



Woodbridge Town Council

Shire Hall Market Hill Woodbridge Suffolk IP12 4LP

Town Clerk: Mr G E Diaper

Tel: 01394 383599

Email: townclerk@woodbridge-suffolk.gov.uk



To Members of the Planning Committee

Cllr Adelson

Cllr Bale

Cllr Blois

Cllr Holdcroft

Cllr Jewers

Cllr Mapey

Cllr Miller

Cllr Sanders

Cllr Sutton

Cllr Walsh

You are hereby summoned to attend a **meeting** of the **Planning Committee** to be held at the **John Gibbons Gallery, The Longshed, Tide Mill Way** on **Tuesday 14th December** at **5pm**

Greg Diaper

Town Clerk

9th December 2021

Public Attendance

Members of the public and press are welcome to join this 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 fifteen minutes duration but may be extended at the discretion of the Mayor.

Agenda

1. Apologies

To receive apologies for absence.

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 30th November 2021.

5. To receive a presentation from the Chair summarising the Draft Cycling and Walking Strategy

6. 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.

7. To discuss the Draft Cycling and Walking Strategy.

8. To note intentions to undertake works to trees in the conservation area

9. To comment on applications to trees with a Tree Preservation Order (TPO)

10. To comment on applications for planning permission

11. To note East Suffolk Council decisions on Planning Applications where those decision are contrary to this Council's recommendations and not previously reported

12. Closure

Woodbridge Town Council

Minutes of the meeting of the **Planning Committee** held at the **John Gibbons Gallery, The Longshed, Tide Mill Way** on Tuesday 30th **November 2021** at 5pm

Councillors:

Present: S Bale, G Holdcroft, R Sanders, C Walsh, M Sutton

Apologies: D Adelson and S Miller

Absent without Lady C Blois and C Mapey

Apologies:

In Attendance: Town Clerk and no members of the public

540. Apologies for Absence

Apologies for absence had been received from Councillors Adelson and Miller.

541. To receive Declarations of Interest

No members made any Declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests in relation to items on the agenda.

542. To consider requests for Dispensations

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

543. Public Question Time

There were no members of public present.

544. To agree and approve the Minutes of the meeting held on 16th November 2021

The minutes of the Planning Committee meeting held 16th November 2021 were approved.

545. 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.

546. To review and comment upon removal of TPO tree

Application No and Address	Committee Comments
DC/21/5159/TPO - 37 Mill View Close	<p>We recommend REFUSAL as there is no justification for the removal of this tree – we don't consider that shading is a suitable reason for the 'Full removal' of a tree covered by a Tree Preservation Order. The approval of this application would set a dangerous precedent for future applications of a similar nature.</p> <p>Crown reduction or pruning would be acceptable.</p> <p>We would have also expected any application to contain details of compensatory planting should the tree be removed, however nothing of this nature is forthcoming in this application.</p>

547. To comment on applications for planning permission

The Council agreed their comments as set out below:-

Application No and Address	Committee Comments
DC/21/5095/FUL - 24 Cherry Tree Road	We recommend APPROVAL subject to Suffolk County Council Highways approving the installation of a dropped kerb.
DC/21/5104/FUL - 14 Bullards Lane	We recommend APPROVAL .
DC/21/5063/FUL - 3 Pinewood	We recommend APPROVAL
DC/21/5187/FUL - 6B Prentices Lane	We recommend REFUSAL as we are concerned about the safety issues presented by this application. The introduction of a new access to the property via a layby on the A12 poses risks to both users of the property and users of the busy, fast moving A12/ Grove Road. There are already a number of accesses in the layby, and we are concerned that adding another will increase the risk of an accident.
DC/21/4557/FUL - Little Kyson Broomheath	Woodbridge Town Council recommended refusal of this application on October 22 nd due to the application contravening the following policies of

	<p>Policy SCLP5.5: Conversions of Buildings in the Countryside for Housing:</p> <ul style="list-style-type: none"> a) The conversion of buildings in the countryside for residential use will be permitted where: b) The building provides a positive contribution to the landscape; c) The conversion does not require significant alteration; d) The design maintains or enhances the structure, form and character of the rural building; g) The conversion enhances the immediate setting of the area; and h) The site is served by an appropriate existing access. <p>Having studied the updated application, we wish to reaffirm our decision to refuse the application for contravening these policies.</p> <p>Furthermore, the updated application has also failed to address the issues raised by East Suffolk Council in the pre-planning advice.</p> <p>For these reasons we recommend REFUSAL of this application.</p>
--	---

548. 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 East Suffolk Council decisions on planning applications where those decisions are contrary to this council’s recommendations and not previously reported.

The Town Clerk was asked to write to the head of the Planning department at East Suffolk Council expressing this Committees disappointment at the approval by East Suffolk Officers of applications refused by WTC.

549. To discuss how the Committee wishes to comment on the Draft Affordable Housing Supplementary Planning Document Initial Consultation

Members agreed that the Town Clerk comment on section 2 of the consultation in line with committee's view that the affordable housing in larger urban required policy to address problems related to combined private/affordable housing in a single housing unit.

550. To discuss how the Committee wishes to comment on the Draft Sustainable Construction Supplementary Planning Document

Members agreed that they had no comment to make on this consultation.

551. To discuss how the Committee wishes to comment on the Draft Cycling and Walking Strategy

Members agreed to defer discussion on this consultation, and invited the Highways Committee to a joint meeting on January 4th to agree the Council's response.

552. Closure

The meeting was closed at 5.59pm.

Councillor Sanders
Chair

ITEM 5

To receive a presentation from the Chair summarising the Draft Cycling and Walking Strategy

ESC Draft Cycling and Walking Strategy

Woodbridge and District routes

Brief Summary

Introduction

The draft strategy has been developed for a map-based consultation in autumn 2020. Consultees were invited to identify existing cycling and walking issues across East Suffolk and, where possible, suggest solutions to them. Respondents were encouraged to plot their response on an online map. Over 800 comments were submitted.

The draft strategy has been developed in consultation with SCC by way of a steering group of officers from both councils. ESC accepts more evidence, discussions and consultation is necessary to progress the proposals.

