



WOODBIDGE 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 16th NOVEMBER 2021** at **5PM**

Greg Diaper

Town Clerk

10th November 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. 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.

5. Confirmation of Planning Committee Minutes.

To confirm the minutes of the Planning Committee held on 2nd November 2021.

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

7. To comment on applications for planning permission.

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

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

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

11. Closure.

Woodbridge Town Council

Minutes of the meeting of the **Planning Committee** held at the **John Gibbons Gallery** on **Tuesday 2nd November 2021** at 7pm

Councillors:

Present: D Adelson, S Bale, C Mapey, S Miller, R Sanders and M Sutton

Apologies: Lady C Blois, G Holdcroft and C Walsh

Absent without

Apologies: J Jewers

In Attendance: Town Clerk and no members of the public

472. Apologies for Absence

Apologies for absence had been received from Councillors Blois, Holdcroft and Walsh.

473. To receive Declarations of Interest

Councillor Mapey declared a non-pecuniary interest in item 479 as a near neighbour to one of the applications listed.

474. To consider requests for Dispensations

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

475. Public Question Time

There were no members of the public present.

476. To agree and approve the Minutes of the meeting held on 29th October 2021

The minutes of the Planning Committee meeting held 29th October 2021 were approved.

477. 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.

478. To comment on applications for planning permission

The Council agreed their comments as set out below:-

Application No and Address	Committee Comments
DC/21/4673/LBC - 9B Thoroughfare	We recommend APPROVAL
DC/21/4653/FUL - 4 Doric Place	We recommend APPROVAL
DC/21/4654/LBC – 4 Doric Place	We recommend APPROVAL

479. 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.

480. Closure

The meeting was closed at 7.05pm.

Councillor Sanders
Chair

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.

DC/21/5003/TCA - 47 Ipswich Road	Expiry Date: Thu 25 Nov 2021
	Determination Deadline: Tue 14 Dec 2021
T1 Blue Cedar on road frontage - crown reduction up to 2m. below BT wires.	

DC/21/4958/TCA - 30 Victoria Road	Expiry Date: Fri 26 Nov 2021
	Determination Deadline: Thu 09 Dec 2021
T1 Cherry Tree to the rear LHC of the rear garden, outgrown its position in regard to fence lines and neighbouring gardens - Reduce the crown by 30% to manage the tree in relation to neighbouring properties.	
T2 Holly, outgrown its position in regard to fence lines and neighbouring gardens - Reduce the crown by 50% in height and trim the sides to manage the tree in relation to neighbouring properties.	

DC/21/4900/TCA - 124, 126 And 128 Castle Street	Expiry Date: Fri 19 Nov 2021
	Determination Deadline: Tue 07 Dec 2021
To reduce the size of a sycamore in 124 Castle Street and 126 Castle Street and remove a sapling from 128 Castle Street as follows: Description- No 124, Sycamore in front of shed - reduce the crown by 35% and remove debris - dismantle the remaining tree to stump level and remove debris No 126, Sycamore to the right hand side of the rear garden - prune back 6 lower branches over the garden and remove debris. No 128, Sycamore multi-stemmed sapling to the right hand side of the brick steps - cut down and remove debris	

This schedule is for information only.

ITEM 7

To comment on applications for planning permission

DC/21/4773/FUL - 3A Thoroughfare	Expiry Date: Mon 22 Nov 2021
	Determination Deadline: Wed 15 Dec 2021
Refurbishment and single storey extension to existing bungalow. Refurbishment of existing garage, New Double carport, Garden gazebo.	

DC/21/4878/FUL - The Manor House 27 Cumberland Street	Expiry Date: Thu 02 Dec 2021
	Determination Deadline: Sun 26 Dec 2021
Single storey rear extension following demolition of existing conservatory and single storey kitchen and Alterations and change of use to existing outbuilding/garage to home office/studio including single storey glazed porch	

DC/21/4879/LBC - The Manor House 27 Cumberland Street	Expiry Date: Thu 02 Dec 2021
	Determination Deadline: Sun 26 Dec 2021
Listed Building Consent - i Single storey rear extension following demolition of existing conservatory and single storey kitchen. ii Alterations and change of use to existing outbuilding/garage to home office/studio Single storey glazed porch connecting i and ii Internal alterations to host dwelling including infilling existing opening and formation of new internal opening	

