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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 9 September 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
2 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 26 August 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/26/2667/ADI** | Illuminated Advertisement Consent - Erection of illuminated and non-illuminated signs to the exterior of the building: Sign A - Two x sets of individual house name letters with trough light Sign B - One x new double sided pictorial to new bracket/boot and post with new linolites Sign C - One x new poster case Sign D - One x sign written transom location TBC Sign E - Two x directional signs to existing posts Sign F - Three x gold window decals
The White Horse 33 Church Road
Applicant: Punch Taverns Ltd [Links to Documents](#)
- b) **DC/26/2857/ADI** | Illuminated Advertisement Consent - Removal of old Volvo signage and display of new Volvo signage
Volvo Truck And Bus Bryon Avenue The Docks
Applicant: Mr M Freeman, Volvo Truck [Links to Documents](#)
- c) **DC/26/1399/FUL** | Proposal: Revised scheme (following the grant of time-limited Planning Permission DC/24/1914/FUL, as amended by DC/25/3010/VOC) for a Youth Support and Training Facility incorporating a multimedia music and digital arts centre and counselling rooms, including an enlarged application site area, omission of the approved green roof, a new surface water drainage strategy, ground based biodiverse planting, landscaping and associated works, cabinet structure (part retrospective)

Land Adjacent Mannings Amusement Park Micklegate Road

Applicant Mr R Allerton Riba

[Link to Documents](#)

- d) **DC/26/2827/CON** | To improve and reinforce the existing local electricity network at Brook Lane, Felixstowe. UKPN propose to replace the existing 8m medium low voltage pole with a 10m stout pole to allow for the removal of the stay wire. To facilitate the improvement of the local network, the existing pole and overhead wires must both be upgraded shown on the attached plan.

9 Brook Lane

Applicant: UK Powernet Network (UKPN)

[Link to Documents](#)

- e) **DC/26/2973/FUL** | Single storey front extension, single & two storey rear extension & alterations

2 Rosemary Avenue

Applicant: Mr P Adams

[Link to Documents](#)

- f) **DC/26/2706/FUL** | Conversion of existing 2 Bed Flat to create 2 x 1 Bedroom Flats

Flat 1 Colbourn Court 11 Ranelagh Road

Applicant:

[Link to Documents](#)

- g) **DC/26/2991/FUL** | Proposed loft conversion

Dalesview 7 Margaret Street

Applicant: Mr & Mrs Baker

[Link to Documents](#)

- h) **DC/26/2891/FUL** | External AC condenser

Flat 1 The Old Rectory 52 Princes Road

Applicant: Mrs Laflin, Robert Allerton Arch.

[Link to Documents](#)

- i) **DC/26/2697/TPO** | TPO No. 217 / 2007 1no. Sycamore (T1 on Order, red circle on plan) - Fell

337 High Street Walton

Applicant: Mr Markham, Ginkgo Tree Surgery Ltd

[Link to Documents](#)

- j) **DC/26/2930/TCA** | 1no. Holm Oak (T1 on plan) - Re-pollard at 1.5 metres above ground

3 Hamilton Gardens

Applicant: Mr T Yeo

[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 23 September 2026 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES
MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at
TOWN HALL, Felixstowe, on Wednesday 26 August 2026 at 9.30am

PRESENT: Cllr S Bird (Chair) Cllr A Folley
Cllr C Franklin (Vice-Chair) Cllr T Gale
Cllr D Aitchison (*from item #131B*) Cllr B Price
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.

127. PUBLIC QUESTION TIME

None.

128. APOLOGIES FOR ABSENCE

Apologies for lateness were received from **Cllr D Aitchison**.

129. 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)
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.

130. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 5 August 2026 be confirmed as a true record.

131. 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/26/2621/DEM Prior Notification - Demolition of three buildings within the Port of Felixstowe - Walton House, Trimley House and South Engineering workshop. The Port Of Felixstowe Dock Road The Docks
Committee had NO OBJECTIONS to this notification.	

At this point, 9.37am, Cllr Aitchison joined the meeting.