The draft strategy cross reference a number of national guidance and strategy documents as well as design guides.

The draft strategy frequently uses the term 'cycle track or cycle and walking track'. This is defined in central government design documentation (Local Transport Note 1/20) as follows:

“The term cycle track is used in its widest sense (rather than the legal definition) to describe routes for cycling within the highway boundary that are physically separated from motor vehicles and pedestrians, such as by a kerb, verge, level difference or material delineation..... Off-carriageway cycling provision may either be physically segregated from pedestrian facilities, or a common surface may be shared.”

Cycle tracks and or cycle/and walking tracks are paved with edge features, markings, signage, drainage and are often lit. The draft strategy refers to routes where lighting is proposed.

A two-way cycle track is a minimum of 2.5m wide.

Footways (walking tracks) are required to be a minimum of 1.5m.

A combined two-way cycle and walking track is thus at least 4m wide (2 car widths).

In places the draft strategy uses the term “bridleway” which is meant to mean that cyclist must give way to walkers (and horses). Bridleways require to be a minimum of 2.5m wide but they do not have to be paved.

Core Design Principles are that routes should be

COHERENT

DIRECT

SAFE

COMFORTABLE and

ATTRACTIVE

Proposed very high routes

IM 16 – Sandy Lane

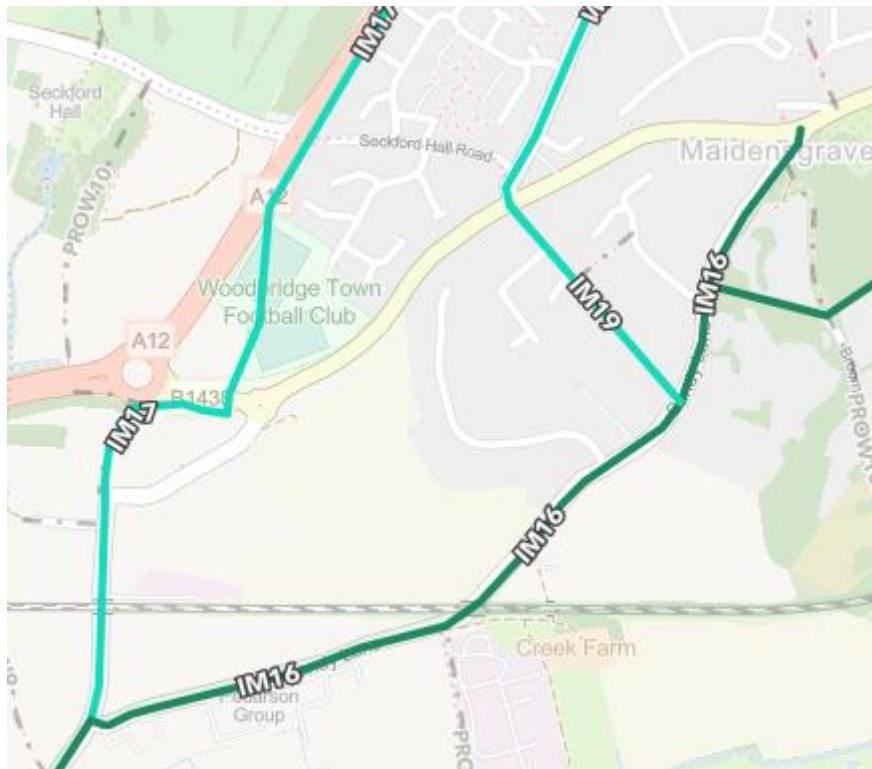


Figure 1 – Route of IM16

This route uses the existing highway carriageway but places a modal filter (a restriction preventing vehicle passage) at the railway bridge. Vehicular traffic would thus not be able to use Sandy Lane to travel from Woodbridge to Martlesham – this is stated to be included to prevent rat running as there is an alternative through route – B1438 into Top Street Martlesham .

There is no reference to creating a segregated footway or cycle track and there is no current pavement or cycle track along this route. There is no reference to lighting. Most of the proposed route is currently unlit.