DC/21/4847/FUL - 44 Brook Street	Expiry Date: Thu 02 Dec 2021
	Determination Deadline: Thu 23 Dec 2021
Removal of existing rear structure and erection of a new single storey rear extension	

DC/21/4848/LBC - 44 Brook Street	Expiry Date: Thu 02 Dec 2021
	Determination Deadline: Thu 23 Dec 2021
Listed Building Consent - Removal of existing rear structure and erection of a new single storey rear extension	

ITEM 8

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	
emailed	DC/21/1886/FUL - Land To The Rear Of 32 Market Hill	Refusal	Awaiting decision	
13.07.21	DC/21/2884/LBC - 24 Thoroughfare	Approval	Application Permitted	Grant Heal
27.07.21	DC/21/3073/FUL 69 Thoroughfare	Approval	Awaiting decision	
27.07.21	DC/21/3073/LBC 69 Thoroughfare	Approval	Awaiting decision	
10.08.21	DC/21/3529/VOC - 37-41 Warwick Avenue	Approval	Awaiting decision	
24.08.21	DC/21/3541/FUL - Grove Lodge 6 Pytches Road	Refusal	Awaiting decision	
24.08.21	DC/21/1886/FUL - Land To The Rear Of 32 Market Hill	Refusal	Awaiting decision	
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/21/2884/LBC - 24 Thoroughfare	Approval	Application Permitted	Grant Heal
07.09.21	DC/21/3748/PN3 - Framfield Medical Centre,	Approval	Awaiting decision	
07.09.21	DC/21/3888/FUL - 6 Naverne Meadow	Approval	Awaiting decision	
21.09.21	DC/21/4034/FUL - Selwyn House 78 Thoroughfare	Approval	Awaiting decision	
21.09.21	DC/21/4035/LBC - Selwyn House 78 Thoroughfare	Approval	Awaiting decision	
21.09.21	DC/21/4046/FUL - Brook House 36 Cumberland Street	Approval	Application Permitted	Eleanor Attwood
21.09.21	DC/21/4047/LBC - Brook House 36 Cumberland Street	Approval	Application Permitted	Eleanor Attwood
21.09.21	DC/21/4149/FUL - 23 Burkitt Road	Approval	Application Permitted	Charlie Bixby
05.10.21	DC/21/4145/LBC - 1B Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Awaiting decision	
05.10.21	DC/21/4098/VOC - 1B Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Awaiting decision	
05.10.21	DC/21/4402/FUL - 18 Sun Lane Woodbridge IP12 1EG	Approval	Awaiting decision	
05.10.21	DC/21/4365/FUL - 24 Anni Healey Close Woodbridge Suffolk IP12 1GZ	Approval	Awaiting decision	
05.10.21	DC/21/4403/LBC - 18 Sun Lane Woodbridge IP12 1EG	Approval	Awaiting decision	

ITEM 9

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

Officers received notification from East Suffolk Council on November 1st of three new consultations, two of which this Committee will consider:

East Suffolk Council is inviting comments on three new planning policy documents:

- Sustainable Construction Supplementary Planning Document, consultation period: Monday 1st November to 5pm on Monday 13th December 2021.
- Affordable Housing Supplementary Planning Document, consultation period: Monday 1st November to 5pm on Monday 13th December 2021.
- Cycling and Walking Strategy, consultation period: Monday 1st November to 5pm on Monday 10th January 2022.

Affordable Housing Supplementary Planning Document (SPD)

The Affordable Housing Supplementary Planning Document (SPD) will provide guidance on the implementation of the Council's planning policies related to affordable housing. The draft SPD covers a range of matters including types of affordable housing, identifying an appropriate mix of affordable housing, the design of affordable housing, legal agreements and carrying out local housing needs assessments.

The SPD has been drafted following an initial consultation that was held in November and December 2020 under which views were sought on the scope and content of the SPD. A Consultation Statement has been published alongside the draft SPD which explains how the comments received have been taken into account in drafting the SPD.

Upon adoption the SPD will replace the following existing guidance documents:

- Supplementary Planning Guidance 2 Affordable Housing (July 2004) – this relates to the former Suffolk Coastal area, and;
- Affordable Housing Supplementary Planning Document (May 2012) – this relates to the former Waveney local planning authority area.

