MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe,** on **Wednesday 4 November 2026** at **9.30am**

PRESENT: Cllr S Bird (Chair)
Cllr C Franklin (Vice Chair)
Cllr J Candy
Cllr A Folley
Cllr T Gale
Cllr B Price
Cllr S Wiles

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

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

238. PUBLIC QUESTION TIME

None.

239. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr D Aitchison** and **Cllr S Bennett**.

240. 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 J Candy Cllr A Folley	All	Other Registerable Interest (as Member of East Suffolk Council)
Cllr T Gale	All	Other Registerable Interest (as Member of Suffolk County 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.

241. CONFIRMATION OF MINUTES

Subject to removing the entry of Cllr Franklin in Minute #223, Declaration of Interests, it was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 21 October 2026 be confirmed as a true record.

242. 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/26/3189/HAZ |** Hazardous Substance Application - Storage and distribution only; no manufacturing, treatment, blending, repacking or other industrial process. **Unit G Dooley Road**
	Committee recommended REFUSAL. **We have taken careful note of the comments from the HSE statutory consultee. HSE is not satisfied that the required and sufficient information has been provided to enable the appropriate consideration of the necessary risk assessment, and to give their approval. In the absence of this we feel compelled to concur with the HSE.** **In addition we have concerns due to the fact that Felixstowe effectively has only one route in and out, and therefore any potential accident involving the distribution of these chemicals could result in endangerment of the residents of Felixstowe. We would therefore condition any potential approval on a satisfactory response from National Highways and the Joint Emergency Planning Unit.**

B	**DC/26/3527/FUL|** Installation of combined defibrillator and bleed kit cabinet to external wall of Nationwide Building Society branch. **72 Hamilton Road**
	Committee recommended APPROVAL. We would ask that access to the cabinets be kept clear at all times.

C	**DC/26/3498/FUL |** Single storey front porch extension to No's 1 & 2, internal and external alterations to reconfigure the layout of both cottages to combine into one dwelling **Park Farm Cottages Hyems Lane**
	Committee welcomes the sympathetic improvements to this historic Listed Building. We therefore recommend APPROVAL, subject to the applicant complying with the requirements of ESC Design and Heritage.

D	**DC/26/3499/LBC |** Listed Building Consent - Single storey front porch extension to No's 1 & 2, internal and external alterations to reconfigure the layout of both cottages to combine into one dwelling. **Park Farm Cottages Hyems Lane**
	Committee welcomes the sympathetic improvements to this historic Listed Building. We therefore recommend APPROVAL, subject to the applicant complying with the requirements of ESC Design and Heritage.

E	**DC/26/3681/FUL |** Construction of single storey rear extension **14 Chaucer Road**
	Committee recommended APPROVAL.

F	**DC/26/3686/FUL |** Single-storey extension to provide front entrance porch and enlarged store/ cycle storage. **6 Western Avenue**
	Committee recommended APPROVAL.

G	**DC/26/3670/FUL |** Introduction of dormer windows to the front and rear elevations allowing for loft conversion works. **26 Dellwood Avenue**
	Committee recommended APPROVAL.

243. PLANNING DECISIONS

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

244. CORRESPONDENCE

i) East Suffolk Local Plan
Committee noted that East Suffolk Council had published Gateway 1 under the Government's new plan-making system, formally commencing the 30-month period for preparation and adoption of a new Local Plan by April 2029. The Plan will guide development across East Suffolk up to 2045.

ii) East Suffolk Indoor Sports Facilities Study
Committee noted a request from East Suffolk Council and KKP for town and parish councils to contribute to a district-wide assessment of indoor sports and physical activity facilities. Committee agreed to consider a response at its next meeting on 18 November 2026, and instructed the Clerk to circulate the survey questions and available information on known indoor sports/community spaces in Felixstowe, inviting comments from all councillors ahead of the meeting.

245. CLOSURE

The meeting was closed at 11.06am. It was noted that the next meeting was scheduled to take place on Wednesday 18 November 2026 at 9.30am.

Date: _____ Chairman: _____