IM 18 – Sandy Lane to Woodbridge Station

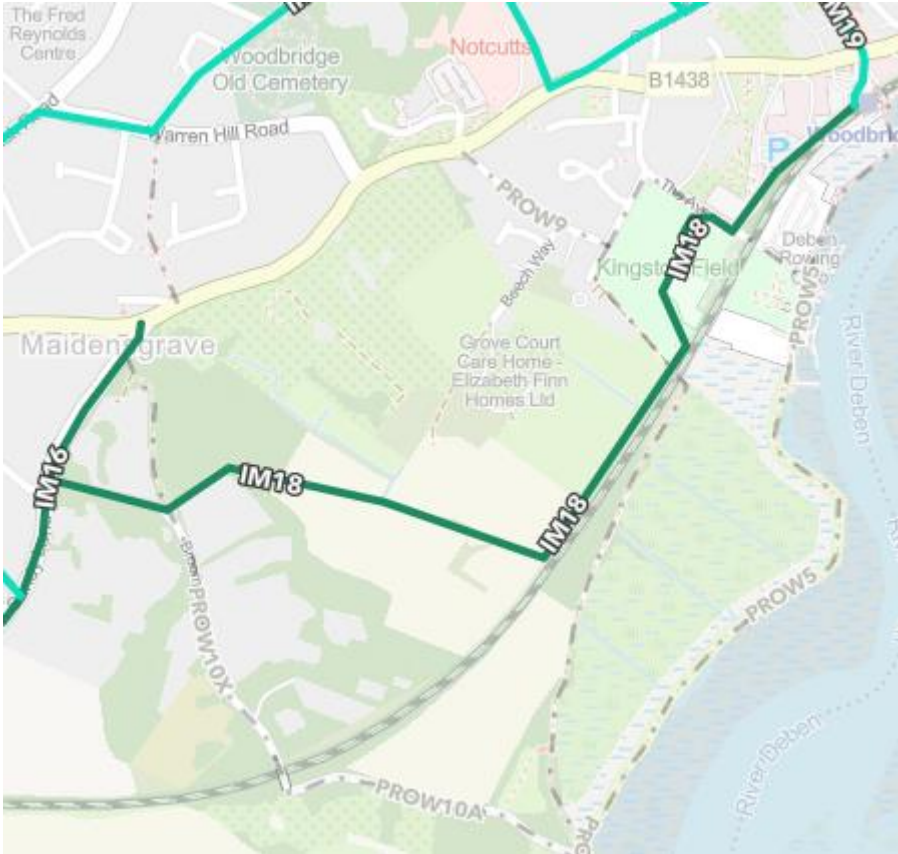


Figure 2 – Complete route of IM18

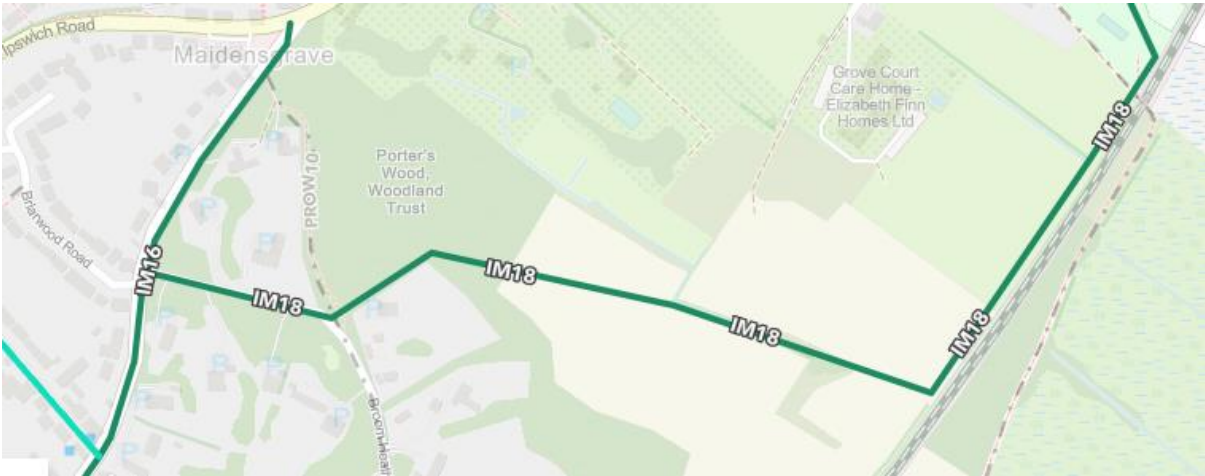


Figure 3 – southern part of IM18 route – Sandy Lane to Kingston Field

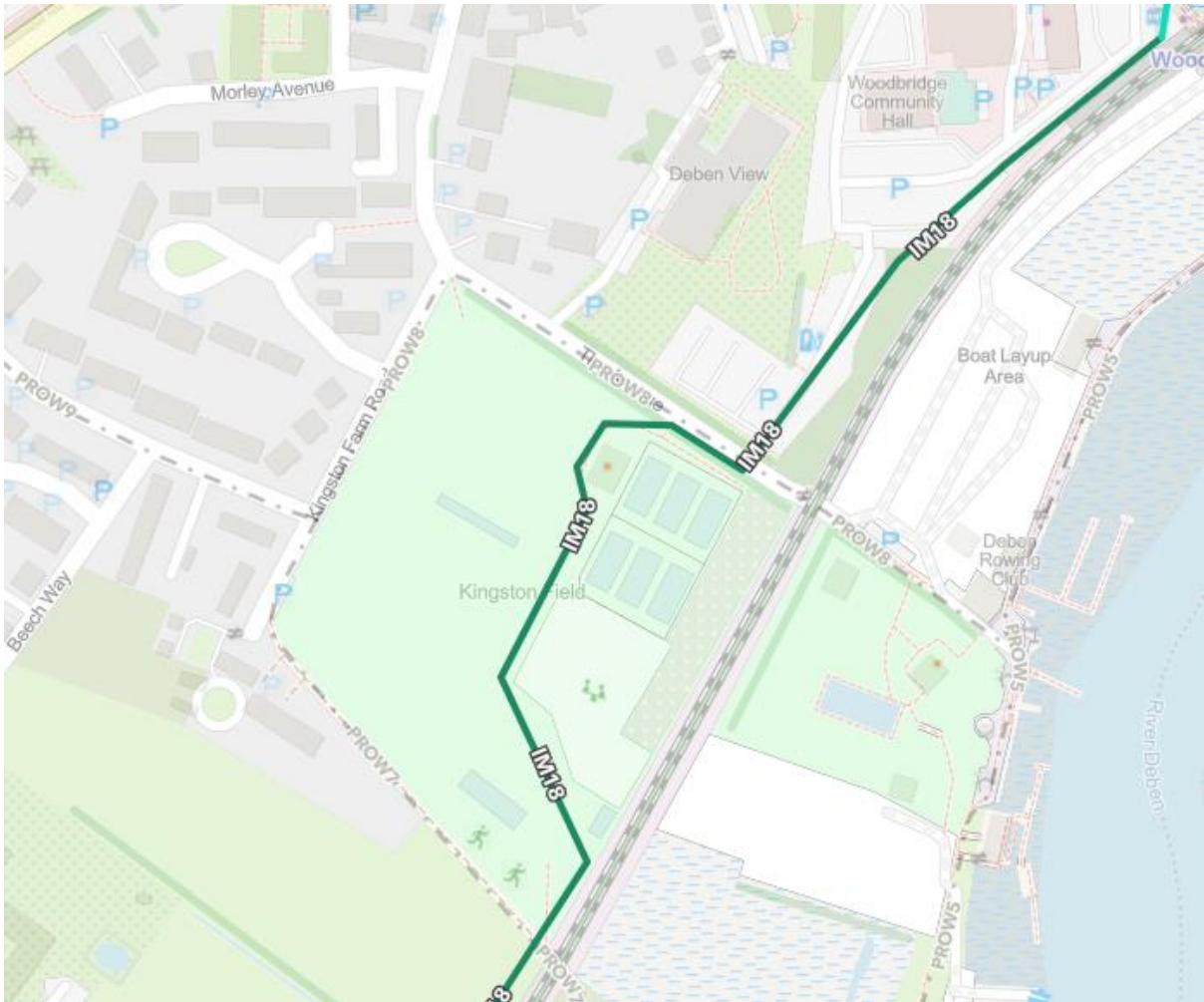


Figure 4 - northern part of route IM18 Kingston Field to Woodbridge Railway Station

