



# WOODBIDGE TOWN COUNCIL

Shire Hall Market Hill Woodbridge Suffolk IP12 4LP

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## TO MEMBERS OF THE PLANNING COMMITTEE

Cllr Bale

Cllr Lady Blois

Cllr Holdcroft

Cllr Mapey

Cllr Miller

Cllr O’Nolan

Cllr Sanders

Cllr Sutton

Cllr Walsh

You are hereby summoned to attend the **MEETING** of the **PLANNING COMMITTEE** to be held virtually on: **TUESDAY 30<sup>TH</sup> MARCH 2021 at 6PM**

Greg Diaper

Locum Town Clerk

23<sup>rd</sup> March 2021

### **Public Attendance**

*Members of the public and press are welcome to join the Zoom meeting. Members of the public will be invited to give their views/questions the Town Council on issues on the agenda, or raise issues for consideration or inclusion at future meetings. This item will be limited to 30 minutes duration but may be extended at the discretion of the Mayor. The Zoom login details are provided below;*

### **Join the Zoom Meeting**

<https://us02web.zoom.us/j/89783748586?pwd=QjBhR2d2M0o5T2hINhucFpJMG16Zz09>

**Meeting ID: 897 8374 8586**

**Passcode: 495867**

## AGENDA

### 1. APOLOGIES

To receive apologies for absence.

*Please be aware that the recording of this meeting is probable*

**2. DECLARATION OF INTEREST**

Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.

**3. REQUESTS FOR DISPENSATION**

Councillors with a Pecuniary Interest in an item on this Agenda, who wish to remain, speak, and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

**4. CONFIRMATION OF PLANNING COMMITTEE MINUTES**

To confirm the minutes of the Planning Committee held on 16<sup>th</sup> March 2021.

**5. PUBLIC QUESTION TIME**

For the public to ask questions of the Council or raise issues for consideration at a future meeting of the Council. 15 minutes maximum.

**6. TO NOTE INTENTIONS TO UNDERTAKE WORKS TO TREES IN THE CONSERVATION AREA – ATTACHED**

**7. TO COMMENT ON APPLICATIONS FOR PLANNING PERMISSION**

To comment on applications as set out on the attached schedule.

**8. TO NOTE THE DECISIONS OF EAST SUFFOLK COUNCIL ON PLANNING APPLICATIONS PREVIOUSLY CONSIDERED BY THIS COMMITTEE**

**9. TO COMMENT ON THE SUSTAINABLE CONSTRUCTION SUPPLEMENTARY PLANNING DOCUMENT (SPD) – ATTACHED**

**10. TO COMMENT ON EAST SUFFOLK COMMUNITY INFRASTRUCTURE LEVY (CIL) CHARGING SCHEDULE – ATTACHED**

**11. CLOSURE**

*Please be aware that the recording of this meeting is probable*

## WOODBIDGE TOWN COUNCIL

Minutes of an **on-line** meeting of the **PLANNING COMMITTEE** held on **TUESDAY 16<sup>TH</sup> MARCH 2021**  
at **5pm**

### Councillors:

Present: S Bale, Lady C Blois (except items 929-932), C Mapey (except items 929-935)  
S Miller, E O’Nolan, R Sanders, M Sutton and C Walsh

Apologies: G Holdcroft

In Attendance: Locum Town Clerk, Locum Deputy Town Clerk and no members of the public

*Action*

### 929. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillor Holdcroft.

### 930. TO RECEIVE DECLARATIONS OF INTEREST

No Members declared any interests in items on the agenda.

### 931. TO CONSIDER REQUEST FOR DISPENSATIONS

There were no requests from Councillors with a Pecuniary Interest in an item on this Agenda for a dispensation.

### 932. TO AGREE AND APPROVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD 2<sup>ND</sup> MARCH 2021

The Committee agreed and approved the signing of the minutes of the Planning Committee meeting held on 2<sup>nd</sup> March 2021 as a true record.

### 934. PUBLIC QUESTION TIME

There were no members of the public.

### 935. TO NOTE INTENTIONS TO UNDERTAKE WORKS TO TREES IN THE CONSERVATION AREA

The Committee noted intentions to undertake works to trees in the conservation area.

### 936. TO COMMENT ON APPLICATIONS FOR PLANNING PERMISSION

The Council agreed their comments as set out below:-

Application No and Address	Committee Comments
DC/21/0866/FUL 11 Cobbold Road	We recommend APPROVAL
DC/21/0869/FUL Fen Way, Fen Walk	We recommend APPROVAL subject to the approval of the Fire Officer
DC/21/0941/LBC Flat 3, Kirby Court, Gobbitts Yard	We recommend APPROVAL

Councillor Mapey declared a local non-pecuniary interest in application DC/21/0955/LBC as a neighbour.

