

Planning Committee Minutes

of the meeting
held at
The Guildhall, Church Street, Harwich
on
Tuesday 21st July 2026 at 6.31pm

Present:

Cllrs Armstrong, Calver, Chable, Davidson, Fay, I Henderson, J Henderson, McLeod, Morrison, Richardson, Smith and Wade

In the Chair: Councillor Todd

Clerk: Yazmin Hornsby-Fry (Admin. Assistant)

Also Present: Ms Maree Ratcliffe (Assistant Clerk), 2 members of the public

Question Time: N/A

P018/26 Apologies for Absence

Cllrs, Fowler, Powell, Saunders

P019/26 Declarations of Members' Interests

None

P020/26 Minutes of the Last Meeting

Resolved: That the minutes of the Town Planning Meeting held on Tuesday 23rd June 2026 (previously circulated) be approved by the committee and signed by the Chairman as a true record.

P021/26 Matters Arising from the Minutes

- **MIN P013/26** – Members considered the response to previous comments made to application [26/00755/FUL](#) and discussed whether any further action was required. Councillors discussed the response and expressed concerns regarding the lack of ventilation and lighting in the basement area. Councillor Morrison informed members she has been made aware of concerns regarding the poor living conditions experienced by a former resident of the property, particularly the lack of natural light and ventilation, also within the basement accommodation. Concerns were raised about the objection comment made by Jobcentre Plus and members emphasised that the safety and wellbeing of both staff and service users must be taken into account. Councillor Wade also informed members that there are other properties providing multiple occupancy accommodation in the area, including flats on Victoria Street and Orwell Terrace.

RESOLVED: To bring these further issues to the attention of TDC planning.

P022/26 Planning Applications

The Committee considered a schedule of Planning Applications for weeks ending 26th June, 3rd, 10th and 17th of July 2026.

P023/26 Determinations

Members **noted** applications as determined by the Planning Authority.

- **Refusal** of planning application [25/01863/ADV](#) Application for Advertisement Consent - Retention of 1no. fascia sign, 1no. trough light and 4no. vinyl sign. 137 High Street.
- **Refusal** of planning application [25/01864/FUL](#) Planning Application - Retrospective application to retain the existing aluminium shopfront following the removal of the prior timber shopfront. 137 High Street.
- **Approval** of application [26/00388/FUL](#) Planning Application - Erection of proposed cafe, storage, padel court, new landscaping and associated works (following demolition of existing cafe building). Low Road Cafe

P024/26 Appeals

Members considered an appeal in relation to planning application [26/00420/FUL](#) and whether to make comments, or modify/withdraw previous representation by the deadline of 27th July.

RESOLVED: Noted

P025/26 Matters Received in the Post or Raised by Members

Members **noted** the following:

- Councillor Notification – [TENOP/5821/26](#) Provision of sale of alcohol on and off of the premises and provision of regulated entertainment. The Trafalgar.

For Information Only.

- Councillor Notification – [TENOP/5839/26](#) Provision of sale of alcohol on and off of the premises and provision of regulated entertainment. Redoubt Fort

For Information Only.

- Councillor Notification – [TENOP/5855/26](#) Provision of sale of alcohol only on the premises and provision of regulated entertainment. Royal Oak Inn

For Information Only.

P026/26 Date of Next Meeting

The next meeting of the Town Planning Committee is to be held on Tuesday 12th August 2026 at 6.30pm at The Guildhall, Church Street, Harwich.

The meeting was closed at 7.01pm.

Chairman

Date

Appendix A

Harwich Town Council:

Recommendations of the Planning Committee Meeting held on 21st July 2026

Week Ending 26th June 2026

None

Week Ending 3rd July 2026

[26/00963/LBC](#)

Application for Listed Building Consent - Temporary propping of truss end near decaying bearing; Repair of leaking box gutter; Repair of part principal truss members; Replace decayed section of wall plate; Replace damaged ceiling and re-instate finishes as existing. Flat 32 Quayside Court The Quay Harwich

Mrs Lucy Balfe

Outcome: No objection

[26/00970/ADV](#)

Application for Advertisement Consent - Erection of two entrance signs and four flag poles. Greenacres Caravan Park Ltd Low Road Dovercourt

Park Holidays UK Limited

Outcome: No objection was made to the erection of the two entrance signs. However, an objection was made to the proposed flag poles unless the lanyards are contained internally to prevent noise caused by them striking the poles in windy conditions.

Week Ending 10th July 2026

[26/00952/FULHH](#)

Householder Planning Application – Conversion of integral garage to habitable area.

26 Louvain Road, Harwich

Outcome: No objection

Week Ending 17th July 2026

[26/01007/FULHH](#)

Householder Planning Application – Dropped Kerb

96 Fronks Road, Dovercourt

Mrs Claire Coe

Outcome: No objection