This route connects to IM 16 and combined they provide a southern link from Woodbridge to Martlesham avoiding the use of busy roads. IM 18 is stated to be formed of a segregated cycle track and footway and it can be divided into distinct sections as following:

- Broomheath from Sandy Lane to Porters Wood
- Through Porters Wood, owned by the Woodland Trust, and then across a long tract of farmland specifically between Porters Wood and Kingston Farm Lane railway crossing alongside the railway line and a stream from a number of springs.
- Across the eastern side of Kingston Fields to The Avenue
- A possible upgrade (?) of the footway behind Deben View to accommodate a segregated cycle track and a possible (?) defined new footway and separate cycle track through the rest of Station Road car park.

It recommends the route is lit and states it will give disabled access to Kingston Fields playground and associated facilities.

The route includes new secure cycle storage facilities at the station.

Flooding Issue

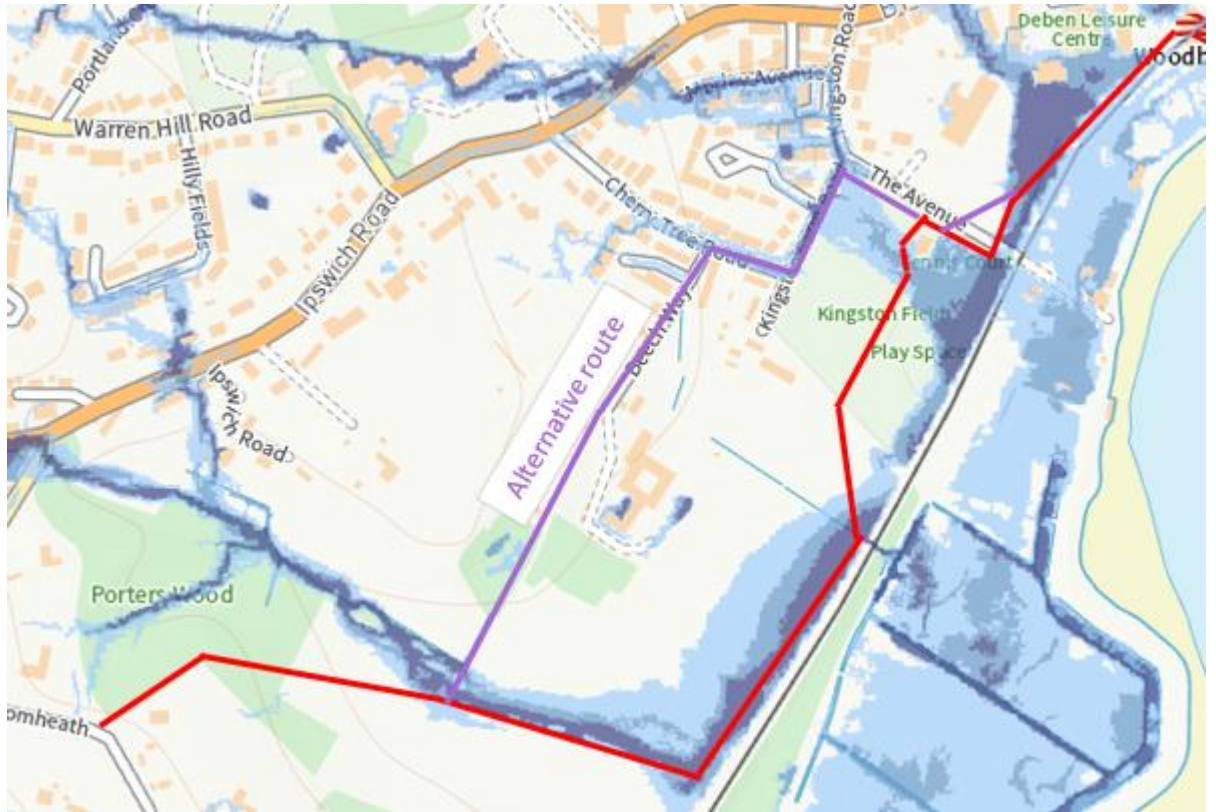


Figure 5 - Extent of flooding - EA Surface water map (dark blue shading greater than 3% chance of annual flooding) plus a possible alternative route