Consultation information

To view and respond to the consultation material, including supporting information, please visit www.eastsuffolk.gov.uk/planning-policy-consultations.

The documents available as part of the consultation are:

- Draft Affordable Housing Supplementary Planning Document and supporting documents (Initial Consultation Statement, Strategic Environmental Assessment Screening Opinion, Habitats Regulations Assessment Screening Assessment and Equalities Impact Assessment Screening Opinion);

Please submit any comments on the Draft Sustainable Construction Supplementary Planning Document and **Draft Affordable Housing Supplementary Planning Document** by **5pm on Monday 13th December 2021**

The full consultation document has been uploaded to SharePoint.

This Committee has one further meeting on November 30th prior to the deadline of Monday 13th December. There are two ways for the Committee to respond, either via direct email to East Suffolk Council, or by making comment online:

<https://eastsuffolk.inconsult.uk/ESAFFHSGDRAFT/viewCompoundDoc?docid=12374196&sessionid=&voteid=>

There are sixteen sections of the consultation where comment can be made online:

Introduction

Types of affordable housing

Identifying an appropriate mix of affordable housing

Section 106 agreements

Financial contributions

Exception Sites

Design

Local Housing Needs Assessments

Viability assessments

Vacant buildings credit

Community Infrastructure Levy

Making an Application

Affordable Housing Needs by Tenure

Section 106 Model Heads of Terms and Template Clauses

Vacant Buildings Credit

General Comments

Members are asked to discuss how they wish to comment on this consultation.

ITEM 10

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

Officers received notification from East Suffolk Council on November 1st of three new consultations, two of which this Committee will consider:

East Suffolk Council is inviting comments on three new planning policy documents:

- Sustainable Construction Supplementary Planning Document, consultation period: Monday 1st November to 5pm on Monday 13th December 2021.
- Affordable Housing Supplementary Planning Document, consultation period: Monday 1st November to 5pm on Monday 13th December 2021.
- Cycling and Walking Strategy, consultation period: Monday 1st November to 5pm on Monday 10th January 2022.

Sustainable Construction Supplementary Planning Document (SPD)

The Sustainable Construction SPD will provide guidance on the implementation of the Council's Sustainable Construction planning policies and other planning policies related to mitigating the impact of climate change. The draft SPD addresses a range of topics including energy efficiency, renewable energy, water conservation, waste and use of materials.

The SPD has been drafted following an initial consultation on the proposed scope and content held in March and April 2021. A Consultation Statement has been published alongside the draft SPD which explains how the comments received have been taken into account in drafting the SPD.

Upon adoption the SPD will replace the following existing guidance document:

- Renewable Energy and Sustainable Construction SPD (September 2013, which relates to the former Waveney area).

Consultation information

To view and respond to the consultation material, including supporting information, please visit www.eastsuffolk.gov.uk/planning-policy-consultations.

The documents available as part of the consultation are:

- Draft Sustainable Construction Supplementary Planning Document and supporting documents (Initial Consultation Statement, Strategic Environmental Assessment Screening Opinion, Habitats Regulations Assessment Screening Assessment and Equalities Impact Assessment Screening Opinion);

Please submit any comments on the **Draft Sustainable Construction Supplementary Planning Document** and Draft Affordable Housing Supplementary Planning Document by **5pm on Monday 13th December 2021**

The full consultation document has been uploaded to SharePoint.

This Committee has one further meeting on November 30th prior to the deadline of Monday 13th December. There are two ways for the Committee to respond, either via direct email to East Suffolk Council, or by making comment online:

<https://eastsuffolk.inconsult.uk/SUSCONSPDDRAFT/viewCompoundDoc?docid=12399348>

There are eighteen sections of the consultation where comment can be made online:

Introduction

Water Efficiency and Management

Energy Efficiency and Carbon Reduction

Materials

Waste

Siting, Form and Orientation

Sustainable Energy and Construction and the Historic Environment

Natural Environment

Renewable and Low Carbon Energy schemes

Construction Methods & Standards

Healthy Buildings and Places

Making a Planning Application

Evidence Base & Further Guidance

Sustainability Statement TER Template

Standard Condition wording

Sustainable development checklist

List of Photograph Credits

General Comments

Members are asked to discuss how they wish to comment on this consultation.