B	DC/26/2683/VOC Variation of Condition No. 2 and Discharge of Conditions Nos., 3, 4, 5, 6 ,7 of DC/25/0907/FUL - Construction of a single storey detached building for Felixstowe Sea Cadet headquarters (three existing structures to be demolished) - 2. Amendment to plans and elevations and discharge of - 3. Tree Protection Plan (TPP) and Arboricultural Method Statement (AMS)- 4. Site investigation - 5 and 6. Remediation Strategy. - 7. contamination verification report Hall 137 Garrison Lane
Committee recommended APPROVAL.	

C	DC/26/2609/FUL Proposal: Single storey front and side extensions and works to driveway 127 St Andrews Road
Committee recommended APPROVAL.	

D	DC/26/2722/FUL Replacement Garage and Garden Room and External Alterations Conifers 11 High Beach
Committee recommended APPROVAL, we believe that this proposal will enhance the appearance of this dwelling, particularly in terms of the brick built garage in the Conservation Area.	

E	DC/26/2788/FUL Single storey rear extension 27 Wentworth Drive
Committee recommended APPROVAL.	

F	DC/26/1613/FUL External redecoration of the building (like-for-like) and replacement of the side section of the bay window on the Orwell Road elevation; and the small sash window above the decorative railings on the Leopold Road elevation Edward Cordy House Orwell Road
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Committee recommended APPROVAL.

G	DC/26/2863/TCA 1no. Cherry (marked on plan) - Overall crown reduction by 2 metres 45 Bath Road
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Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.

H	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
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Committee OBJECTS to the felling of these trees. Committee requests that consideration be given to a TPO for this group of trees as they provide public amenity value in an otherwise sparsely vegetated location in the Conservation Area, and much needed habitat and contribution to the natural environment. Committee would have no objections to careful and appropriate management of these trees, subject to the guidance of the East Suffolk Council's Arboricultural Officer.

I	DC/26/2752/TCA 1 no. Oak (marked T1 on plan) - Reduce crown by 25% and shape to clear BT line St Felix Church Gainsborough Road
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Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.

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

K	DC/26/2724/TPO SCDC/00/00140 - G1 1no. Holm Oak (marked T1 on plan) - Reduce east side of crown back to boundary away from neighbouring garage 11 Foxgrove Gardens
Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer.	

132. PLANNING DECISIONS

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

133. NATIONAL PLANNING POLICY FRAMEWORK – IMPLICATION FOR FELIXSTOWE

Committee noted the revised National Planning Policy Framework (NPPF). The Chair highlighted some of the changes from the previous edition, as well as the retention of policies such as N3 (previously paragraph 136), which refers to the expectation for tree-lined streets in new development, unless there are clear, justifiable and compelling reasons why this would be inappropriate, and HC5 (formerly paragraph 97), which sets out criteria for the consideration of hot food takeaways and fast-food outlets, including their proximity to schools and other places where children and young people congregate and potential impacts on health, pollution and anti-social behaviour.

It was also noted that the substantive provisions relating to highways had been retained, with development proposals to be refused where they would have a severe adverse impact on the transport network or an unacceptable impact on highway safety, taking account of relevant mitigation and wider network improvements.

Committee noted the publication of the revised National Planning Policy Framework.

134. CORRESPONDENCE

None

135. CLOSURE

The meeting was closed at 11.22am. It was noted that the next meeting was scheduled to take place on Wednesday 9 September 2026 at 9.30am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/26/1113/VOC | Application to vary condition 9a (approved plans) of DC/24/0773/VOC (amended scheme to that approved under DC/21/0541/FUL) in relation to the design and layout of the roofs of the apartments and dwellings (to reduce the extent of solar PV and green roof provision). Variation of all conditions relating to the Outline consent of DC/24/0773/VOC and condition 1 (approved plans), condition 2 (cricket building materials), condition 4 (green roofs) and condition 9 (operation hours) of the Reserved Matters consent DC/24/2048/ARM to amend the approved plans and drainage strategy (by substituting the green roof of the cricket pavilion for alternative drainage strategies) and amend the operation hours (to allow for operation of the cricket club between 09:00hrs to 23:00hrs inclusive).

Former Deben High School Garrison Lane

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

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

Approved by ESC (recommended for Refusal by this Committee): None

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

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