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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 N Barber
Cllr S Bennett

Cllr J Candy
Cllr A Folley
Cllr T Gale
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 June 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
3 June 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 27 May 2026 as a true record. **(Pages 5-7)**

5. **Planning Applications**

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

- a) **DC/26/1399/FUL** | Ground based Bio Diverse planting, surface water drainage from Level Two building and paving slabs to access art wall.
Land Adjacent Mannings Amusement Park Micklegate Road
Applicant: Level Two & Mannings Amusement Park
[Link to Documents](#)

- b) **DC/26/1663/FUL** | Retrospective Application - Retention of Waste Compactor
Mannings Amusement Park Sea Road
Applicant: Manning's Amusements Ltd
[Link to Documents](#)

- c) **DC/26/1152/FUL** | Installation of new 1no. Gas Cooler, 1no. De-superheater and 1no. Refrigeration Pack onto a new concrete plinth at ground floor level within the service yard
Morrisons Supermarket Grange Farm Avenue
Applicant: Mr C Rose, Morrisons
[Link to Documents](#)

- d) **DC/26/1358/FUL** | Alterations to existing dwelling including lowering existing roof terrace
Clumber Lodge 8 Montague Road
Applicant: Mr & Mrs Davison
[Link to Documents](#)

- e) **DC/26/1572/FUL** | Vehicular access
25 High Road West
Applicant: Mr J Murrell [Link to Documents](#)
- f) **DC/26/1681/FUL** | Retrospective application for front boundary walls, gates and replacement railings at 30 High Road East
30 High Road East
Applicant: Mr L Luttrell [Link to Documents](#)
- g) **DC/26/1706/FUL** | Repair and rebuild of existing boundary brick wall adjoining Grade II listed property.
The Firs Residential Home 186 Grange Road
Applicant: Mr Bartholemew, Anchor Hanover [Link to Documents](#)
- h) **DC/26/1707/LBC** | Listed Building Consent - Repair and rebuild of existing boundary brick wall adjoining Grade II listed property.
The Firs Residential Home 186 Grange Road
Applicant: Mr Bartholemew, Anchor Hanover [Link to Documents](#)
- i) **DC/26/1656/FUL** | Change front door and toplight
5 Quilter Road
Applicant: Mr A Rose [Link to Documents](#)
- j) **DC/26/1604/TCA** |1no. Plane (T2 on plan) - Reduce to previous pruning points, as indicated on photograph 1no. Sycamore (T3 on plan) - Remove central dead branch and reduce 2 x branches marked on photograph
Morwenna 17 Beach Road East
Applicant: Prof E Candy [Link to Documents](#)
- k) **DC/26/1752/TCA** | 1no. Group of mixed species (G1 on plan) - Crown lift to 4 metres and reduce away from building back to the boundary line
7 Undercliff Road West
Applicant: Mr Adburahman, Orbit Housing Ass. [Link to Documents](#)
- l) **DC/26/1753/TCA**|1no. Sycamore (5 on plan) - Lateral reduction on building side back to boundary line
Behind 17 Undercliff Road West
Applicant: Mr Adburahman, Orbit Housing Ass. [Link to Documents](#)
- m) **DC/26/1754/TCA** | 1no. Unknown broadleaf (3 on plan) - Reduce back to boundary line
17 Undercliff Road West
Applicant: Mr Adburahman, Orbit Housing Ass. [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 24th June 2026 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe**, on **Wednesday 27 May 2026** at **9.30am**

PRESENT: Cllr S Bird (Chair)
Cllr C Franklin (Vice-Chair) Cllr A Folley
Cllr N Barber Cllr T Gale
Cllr S Bennett Cllr B Price

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

19. PUBLIC QUESTION TIME

None.

20. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr D Aitchison** and **Cllr J Candy**.

21. 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 Members of East Suffolk Council)
Cllr T Gale	All	Other Registerable Interest (as Member of Suffolk County Council)
Cllr A Folley	23C	Other Registerable Interest (as close relationship to applicant)

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.

Having determined that item 23C was materially relevant to their declared interest, Cllr Folley left the Chamber prior to and during the consideration of that item.

22. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee meeting held on 13 May 2026** be confirmed as a true record.

23. 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/25/4256/FUL Change of use from offices to flats 108 Queens Road
Committee recommended APPROVAL.	

B	DC/26/1472/FUL Single storey front extension 13 Grasmere Avenue
Committee recommended APPROVAL.	

At this point, 9.57am, Cllr Folley left the Chamber.

C	DC/26/1432/FUL PV Panels - front and rear of house 12 Stanley Road
Committee recommended APPROVAL.	

Cllr Folley returned, 10.04am.

D	DC/26/1468/FUL Single Storey Side Extension and Property Re-Roof 3 Western Avenue
Committee recommended APPROVAL.	

E	DC/26/0834/LBC Listed Building Consent - Isolation and removal of existing sanitaryware, to cut up a section of flooring 2sm to expose joist extension carefully, propping up of existing joists, removal of existing flooring / floorboards to bathroom above steels, removal of existing rotten steels. Installation of Concrete Supreme R15A Lintels to replace. Extension of joists and not sufficient bearing. 10mm ply to timber base. Fit and fit new non slip flooring - Client to confirm colours. Paint bathroom complete - Client to confirm colours. Refit all white goods previously removed. The Old Vicarage 90 Grange Road
Committee recommended APPROVAL.	

24. PLANNING DECISIONS

It was **RESOLVED** that the decisions on planning applications by East Suffolk Council, notified to the Town Council since the previous meeting, be received and noted.

25. CORRESPONDENCE

i. Application for Pavement Licence - Cookie Barista, Hamilton Road

Committee noted the application for a new pavement licence for eight 50cm metal chairs and two 80cm metal tables, to be placed outside daily from Monday to Sunday, covering a space of 1m x 4m from 10am to 4pm. It was noted that a 1.5m clearance space from the storefront would be maintained to allow pedestrians free passage.

Committee supported this application in principle but expressed concerns regarding its proximity to the tactile paving and the consequential impact on visually impaired and other pedestrians. Committee therefore requested that ESC Licensing consider the guidance from Disability Rights UK and evaluate whether relocating the tables and chairs flush against the shop front would mitigate these access concerns while maintaining safe thoroughfare.

ii. Application DC/25/3200/FUL - Ground and First Floor Extensions to self-contained Flats to create additional bedrooms - at Ellis House (9-11 York Road).

Committee noted that this application had been presented to the ESC Referral Panel, which determined that the matter would be delegated to officers and approved.

26. CLOSURE

The meeting was closed at 10.49am. It was noted that the next meeting was scheduled to take place on Wednesday 10 June 2026 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/26/0261/FUL Change of use from a C3 home to a C2 residential children's home 26 Princes Road
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DC/26/1135/FUL Proposed single storey rear extension. 22 Colneis Road
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DC/26/1307/FUL Single Storey Rear Extension and Replacement Garage. Existing rendered walls to be clad with Hardie-planks 96 Looe Road
--

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

DC/25/3200/FUL Ground and First Floor Extensions to self-contained Flats to create additional bedrooms Ellis House 9 York Road
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Refused (and recommended for Approval by this Committee): None

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