

**Unconfirmed**



Minutes of a Meeting of the **Planning Committee South** held in the Deben Conference Room, East Suffolk House, Melton, on **Tuesday, 24 October 2023 at 2.00pm.**

**Members of the Committee present:**

Councillor Tom Daly, Councillor Mike Deacon, Councillor John Fisher, Councillor Colin Hedgley, Councillor Debbie McCallum, Councillor Mike Ninnmey, Councillor Mark Packard, Councillor Rosie Smithson

**Other Members present:**

Councillor Sarah Plummer

**Officers present:**

Jamie Behling (Assistant Planner), Sarah Davis (Democratic Services Officer (Scrutiny and Member Development)), Matt Makin (Democratic Services Officer (Regulatory)), Rachel Smith (Principal Planner (Development Management, Central Area Lead)), Dominic Starkey (Assistant Enforcement Officer (Development Management)), Ben Woolnough (Planning Manager (Development Management, Major Sites and Infrastructure))

---

**1 Apologies for Absence and Substitutions**

Apologies were received from Councillor Katie Graham; Councillor Sarah Plummer attended the meeting as her substitute.

**2 Declarations of Interest**

Councillor Mike Deacon declared an Other Registerable Interest in item 6 of the agenda as a member of Felixstowe Town Council.

Councillor Rosie Smithson declared an Other Registerable Interest in item 6 of the agenda as a ward member for Western Felixstowe.

**3 Declarations of Lobbying and Responses to Lobbying**

No declarations of lobbying were made.

**4 Minutes**

On the proposition of Councillor Hedgley, seconded by Councillor Fisher, it was by a unanimous vote

## RESOLVED

That the minutes of the meeting held on 22 August 2023 be agreed as a correct record and signed by the Chair, subject to the following amendment:

- Page 5, paragraph 7 - amend the first line to read "Councillor Fisher highlighted how beneficial the site visit had been and added that he[...]".

### 5 East Suffolk Enforcement Action - Case Update

The Committee received report **ES/1706** of the Head of Planning and Coastal Management, which provided a summary of the status of all outstanding enforcement cases for East Suffolk Council where enforcement action has either been sanctioned under delegated powers or through the Committee up until 21 September 2023. At that time there were 22 such cases.

The Chair invited the Assistant Enforcement Officer (Development Management) to comment on the report. The Assistant Enforcement Officer noted that since the publication of the report, there were further updates on two cases;

- Case A.5 (Land at Garage Block North Of 2, Chepstow Road, Felixstowe) - an appeal has been submitted and the case will be updated accordingly ahead of the next report to the Committee.
- Case B.2 ( 6 Upper Olland Street, Bungay) - the case had been heard at the High Court and fines and fees had been issued.

The Chair invited questions to the officers. In response to a question from Councillor McCallum regarding a case not included in the report, the Assistant Enforcement Officer agreed to contact her outside of the meeting.

There being no further questions the Chair sought a proposer and seconder for the recommendation set out in the report. On the proposition of Councillor Deacon, seconded by Councillor McCallum, it was by a unanimous vote

## RESOLVED

That the outstanding enforcement matters up to 21 September 2023 be noted.

### 6 DC/23/3039/FUL - Office, Wardens House, View Point Road, Felixstowe, IP11 3TW

The Committee received report **ES/1707** of the Head of Planning and Coastal Management, which related to planning application DC/23/3039/FUL. The application sought planning permission for the installation of 14 solar panels to the southeast and southwest roof pitches of Landguard Bungalow, View Point Road, Felixstowe.

The application was before the Committee for determination as it was considered that the Council had an interest in the site; although the Council was not the owner of the site nor the applicant it leased the building as accommodation for its Landguard Ranger.

The Committee received a presentation from the Planning Manager (Development Management, Major Sites and Infrastructure), on behalf of the case officer for the application. The site's location was outlined and the Committee received aerial photographs of the site and the wider area. The Planning Manager highlighted the proximity of a Grade I listed structure, Landguard Fort, and a scheduled monument.

The Committee was apprised of extant planning permission on the site granted under application DC/22/2466/FUL, for a replacement extension, and the Planning Manager explained that the proposed installation of solar panels related to both the existing and planned extension.

The Planning Manager displayed the existing and proposed roof plans and highlighted the planned positioning of the solar panels. The Committee was also shown the existing and proposed elevations along with photographs showing views towards the site from various locations and directions.

The recommendation to approve the application was outlined to the Committee.

There being no questions to officers or public speaking, the Chair invited the Committee to debate the application that was before it. Councillor Deacon said he was very familiar with the site, which he considered was located within an incredible landscape, and was convinced that the proposals would not be detrimental to the area.