High Priority Routes

IM 17 – Outer Woodbridge Route

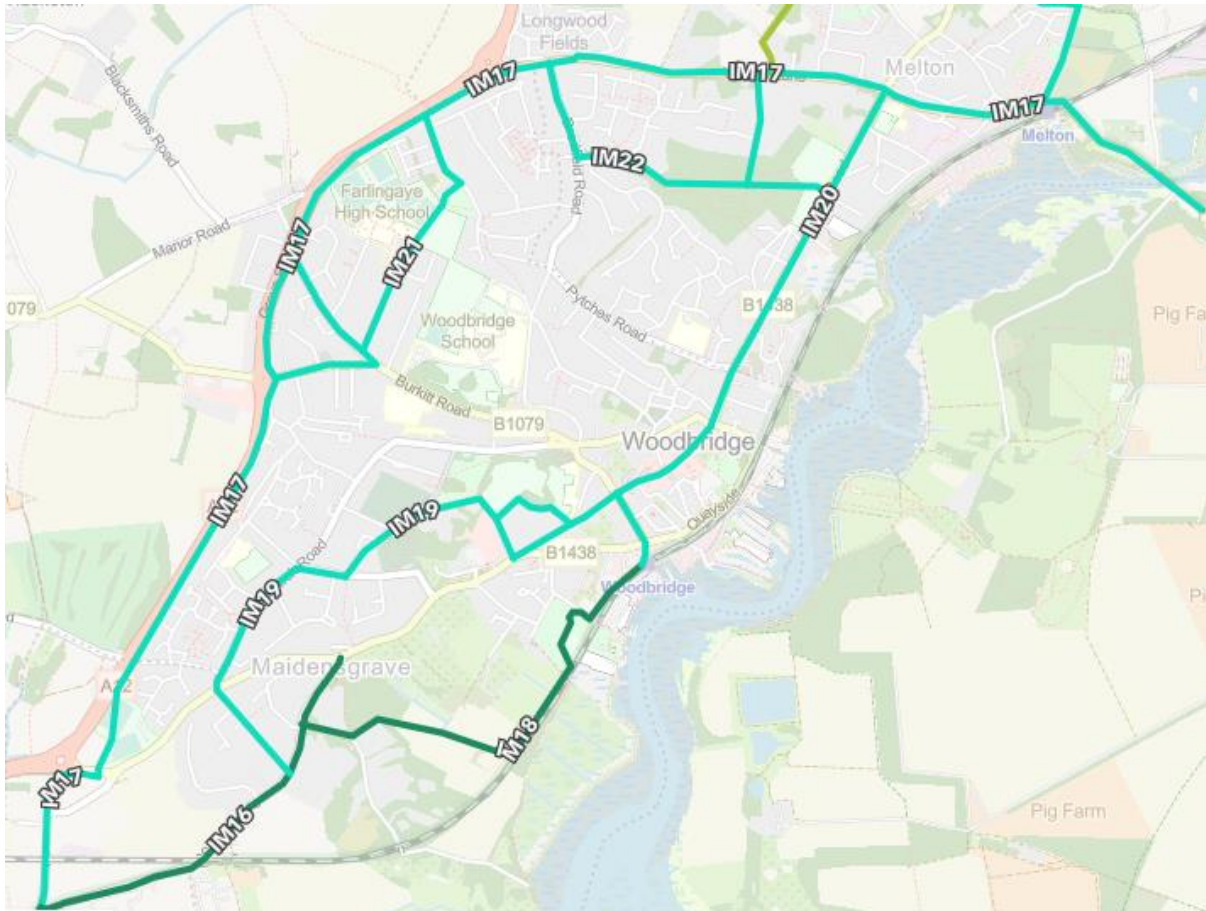


Figure 6 – route of IM17 - Outer Woodbridge

This proposes a segregated cycle and walking track from Top Street Martlesham to east of Wilford Bridge. It incorporates a bridge over the B1438 east of the Seckford Hall roundabout and it passes along the eastern side of the A12. It includes, upgrading the existing arrangement north of the B1079 (Dobbies) roundabout to the A1052 roundabout. This part of the proposal are essentially those includes as part of SCC's A12 improvements: ['Seven Hills' to A1152 Wood Lane](#) [A12 improvements: A14 'Seven Hills' to A1152 Woods Lane](#) | [Suffolk County Council](#).

The section along the A1152 through Melton to the roundabout east of Wilford Bridge would require a new segregated cycle track throughout as well as localised upgrades to the footway where it is substandard.