DC/21/0955/LBC The Saleroom, Theatre Street	We recommend APPROVAL
DC/21/1041/FUL Orchard House, 26 Moorfield Road	We recommend APPROVAL
DC/21/0956/FUL 7 Redstone Mews	We recommend APPROVAL
DC/21/0994/FUL 2 Briarwood Road	We recommend APPROVAL

Councillor Mapey declared a local non-pecuniary interest in application DC/21/00843/LBC as the applicant was a close friend.

DC/21/0843/LBC 55 Thoroughfare	We recommend APPROVAL
DC/21/1029/FUL 5 Beaconsfield Road	We recommend APPROVAL

Whilst considering application DC/21/0869/FUL it was noted that condition 4 of the original planning application (DC/15/2025/FUL) had never been complied with and it was agreed to refer this matter to the Planning Enforcement team.

### 937. TO NOTE EAST SUFFOLK COUNCIL DECISIONS ON PLANNING APPLICATIONS WHERE THOSE DECISIONS ARE CONTRARY TO THIS COUNCIL'S RECOMMENDATIONS AND NOT PREVIOUSLY REPORTED

The Committee noted the East Suffolk Council decisions on planning applications where those decisions are contrary to this council's recommendations and not previously reported.

## 938. TO COMMENT ON SUFFOLK COUNTY COUNCIL'S PROPOSED A12 IMPROVEMENTS

The Committee agreed to make the following comments on Suffolk County Council's proposed A12 improvements: -

- We are not convinced that traffic lights will reduce the overall journey time between junction F to junction H based on the current situation at Martlesham, where long queues are seen at the in-situ traffic lights during peak time.
- We consider account has not been taken of increased air pollution caused by vehicles idling/ held at traffic lights and are therefore concerned for residents who live in close proximity to the road. We consider average delay times do not equate directly to air pollution, it is the number of vehicles idling/queuing at traffic lights that do.
- We are extremely concerned that the proposed measures will lead to potential rat-running through Woodbridge, an issue which was acutely noticeable and disturbing during the recent closure of Woods Lane. We would rather this scheme is not started until the Woodbridge 20mph scheme is in place (currently at the design stage), which is designed partially to deter such rat running.
- We welcome the additional cycleways and footbridges.
- The dualling of the section between the Seckford Hall Road and junction G would lead to a loss of mature trees on the east side of the road, which would go against the Climate Emergency declarations made by all three tiers of local government last year. We would like to see the scheme designed so as to attempt to preserve the mature trees on the east side of the road but for example splitting the cycleway and pavement so the trees can remain.
- At junction G the traffic lights are positioned on the wrong side of Bilney Road – vehicles accessing the roundabout from this location can bypass the traffic signals.
- We dispute the claim of heavy traffic at the Woods Lane junction (Junction H) – this junction is free flowing and able to cope with the current traffic levels. At this location we would like to see a dedicated northbound lane not covered by traffic lights.
- We would also like to suggest that attention is paid to the A12 junction with Woodbridge Road and New Road (north of junction H), which is an extremely dangerous junction with poor sight lines and vehicles attempting

to cross/ merge at this high-speed junction. An increase in traffic using the A12 will cause further difficulties at this location, and hence we would suggest this junction requires improvement/ introduction of safety measures.

**939. TO COMMENT ON PROPOSED CHANGES TO THE NATIONAL PLANNING POLICY FRAMEWORK**

The Committee had no comments on proposed changes to the National Planning Policy Framework, but agreed to establish a working party to look in further detail at the Guidance Notes for Design Codes in preparation for consultation on a Woodbridge Design Code.

**940. CLOSURE**

The meeting was closed at 5.51pm.

Councillor Miller  
Chair

DRAFT

## ITEM 6

### TO NOTE INTENTIONS TO UNDERTAKE WORKS TO TREES IN THE CONSERVATION AREA

Neither the District Council nor the Town Council can object to these works unless the tree(s) is/are covered by a Tree Preservation Order.

There were no applications for this period.

This schedule is for information only.

