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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 24 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
18 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 10 June 2026 as a true record. **(Pages 4-7)**

5. **Planning Applications**

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

- a) **DC/26/1744/FUL** | Removal of poorly constructed single storey extension and conservatory and replaced with one single storey rear extension, removal of prefab garage to be replaced with a double garage with a room above
19 High Road East
Applicant: Ms S Cannings ACW Installations [Link to Documents](#)

- b) **DC/26/1870/FUL** | Bay window to converted garage. Cart Lodge
13 Thornley Road
Applicant: Mr & Mrs D Sharples [Link to Documents](#)

- c) **DC/26/1922/FUL** | Construction of rear extension and alteration to kitchen
12 Lansdowne Road
Applicant: Mr & Mrs Matthews [Link to Documents](#)

- d) **DC/26/1914/FUL** | Single storey rear extension
78 Maidstone Road
Applicant: Ms Z Sorrell [Link to Documents](#)

- e) **DC/26/2036/TCA**1no. Cherry (marked on plan) - Fell The tree is not 20cm at breast height but please feel free to have a look.

6 Quilter Road

Applicant: 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 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 8 July 2026 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 10 June 2026 at 9.30am**

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

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

41. PUBLIC QUESTION TIME

None.

42. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr D Aitchison** and **Cllr A Folley**.

43. 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	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.

44. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 27 May 2026 be confirmed as a true record.

45. 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/26/1399/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
Committee recommended APPROVAL.	
B	DC/26/1663/FUL Retrospective Application - Retention of Waste Compactor Mannings Amusement Park Sea Road
Committee recommended APPROVAL.	
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
Committee recommended APPROVAL subject to ESC Environmental Protection being content as to the level of noise output or that the necessary mitigations be implemented to meet acceptable noise output.	
D	DC/26/1358/FUL Alterations to existing dwelling including lowering existing roof terrace Clumber Lodge 8 Montague Road
Committee recommended APPROVAL.	
E	DC/26/1572/FUL Vehicular access 25 High Road
Committee recommended APPROVAL.	
F	DC/26/1681/FUL Retrospective application for front boundary walls, gates and replacement railings at 30 High Road East 30 High Road East
Committee recommended REFUSAL. We recognise the requirement from SCC Highways that there is a minimum of 5m from the gates to the edge of the carriageway. Insofar as Committee could ascertain, that distance is less than 5m.	
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
Committee recommended APPROVAL.	

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
Committee recommended APPROVAL.	

I	DC/26/1656/FUL Change front door and top-light 5 Quilter Road
Committee recommended APPROVAL.	

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
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

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
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

L	DC/26/1753/TCA 1no. Sycamore (5 on plan) - Lateral reduction on building side back to boundary line Behind 17 Undercliff Road West
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

M	DC/26/1754/TCA 1no. Unknown broadleaf (3 on plan) - Reduce back to boundary line 17 Undercliff Road West
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

46. PLANNING DECISIONS

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

47. CORRESPONDENCE

i. Local Plan timetable published.

ESC had published the timescale of the new Local Plan that will guide how the area grows and develops up to 2045. The Local Plan would set out where new homes, jobs, infrastructure, and community facilities should be located and was scheduled for adoption in April 2029.

Committee noted the timetable.

ii. Invitation to Local Plan briefing session

ESC were inviting town and parish councils to attend an online briefing where for an overview of the Local Plan Scoping Consultation. The one hour sessions would be held on: Tuesday 16th June at 10am and Monday 22nd June at 5pm. Up to 3 attendees per town or parish council were invited.

Agreed that Cllr Franklin, Cllr Gale and the Planning Administration Assistant would attend the briefing on behalf of the Committee.

iii. DC/25/4807/FUL 39 High Road East.

The planning application was presented to the referral panel as the planning officer's minded-to recommendation of approval was contrary to the objection raised by Felixstowe Town Council to the proposed scheme. Consequently the Referral Panel had referred determination of the application to the 23rd June 2026 ESC Planning Committee.

Agreed that the Chair would attend the meeting on behalf of Committee.

iv. Application for Pavement Licence - Wimpy, 77 Hamilton Road

This new licence application for 3 tables and 8 chairs, with a small barrier alongside the tables. Times to be Monday to Sunday 08:30 to 19:00. Should this application be granted the licence will last for 2 years.

Committee welcomed the application and supported the proposals.

v. Vehicles Access to the Promenade, accessing the promenade and parking for extended periods without authorisation.

ESC and SCC were investigating measures to prevent unauthorised vehicles accessing the Prom. The two potential interventions being considered included physical lockable bollards at vehicular access points, or a restricted parking zone indicated by signage at access points.

Following discussion, Committee expressed a preference for signage over physical obstructions.

48. CLOSURE

The meeting was closed at 12.15pm. It was noted that the next meeting was scheduled to take place on Wednesday 24th June 2026 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/26/1484/VOC | Variation of Condition No. 2 of DC/26/0286/FUL - Single story rear extension to existing dwelling - External wall element change from cladding to dark colour brick
42 High Road East

DC/26/1028/CLP | Certificate of Lawful Use (Proposed) - Use of Land to Station a Mobile Home (Granny Annexe)
12 Quilter Road

DC/26/1978/CON | Consultation - 3 tables and 8 chairs
Wimpy 77 Hamilton Road

DC/26/1872/CON | Consultation - 2 tables and 8 chairs. Size of seating area: front of the premises 5.5m X 1.8m
50 Hamilton Road

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

DC/26/1406/TCA | 1no. Stone pine (red circle on plan) - Remove all limbs to leave main stem as habitat monolith
69 Tomline Road

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

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