IM 19 - California /Quay Street

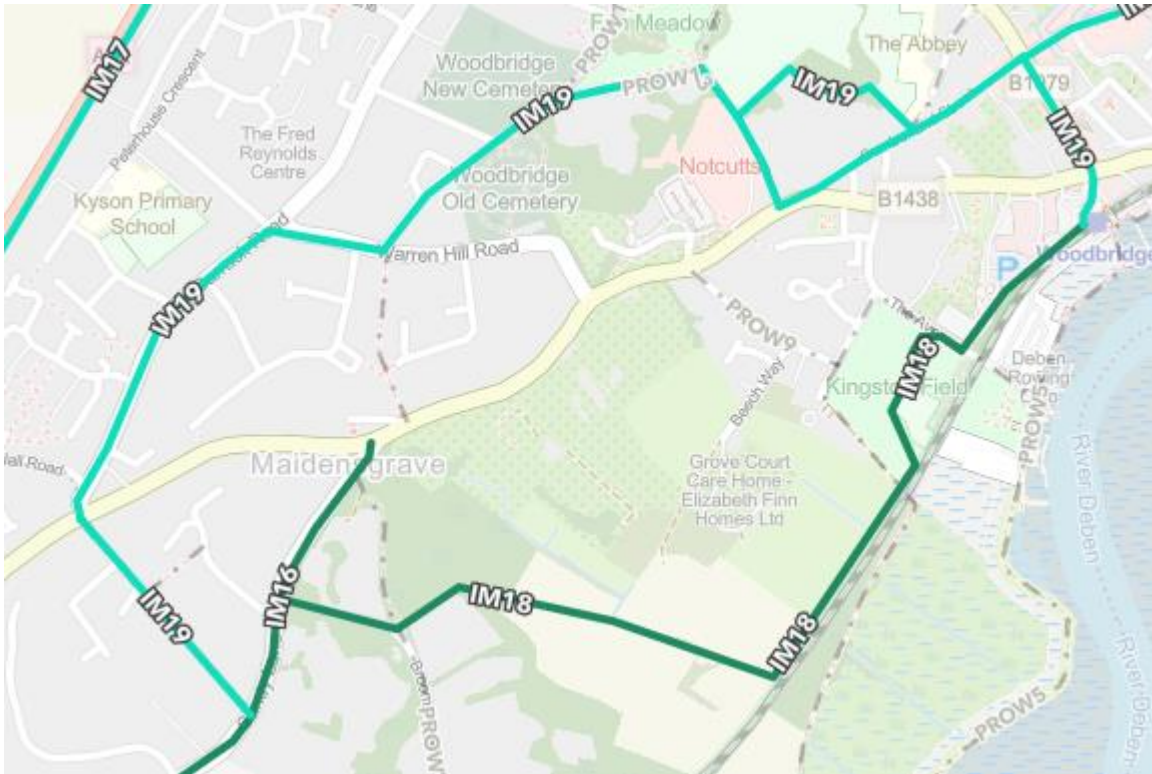


Figure 7 – route of IM 19

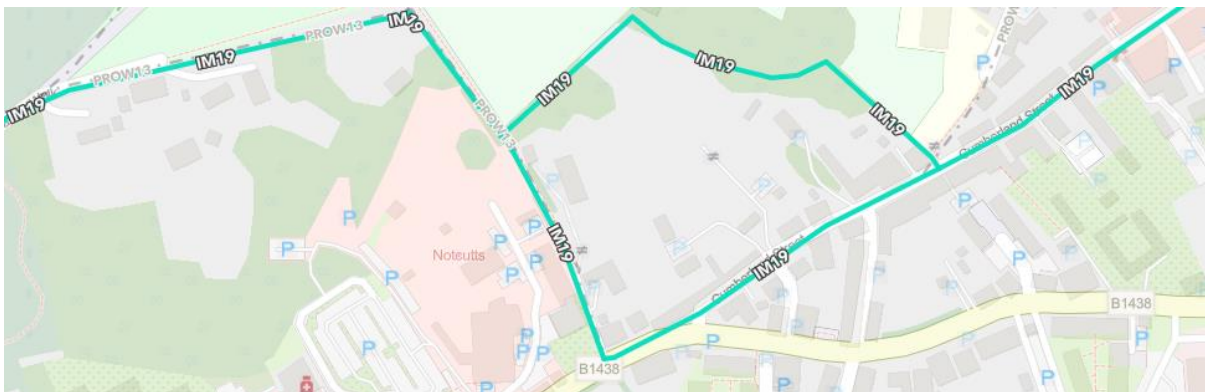


Figure 8 – IM 19 Fen Meadow to Cumberland Street section

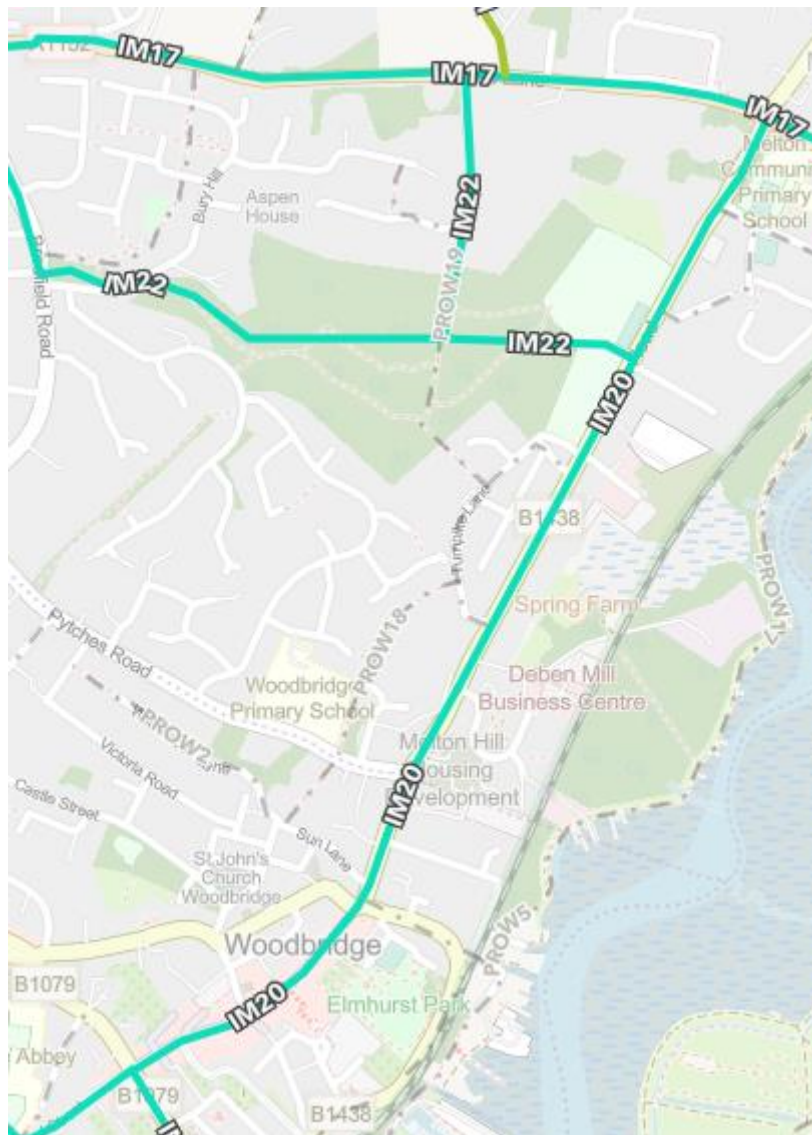
This route commences at Sandy Lane and proposes a crossing point to the B1438 onto Old Barrack Road but does not indicate if this will be signal controlled. It is proposed that, where possible, a cycling and walking track will be introduced along Warren Hill Road and possibly a footway where such is not present along Portland Crescent and Meadow Walk.

It is proposed Footpath 13 along the SE side of Fen Meadow and on Fen Walk is made a bridlepath where width makes that feasible. Where this is not feasible, it proposes a new route on the boundary of Seckford Foundation land from Fen Walk to the entrance to the Abbey school onto Cumberland Street.

On Cumberland Street widen the footway and/or introduce planters. On Quay Street make it one way or install a modal filter (to exclude through vehicular traffic?) and wider footways.