## ITEM 7

### TO COMMENT ON APPLICATIONS FOR PLANNING PERMISSION

<a href="#">DC/21/1101/FUL - 54 Victoria Road</a>	Expiry Date: Thu 08 Apr 2021
	Determination Deadline: Tue 04 May 2021
Demolition of existing single storey rear extensions, and erection of new single storey rear extension.	
<a href="#">DC/21/1066/FUL - 34 Thoroughfare</a>	Expiry Date: Fri 09 Apr 2021
	Determination Deadline: Thu 06 May 2021
Change-on-use to form three self contained flats and associated alterations.	
<a href="#">DC/21/1067/LBC - 34 Thoroughfare</a>	Expiry Date: Fri 09 Apr 2021
	Determination Deadline: Thu 06 May 2021
Listed Building Consent - Change-on-use to form three self contained flats and associated alterations.	
<a href="#">DC/21/0613/FUL - Land Opposite 4 Central Maltings Doric Place</a>	Expiry Date: Mon 12 Apr 2021
	Determination Deadline: Tue 04 May 2021
To demolish part of the existing garage and replace with new garage door entrance. Lay new driveway paving.	
<a href="#">DC/21/1097/VOC - 55 Thoroughfare</a>	Expiry Date: Fri 09 Apr 2021
	Determination Deadline: Wed 05 May 2021
Variation of Condition No. 3 of DC/18/2819/FUL - Part Demolition of Single-Storey Rear Shop Projection. Alterations and Additions to Remaining Single-Storey Structure to form Detached Dwelling Fronting Little St John's Street (Amended Design From That Approved Under Planning Permission DC/17/3371/FUL & Listed Building Consent DC/17/3372/LBC) 55 Thoroughfare, Woodbridge, IP12 1AH - To make Minor alterations to approved scheme.	

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<a href="#">DC/21/0426/FUL - 33 Oxford Drive</a>	<b>Expiry Date:</b> Mon 05 Apr 2021
	<b>Determination Deadline:</b> Tue 06 Apr 2021
Erection of rear single storey extension, two-storey side extension and extended single storey to the front.	
The two-storey side extension will be achieved by removing the garage and existing side access route and replace with extension work leaving covered side access to the far side of the property instead of between house and garage.	
The single-storey rear extension is achieved by replacement of existing conservatory.	
The single storey front extension is achieved by bringing out the front facing aspect of the house by 1m into the front garden and driveway which is in keeping with multiple other property developments in the neighbourhood whilst not exceeding the building line.	

<a href="#">DC/21/1190/FUL - 21 Hasketon Road</a>	<b>Expiry Date:</b> Thu 15 Apr 2021
	<b>Determination Deadline:</b> Wed 05 May 2021
First floor extension over existing garage extension. replace flat roof canopy over side porch with a new pitched roof rear single storey extension. Relocation of 1.8m close boarded fence.	

<a href="#">DC/21/1192/FUL - 4 Upper Moorfield Road</a>	<b>Expiry Date:</b> Fri 09 Apr 2021
	<b>Determination Deadline:</b> Wed 05 May 2021
Proposed first floor extension/loft conversion and associated works.	

<a href="#">DC/21/0656/VOC - Whisstocks Boatyard Tide Mill Way</a>	<b>Expiry Date:</b> Thu 15 Apr 2021
	<b>Determination Deadline:</b> Mon 14 Jun 2021
Variation of Condition Nos 6 and 12 of C/13/0768 - Demolition of the existing buildings and the erection of new buildings to provide a mixed use development comprising, boat building (B2), museum (D1), restaurant/café (A3), retail (A1) and 14 restricted occupancy holiday home residential units (C3) and other associated works, including access, car parking and landscaping.	

<a href="#">DC/21/1280/FUL - 39 Portland Crescent</a>	<b>Expiry Date:</b> Thu 08 Apr 2021
	<b>Determination Deadline:</b> Mon 10 May 2021
Alterations and two storey side/rear extensions.	

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## ITEM 8

### TO NOTE THE DECISIONS OF EAST SUFFOLK COUNCIL ON PLANNING APPLICATIONS PREVIOUSLY CONSIDERED BY THIS COMMITTEE

This schedule only lists those applications not previously reported to Committee.

This item is for information only.

