	

B	DC/26/3007/ADI Illuminated Advertisement Consent - Installation of fascia signage with through light accompanied by projecting sign 61 Hamilton Road
Committee recommended APPROVAL.	

C	DC/26/3039/FUL Replacement of the existing rooflight with a new lantern turret. Christ Church Felixstowe Grange Farm Avenue
Committee recommended APPROVAL.	

D	DC/26/3018/FUL Rear extension 44 Looe Road
Committee recommended APPROVAL.	

E	DC/26/3069/VOC Variation of Condition No. 2 of DC/24/2393/FUL - Single storey front extension and two storey rear extension with raised roof front with front and rear balconies and internal alterations. - Refinements to the internal arrangement, fenestration, roof detailing and external access, together with a limited increase in the depth of the approved rear extension 91 Cliff Road
Committee recommended APPROVAL.	

F	DC/26/3145/TCA 1no. Pittosporum (red circle on plan) - Fell 87 Queens Road
Committee OBJECTS to the proposed felling of this tree. We have had regard to the criterion for applying a TPO. We believe that this tree is not only visible from the public realm but plays a significant part of the public vista on this road. Furthermore, we feel that the reason given for felling is neither sufficient nor adequate and we believe that appropriate tree management would be more applicable. We understand, in terms of this particular species, offending root	

material – which are shallow and fibrous - can be professionally cut back without endangering the life or viability of the tree. As such, Committee requests that the ESC Arboricultural Officer considers a TPO for this tree.

187. PLANNING DECISIONS

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

188. CORRESPONDENCE

i) DC/26/2677/TCA - 26 Cavendish Road

Members noted the correspondence from the ESC Arboricultural Officer confirming that the trees did not meet the criteria for a Tree Protection Order. Members discussed the unsatisfactory framework for the protection of trees. With Committee's support the Chair would put a Motion to Council to write to the Secretary of State for Housing, Communities and Local Government and NALC seeking a review of the rules.

ii) ESC Planning Forum 16 September

The Planning Administration Assistant reported attendance at the above where forthcoming changes to the way planning applications are processed and determined, particularly in relation to Schedule 1 householder applications, were discussed. It was noted that ESC were intending to continue to report back to town and parish councils on occasions where the planning officers' minded-to decision was contrary to the recommendation of the local council.

iii) Tourism signage at Gt. Eastern Square.

The Clerk reported correspondence from a local art group on the lack of wayfinding signage at Gt. Eastern Square. It was noted that ESC were exploring an opportunity to improve signage to direct visitors from car parks into town or key points that do not exist currently, including maps and local information. It was also noted that an ESC project to refresh signage along the seafront could be supplemented to include the town centre, perhaps via CIL funding, and so will be referred to the CIL Working Group.

189. CLOSURE

The meeting was closed at 11.12am. It was noted that the next meeting was scheduled to take place on Wednesday 7 October 2026 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/25/4593/FUL Application for Full Planning Permission - Plant Equipment, Shopfront Alterations and New Signage. 85 Hamilton Road
DC/26/2788/FUL Single storey rear extension 27 Wentworth Drive
DC/26/3083/CON Consultation - Pavement Licence - 5 tables and 12 chairs, Area outside premises located on the shared road space, 7m x 3m, Monday to Sunday 10:00 to 16:00 Costa Coffee 74-76 Hamilton Road
DC/26/2609/FUL Single storey front and side extensions and works to driveway 127 St Andrews Road
DC/26/3035/CON Consultation - Renewal of pavement licence 3 tables and 12 chairs. Seating area in front of the premises 6m x 3.7m (in front of window) 6m x 3m (in front of bin store) Monday to Wednesday 07:30 - 17:00, Thursday to Sunday 07:30 - 22:00 (this is a slight reduction in times Mon to Weds) Rubys 1 Bent Hill
DC/26/2930/TCA 1no. Holm Oak (T1 on plan) - Re-pollard at 1.5 metres above ground 8 Hamilton Gardens
DC/26/2779/TPO ESCC/64/00051 - W1 1 no. Scots Pine (red circle on submitted map) - Remove deadwood, thin crown by 20% 6 The Pines

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

DC/26/2677/TCA 2no. Japanese Spindle Trees (Euonymus Japonica) (marked 1 & 8 on submitted plan) - Fell 1no. Red Robin tree/shrub (marked 2 on submitted plan) - Fell 1no. Elderberry (marked 3 on plan) - Fell 3no. Buddleia (marked 4, 5 & 6 on submitted plan) - Fell 1no. Rowan (marked 7 on submitted plan) - Fell 26 Cavendish Road

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

Refused (and recommended for Refusal by this Committee):

DC/25/3207/FUL Formation of vehicular access and erection of self-service vehicle jet washers, customer and staff parking and associated development 201 Hamilton Road

Withdrawn

DC/26/1398/VOC | Variation of Condition No. 02(d), 02(f) & 07 of
DC/25/3010/VOC - Variation of Condition No. 2d of DC/24/1914/FUL - Youth
support and training facility with multimedia music & digital arts centre -
addition of external lift shaft and fire lobby
Land Adjacent To Manning Amusement Park Micklegate Road