There being no further debate the Chair sought a proposer and seconder for the recommendation to approve the application. On the proposition of Councillor Deacon, seconded by Councillor Hedgley, it was by a unanimous vote

## **RESOLVED**

That the application be **APPROVED** subject to the following conditions:

1. The development hereby permitted shall be begun within a period of three years beginning with the date of this permission.

Reason: In accordance with Section 91 of the Town and Country Planning Act 1990 as amended.

2. The development hereby permitted shall not be carried out other than in complete accordance with Drawing Nos. 03313-01 Rev D4, 03313-02, 03313-03, 03313-04 Rev D4 and 03313-05 Rev D2, all received on 2 August 2023.

Reason: For avoidance of doubt as to what has been considered and approved.

3. Within six months of the cessation of the use of the solar panels, the PV panels and any associated equipment and cabling shall be removed from the site and the site made good.

Reason: In the interests of amenity and the protection of the local environment.

Informatives:

1. The Local Planning Authority has assessed the proposal against all material considerations including planning policies and any comments that may have been received. The planning application has been approved in accordance with the objectives of the National Planning Policy Framework and local plan to promote the delivery of sustainable development and to approach decision taking in a positive way.
2. Certain species, including bats and nesting birds, receive legal protection, primarily under the Conservation of Habitats and Species Regulations (2017) (as amended) and the Wildlife and Countryside Act (1981) (as amended). Should a protected species be encountered during development work must stop immediately and advice on how to proceed be sought from a suitably qualified ecologist.

## **7 DC/23/2979/FUL - Stones Throw Cottage, 19 Station Road, Woodbridge, IP12 4AU**

The Committee received report **ES/1708** of the Head of Planning and Coastal Management, which related to planning application DC/23/2979/FUL. The application sought planning permission to construct two small flat roofed extensions onto the rear and side of Stones Throw Cottage, Station Road, Woodbridge.

As the applicant was a member of East Suffolk Council the application was before the Committee for determination in accordance with the scheme of delegation set out in the East Suffolk Council Constitution.

The Committee received a presentation from the Assistant Planner, who was the case officer for the application. The Committee was advised that the application had been submitted in concert with a listed building consent application, which was also on the meeting agenda for consideration.

The site's location was outlined and the proposed block plan was displayed. The Committee also received the existing and proposed floor plans and elevations.

The Assistant Planner displayed photographs demonstrating a variety of views from within the application site showing the host dwelling, garden, and the existing rear extension. The Committee was also shown photographs taken from the rear garden of a neighbouring dwelling towards the application site; the Assistant Planner outlined the concerns received from said neighbour regarding loss of light and residential amenity.

The material considerations were summarised as residential amenity, heritage, and design. The recommendation to approve the application was set out.

The Chair invited questions to the officers. Councillor Hedgley sought more detail on the objections received from the neighbour; the Assistant Planner advised that the new extensions would move the eaves height of the host dwelling closer to the shared boundary and that officers were of the view that given the size and scale of the host dwelling the proposals would not cause a loss of light to the neighbouring property.

Councillor McCallum noted that the existing terrace looked into the neighbouring garden and sought clarity of the position of the eaves of the new extension. The Assistant Planner explained that the eaves of the new extension would be the same height as those of the existing extension and would be 0.8 metres away from the boundary at the nearest point; he added that there would be no extension of the existing terrace and that the neighbour's privacy would not be impacted by the new development.

The Assistant Planner confirmed to Councillor Smithson that there would be no direct route from the garden to the front of the property that would not require entering the property, and suggested that the applicant's agent could expand on this.

In response to Councillor Ninnmey, the Assistant Planner explained that both the applicant and the neighbour maintained shrub planting on the boundary, which could be removed if they so wished.

The Chair invited Mr McNeil, the applicant's agent, to address the Committee. Mr McNeil said that the primary aim of the proposals was to provide sanitary facilities, habitable space and a link to the garden room at the rear of the garden. Mr McNeil said the proposals had been designed to be located in the most appropriate area and in accordance with the existing external drainage. Mr McNeil noted that a bin store would be maintained as part of the development.

Mr McNeil considered the proposed development made best use of available space, highlighting that the garden room was already a much-used facility and would be directly accessible from the host dwelling. Mr McNeil said the proposed extension would not significantly impact light or residential amenity and that the existing roof terrace would not be extended. Mr McNeil added that the development would be relatively unseen from the front of the property.

The Chair invited questions to Mr McNeil. In response to Councillor Plummer, Mr McNeil confirmed that access to the rear garden from the front of the property would be via the interior of the dwelling.