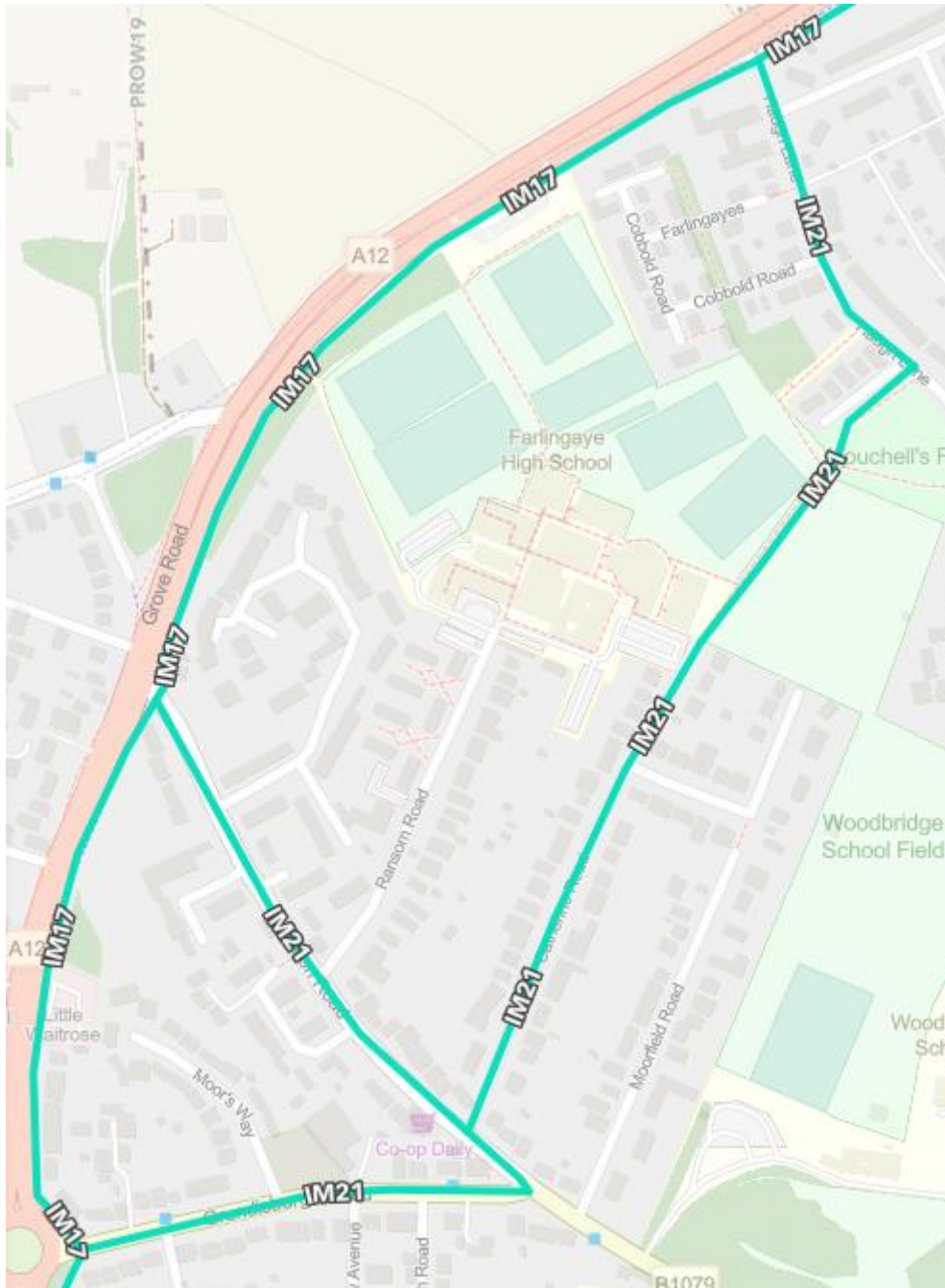
There is no mention of lighting.

IM 20 Thoroughfare/Melton Road



The proposals for this route are to further exclude deliveries in the Thoroughfare at specific times and introduce more cycle storage throughout the Thoroughfare. Introduce advance stop lines for cyclists wishing to move into the Thoroughfare (NB the author of the ESC report assumes the Thoroughfare starts at the Red Lion!). It intends to have a do-nothing strategy for Melton Hill (also north end of Thoroughfare?) due to inadequate width. North of the Old Maltings introduce a segregated cycling and walking track to the A1152 with possible on street parking removed throughout.

IM 21 Farlingaye High School



This proposal suggests introducing a one-way system along Hasketon and Grundisburgh Roads so the other part of the road can become a segregated cycle and walking track.

It further recommends widening and lighting the existing track from Haugh Lane to Catherine Road and introducing a segregated cycle and walking track along Haugh Lane to the A12 and IM17. It refers to retaining trees where possible.

ITEM 8

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.

DC/21/5389/TCA - St Johns Lodge 85	Expiry Date: Wed 22 Dec 2021
Thoroughfare Woodbridge Suffolk IP12 1AW	Determination Deadline: Mon 10 Jan 2022
T1 - Apple reduce height by 2 metres and sides prune in by 1.5 metres The tree is going towards the house and road.	

This schedule is for information only.

ITEM 9

To comment on applications to trees with a Tree Preservation Order (TPO)

DC/21/5280/TPO - 45 Haugh Lane	Expiry Date: Wed 15 Dec 2021
Woodbridge Suffolk IP12 1LA	Determination Deadline: Mon 17 Jan 2022
TPO SCDC 1982 0012	
T1 - Austrian Pine to be felled because of advancing red band needle blight.	

DC/21/5424/TPO - Hill House Pytches Road	Expiry Date: Fri 24 Dec 2021
Woodbridge Suffolk IP12 1EP	Determination Deadline: Wed 26 Jan 2022
TPO ESCC 53/0025	
T1&T2 White Poplars, Pollard to half height. Both trees are very large and overhanging Wilderness drive with potential to drop onto the properties and utility lines.	
T3 Conifer, in garden of Hill house. reduce in height by 1/3	

DC/21/5434/TPO - 2 Cherry Tree Road	Expiry Date: Wed 29 Dec 2021
Woodbridge Suffolk IP12 4BL	Determination Deadline: Wed 26 Jan 2022
T1 Beech - Section dismantle to near ground level due to infestation of Meripilus giganteus around the root zone of the tree. Given the close proximity of the neighbouring property removal of the tree is the only long term option. Replacement planting of a 12-14 standard native species to mitigate the loss is proposed following removal.	