<b>Date</b>	<b>Application</b>	<b>WTC Decision</b>	<b>ESC Decision</b>
22.09.20	DC/20/3580/VOC - 14 Gobbitts Yard	Approval	Application Permitted
03.11.20	DC/20/3753/LBC - 23 Seckford Street	Approval	Awaiting decision
14.12.20	DC/20/4519/FUL - Land To The South Of 47 Oxford Drive	Refusal	Awaiting decision
05.01.21	DC/20/5023/FUL 67 Ipswich Road	Approval	Awaiting decision
19.01.21	DC/20/4519/FUL Land to the South of 47 Oxford Drive	Refusal	Awaiting decision
02.02.21	DC/21/0256/LBC - Kings Knoll Broomheath	Approval	Application Permitted
16.02.21	DC/21/0296/FUL - 53 Cumberland Street	Approval	Awaiting decision
16.02.21	DC/21/0209/FUL - 1B Thoroughfare	Approval	Application Permitted
16.02.21	DC/21/0210/LBC - 1B Thoroughfare	Approval	Application Permitted
16.02.21	DC/21/0226/FUL - 22 Haughgate Close	Approval	Application Permitted
16.02.21	DC/21/0265/FUL - 21 Through Duncans	Approval	Application Permitted
16.02.21	DC/21/0338/FUL - Claremont 9B Church Street	Approval	Application Permitted
16.02.21	DC/21/0491/FUL - 63A Through Duncans	Approval	Awaiting decision
02.03.21	DC/21/0313/FUL - 6 Grove Road	Approval	Awaiting decision
02.03.21	DC/21/0426/FUL - 33 Oxford Drive	Approval	Awaiting decision
02.03.21	DC/21/0571/LBC - 10 Market Hill	Approval	Awaiting decision
02.03.21	DC/21/0570/FUL – 10 Market Hill	Approval	Awaiting decision
02.03.21	DC/21/0697/FUL - 42 Chapel Street	Approval	Awaiting decision
02.03.21	DC/21/0668/LBC - 56 New Street	Approval	Awaiting decision
16.03.21	DC/21/0866/FUL - 11 Cobbold Road	Approval	Awaiting decision
16.03.21	DC/21/0869/FUL Fen Way, Fen Walk	Approval	Awaiting decision
16.03.21	DC/21/0941/LBC Flat 3, Kirby Court, Gobbitts Yard	Approval	Awaiting decision
16.03.21	DC/21/0955/LBC The Saleroom, Theatre Street	Approval	Awaiting decision
16.03.21	DC/21/1041/FUL Orchard House, 26 Moorfield Road	Approval	Awaiting decision
16.03.21	DC/21/0956/FUL 7 Redstone Mews	Approval	Awaiting decision
16.03.21	DC/21/0994/FUL 2 Briarwood Road	Approval	Awaiting decision
16.03.21	DC/21/0843/LBC 55 Thoroughfare	Approval	Awaiting decision
16.03.21	DC/21/1029/FUL 5 Beaconsfield Road	Approval	Awaiting decision

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## **ITEM 9**

### **TO COMMENT ON THE SUSTAINABLE CONSTRUCTION SUPPLEMENTARY PLANNING DOCUMENT (SPD)**

East Suffolk Council are consulting on the Draft Sustainable Construction Supplementary Planning Document. This document can be seen in full here - [Consultation Homepage - Sustainable Construction Supplementary Planning Document - East Suffolk Council, Strategic Planning Consultations \(inconsult.uk\)](#).

The Sustainable Construction SPD will not set building standards. The energy efficiency of all new and renovated buildings for residential and non-residential use is covered by Building Regulations and all developers must build and renovate to current Building Regulation standards. The setting of Building Regulations is not within the control of the Council. Local Planning Authorities can, however, through planning policy in Local Plans, set energy performance standards for new housing that are higher than Building Regulations, but only up to the equivalent of Level 4 of the, now withdrawn, Code for Sustainable Homes (approximately 20% above current Building Regulations), as has been already undertaken in the Suffolk Coastal Local Plan.

This is the first stage of consultation to gather feedback on what you think the document should include and address.

#### **Proposed Content of the SPD**

The document is to be organised into sections that address issues related to specific environmental issues. These issues are not mutually exclusive, and some sections may need to be read in conjunction with others. The text below provides a brief overview of the different sections proposed:

#### **Section 1: Introduction**

Provides background information on the purpose of the document, the Council's commitment to fighting climate change, and what sustainable construction is.

#### **Section 2: Planning Policy Guidance**

Provides background information on the planning policy context and evidence base underpinning the Council's policies.

1. National Planning Policy Context
2. National Planning Policy
3. Suffolk Coastal Local Plan Policy
4. Waveney Local Plan Policy
5. Evidence Base
6. Role of Neighbourhood Plans

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### **Section 3: Guidance for submitting planning applications**

This section should be read in conjunction with all other parts of the document by those who intend to submit a planning application.

1. Summary of climate change requirements for applications in the former Suffolk Coastal area.
2. Summary of climate change requirements for applications in the former Waveney area.
3. Viability and feasibility.
4. Energy Statement – Demonstrating a 20% reduction in CO2 emissions below the Target CO2 Emission Rate .
5. Sustainability Statement requirements.
6. Water efficiency confirmation / requirement.
7. Sustainable Drainage Strategy requirements.