The Chair invited the Committee to debate the application that was before it. Councillor McCallum proposed that the application be approved as recommended, noting that there were no grounds to refuse it on. The proposal was seconded by Councillor Hedgley.

Councillor Ninnmey highlighted that there was an increasing need for people to relocate sanitary facilities to the ground floor and asked if there was a specific policy relating to this issue. The Planning Manager replied that there was no specific policy and that officers looked at adaptation planning applications, such as the one being considered, as favourably as possible in accordance with national and local planning policies.

There being no further debate, the Chair moved to a vote and it was unanimously

**RESOLVED**

That the application be **APPROVED** subject to the following conditions:

1. The development hereby permitted shall be begun within a period of three years beginning with the date of this permission.

Reason: In accordance with Section 91 of the Town and Country Planning Act 1990 as amended.

2. The development hereby permitted shall be completed in all respects strictly in accordance with 631-01 Rev B received 28/07/2023, for which permission is hereby granted or which are subsequently submitted to and approved by the Local Planning Authority and in compliance with any conditions imposed by the Local Planning Authority.

Reason: For the avoidance of doubt as to what has been considered and approved.

3. Prior to commencement of any works, details in respect of the following shall be submitted to and approved in writing by the Local Planning Authority:

(i) Details of the external materials to be used for the extensions.

(ii) Details of all new windows to include: appearance; position within opening; method of opening; materials and finish; heads and cills; type of glazing; glazing bar profiles; and ironmongery.

(iii) Details of all new external and internal doors to include: appearance; materials and finish; frame and architrave; type of glazing; panel profiles; and ironmongery.

The work shall be carried out in accordance with the approved details.

Reason: In order to safeguard the special architectural or historic interest of the building.

Informatives:

1. The Local Planning Authority has assessed the proposal against all material considerations including planning policies and any comments that may have been received. The planning application has been approved in accordance with the objectives of the National Planning Policy Framework and local plan to promote the delivery of sustainable development and to approach decision taking in a positive way.

## **8 DC/23/2980/LBC - Stones Throw Cottage, 19 Station Road, Woodbridge, IP12 4AU**

The Committee received report **ES/1709** of the Head of Planning and Coastal Management, which related to planning application DC/23/2980/LBC. The application sought listed building consent to construct two small flat roofed extensions onto the rear and side of Stones Throw Cottage, Station Road, Woodbridge.

As the applicant was a member of East Suffolk Council the application was before the Committee for determination in accordance with the scheme of delegation set out in the East Suffolk Council Constitution.

The Assistant Planner, who was the case officer for the application, referred to the presentation given in respect of DC/23/2979/FUL, which had been approved by the Committee earlier in the meeting, and explained it was also relevant to the application for listed building consent. The Committee was advised that the listed building application only considered the impact of the works on the listed building.

The recommendation to approve the application was outlined to the Committee.

There being no questions to the officers the Chair invited Mr McNeil, the applicant's agent, to address the Committee. Mr McNeil said he had nothing further to add to his address on the previous application for planning permission.

There being no questions to Mr McNeil or any debate on the application, the Chair sought a proposer and seconder for the recommendation to approve the application. On the proposition of Councillor McCallum, seconded by Councillor Hedgley, it was by a unanimous vote

## **RESOLVED**

That the application be **APPROVED** subject to the following conditions:

1. The works to which this consent relates must be begun not later than three years from the date of this notice.

Reason: In accordance with Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2. The works to which this consent relates shall be carried out in complete accordance with 631-01 Rev B received 28/07/2023 for which consent is hereby granted, or which are subsequently submitted to and approved by the Local Planning Authority and in compliance with any conditions imposed by the Local Planning Authority.

Reason: For the avoidance of doubt as to what has been considered and approved.

3. Prior to commencement of any works, details in respect of the following shall be submitted to and approved in writing by the Local Planning Authority:

- (i) Details of the external materials to be used for the extensions.
- (ii) Details of roof/wall junctions of the extensions with the existing building to show method of attachment and flashings.
- (iii) Details of all new windows to include: appearance; position within opening; method of opening; materials and finish; heads and cills; type of glazing; glazing bar profiles; and ironmongery.
- (iv) Details of all new external and internal doors to include: appearance; materials and finish; frame and architrave; type of glazing; panel profiles; and ironmongery.
- (v) Details of proposed services, including new openings.

The work shall be carried out in accordance with the approved details.

Reason: In order to safeguard the special architectural or historic interest of the building.

The meeting concluded at 2.35pm.

.....  
Chair