ITEM 10

To comment on applications for planning permission

DC/21/5196/FUL - 2 New Street Woodbridge IP12 1DT	Expiry Date: Thu 23 Dec 2021
	Determination Deadline: Tue 18 Jan 2022
Change of use from travel agents to nail bar	
DC/21/5268/FUL - 17 Barton Road Woodbridge Suffolk IP12 1JQ	Expiry Date: Fri 24 Dec 2021
	Determination Deadline: Sun 16 Jan 2022
Proposed rear single storey extension	
DC/21/5406/FUL - 5 Central Maltings Crown Place Woodbridge IP12 1BS	Expiry Date: Tue 11 Jan 2022
	Determination Deadline: Tue 25 Jan 2022
Retrospective Application - Flue serving wood burning stove	
DC/21/5251/LBC - 32 Seckford Street Woodbridge IP12 4LY	Expiry Date: Tue 04 Jan 2022
	Determination Deadline: Wed 19 Jan 2022
Listed Building Consent - Replace front bay window with flush window, new dormer to front main roof and other alterations to rear and internally.	
DC/21/5259/FUL - 61 New Street Woodbridge IP12 1DZ	Expiry Date: Tue 04 Jan 2022
	Determination Deadline: Mon 24 Jan 2022
Replace previous single storey rear extension with new larger single storey rear extension, move garden wall, replace window casements and internal alterations.	
DC/21/5260/LBC - 61 New Street Woodbridge IP12 1DZ	Expiry Date: Tue 04 Jan 2022
	Determination Deadline: Mon 24 Jan 2022
Listed Building Consent - Replace previous single storey rear extension with new larger single storey rear extension, move garden wall, replace window casements and internal alterations.	
DC/21/5250/FUL - 32 Seckford Street Woodbridge IP12 4LY	Expiry Date: Tue 04 Jan 2022
	Determination Deadline: Wed 19 Jan 2022
Replace front bay window with flush window, new dormer to front main roof and other alterations to rear and internally.	
DC/21/5399/FUL - 1 Cherry Tree Road Woodbridge Suffolk IP12 4BL	Expiry Date: Fri 31 Dec 2021
	Determination Deadline: Tue 25 Jan 2022
Demolition of conservatory attached to front elevation. Alteration of existing opening (exposed by demolition) and installation of purpose made timber window. Removal of existing 'front door'. Alteration opening and installation of new front door, timber frame and attached glazed side screen together with associated internal alterations.	

[DC/21/5412/FUL - 23 Through Duncans](#)

[Woodbridge Suffolk IP12 4EA](#)

Expiry Date: Tue 04 Jan 2022

Determination Deadline: Tue 25 Jan 2022

Alterations & extensions

ITEM 11

To note East Suffolk Council decisions on Planning Applications where those decision are contrary to this Council’s recommendations and not previously reported

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

Date	Application	WTC Decision	ESC Decision	ESC Officer (Delegated) or Committee Decision
emailed	DC/21/1849/VOC - The Saleroom Theatre Street	Approval	Awaiting decision	
27.07.21	DC/21/3073/FUL 69 Thoroughfare	Approval	Application Permitted	Grant Heal
27.07.21	DC/21/3074/LBC 69 Thoroughfare	Approval	Application Permitted	Grant Heal
24.08.21	DC/21/3667/FUL - Pinecrest 5 Pytches Road	Refusal	Awaiting decision	
24.08.21	DC/21/3877/FUL - 9B Thoroughfare	Approval	Awaiting decision	
07.09.21	DC/21/3748/PN3 - Framfield Medical Centre,	Approval	Awaiting decision	
05.10.21	DC/21/4145/LBC - 1B Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Application Permitted	Grant Heal
05.10.21	DC/21/4098/VOC - 1B Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Application Permitted	Grant Heal
05.10.21	DC/21/4365/FUL - 24 Anni Healey Close Woodbridge Suffolk IP12 1GZ	Approval	Awaiting decision	
05.10.21	DC/21/4002/ARM - Land To The South And East Of Adastral Park	Refusal	Awaiting decision	
05.10.21	DC/21/4003/ARM - Land To The South And East Of Adastral Park	Refusal	Awaiting decision	
05.10.21	DC/21/4004/ARM - Land To The South And East Of Adastral Park	Refusal	Awaiting decision	
05.10.21	DC/21/4005/ARM - Land To The South And East Of Adastral Park	Refusal	Awaiting decision	
19.10.21	DC/21/4288/FUL - Woodbridge Quay Church Quay Street	Approval	Application Permitted	Grant Heal
19.10.21	DC/21/4452/VOC - The Crown Hotel 2 Thoroughfare	Refusal	Application Permitted	Michaelle Coupe
19.10.21	DC/21/4358/FUL - 96 Edwin Avenue	Approval	Awaiting decision	
19.10.21	DC/21/4546/LBC - Norfolk House 71 Thoroughfare	Approval	Application Refused	Eleanor Attwood
19.10.21	DC/21/4502/FUL - 42A Chapel Street	Approval	Application Permitted	Eleanor Attwood
19.10.21	DC/21/4580/FUL - 86 Edwin Avenue	Approval	Awaiting decision	
19.10.21	DC/21/4557/FUL - Little Kyson Broomheath	Refusal	Awaiting decision	
02.11.21	DC/21/4673/LBC - 9B Thoroughfare	Approval	Awaiting decision	
02.11.21	DC/21/4653/FUL - 4 Doric Place	Approval	Awaiting decision	

02.11.21 DC/21/4654/LBC – 4 Doric Place
 16.11.21 DC/21/4773/FUL - 3A Thoroughfare
 16.11.21 DC/21/4878/FUL - The Manor House 27 Cumberland Street
 16.11.21 DC/21/4879/LBC - The Manor House 27 Cumberland Street
 16.11.21 DC/21/4847/FUL - 44 Brook Street
 16.11.21 DC/21/4848/LBC - 44 Brook Street
 30.11.21 DC/21/5159/TPO - 37 Mill View Close
 30.11.21 DC/21/5095/FUL - 24 Cherry Tree Road
 30.11.21 DC/21/5104/FUL - 14 Bullards Lane
 30.11.21 DC/21/5063/FUL - 3 Pinewood
 30.11.21 DC/21/5187/FUL - 6B Prentices Lane
 30.11.21 DC/21/4557/FUL - Little Kyson Broomheath

Approval	Awaiting decision
Refusal	Awaiting decision
Approval	Awaiting decision
Approval	Awaiting decision
Approval	Awaiting decision
Approval	Awaiting decision
Refusal	Awaiting decision
Approval	Awaiting decision
Approval	Awaiting decision
Approval	Awaiting decision
Refusal	Awaiting decision
Refusal	Awaiting decision