### **Section 4: Guidance for developers**

This section will clarify how new building can achieve higher environmental standards and comply with policies on Sustainable Construction. Much of the information in this section is equally applicable to both new and existing buildings. The topics are:

1. Renewable and Low Carbon Energy schemes
  - 1.1. Types of stand-alone and large-scale renewable energy technologies
  - 1.2. Community-led renewable and low carbon energy scheme
  - 1.3. Identify suitable areas for renewable and low carbon energy development.
2. Energy Efficiency and Carbon Reduction
  - 2.1. Building Regulations
  - 2.2. Energy hierarchy
  - 2.3. Listed Buildings and historic environment.
3. Small scale Renewable Energy for Residential and Commercial Premises
  - 3.1. Solar PV
  - 3.2. Solar Thermal
  - 3.3. Air source heat pump
  - 3.4. Ground and water source heat pumps
  - 3.5. Small scale wind turbines
  - 3.6. Biomass burners
  - 3.7. Micro combined heat and power system
  - 3.8. Renewable energy technology and historic buildings
  - 3.9. Listed Building Consent
  - 3.10. Article 4 directions
  - 3.11. Market based incentives for energy
4. Construction standards (BREEAM)
5. Water Conservation.
6. Sustainable drainage systems.
7. Sustainable Travel.
8. Materials and Construction Waste.
9. Siting and Orientation.
10. Natural Ventilation
11. Pollution and noise
12. Sustainable design

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12.1. Benefits of designing for current and future needs reducing the requirement for retro fitting, future adaptation and demolition.

12.1.1. Meeting the needs of an aging population.

12.1.2. Healthy Homes.

### **Section 5: Monitoring**

This section will discuss how the Council will monitor policies related to sustainable design and construction. This will enable the Council to identify the effectiveness of the policies and if they need to be reviewed to assist with delivering the objectives set out in the Local Plans.

### **Section 6: Case Studies in Suffolk**

This section will provide examples of how new and old buildings can achieve high environment standards.

The consultation runs until 26<sup>th</sup> April.

**Members are to consider any additions to the proposed contents they may wish to have included.**

## **ITEM 10**

### **TO COMMENT ON EAST SUFFOLK COMMUNITY INFRASTRUCTURE LEVY (CIL) CHARGING SCHEDULE**

East Suffolk Council is in the initial stages of preparing a new Community Infrastructure Levy (CIL) Charging Schedule for the District and is carrying out initial consultations from Monday 15<sup>th</sup> March to 5pm on Monday 26<sup>th</sup> April 2021.

The Council has [two existing CIL Charging Schedules](#), which set out the amount of CIL that certain kinds of development must pay to help contribute to the delivery of infrastructure in the district, with one covering the former Suffolk Coastal area (adopted in 2015) and one the former Waveney area (adopted in 2013).

Work has now begun the preparation of a single District-wide CIL Charging Schedule (which, on adoption, will replace the two existing Charging Schedules). This initial consultation focuses on the basic viability/development cost assumptions, to help underpin the preparation of a Viability Report, which will be a key evidence base for the CIL Charging Schedule. The Council is also consulting on a draft East Suffolk CIL Instalments Policy, which on adoption will replace the two existing CIL Instalments Policies.

The Council plans to undertake a formal consultation on the draft CIL Charging Schedule (including the evidence base) in summer 2021. Before that stage, however, the Council has decided to undertake a consultation on the key baseline values and assumptions and the typologies proposed to be used in the Viability Report.

As a largely technical consultation, it is aimed primarily at developers, landowners, surveyors, agents, Suffolk County Council, neighbouring local authorities and key infrastructure providers

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(such as health bodies and Suffolk Police) but anyone is welcome to respond. Respondents can choose to answer some or all of the questions, **but the Council would (where appropriate) prefer answers to be supported by evidence.** Confidential information and evidence provided by respondents cannot be taken into account – all information provided will be summarised and will later be made available publicly.

The Council is preparing a new Instalments Policy and is also consulting on this now.

The consultation will run from Monday 12<sup>th</sup> March to 5pm on Monday 26<sup>th</sup> April 2021 and can be viewed in full here - [East Suffolk CIL Charging Schedule Preparation - East Suffolk Council, Strategic Planning Consultations \(inconsult.uk\)](https://inconsult.uk/consultations/east-suffolk-council-strategic-planning-consultations)

Whilst this Council may have a view, for example, on whether the allowance in the CIL calculations of £9 per day to require water efficiency of 110 litres per person per day (based on MHCLG Standards Review Cost Impact, by EC Harris, September 2014) is adequate or correct, we do not have the evidence to query or comment upon it. And this remains the case for the remainder of this technical consultation.

**Members are therefore recommended to simply note this consultation.**