



Woodbridge Town Council

Shire Hall Market Hill Woodbridge Suffolk IP12 4LP

Town Clerk: Mr G E Diaper

Tel: 01394 383599

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To Members of the Planning Committee

Cllr Adelson

Cllr Bale

Cllr Blois

Cllr Gillard

Cllr Holdcroft

Cllr Miller

Cllr Rawlings

Cllr Sanders

Cllr Sutton

Cllr Walsh

You are hereby summoned to attend a **meeting** of the **Planning Committee** to be held at the **John Gibbins Gallery, The Longshed, Tide Mill Way** on **Tuesday 6th September 2022** at **7pm**.

Greg Diaper

Town Clerk

31st August 2022

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 17th August 2022.

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.

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

8. To comment on applications for planning permission.

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

10. To consider a request from the Planning Authority regarding DC/22/2641/VOC - Former Council Offices.

11. Closure.

Woodbridge Town Council

Minutes of the meeting of the **Planning Committee** held at the **John Gibbins Gallery** on **Wednesday 17th August 2022** at **6pm**.

Councillors:

Present: D Adelson, S Bale, G Holdcroft, S Miller, S Rawlings, R Sanders, and M Sutton.

Apologies: C Blois, P Gillard and C Walsh.

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

239. Apologies for Absence

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

240. To receive Declarations of Interest

Councillor Holdcroft declared a non-pecuniary interest in application DC/22/2370/FUL as applicants obtain a license to trade during the regatta.

Councillor Adelson declared a non-pecuniary interest in application DC/22/2370/FUL as a relative lives in the adjacent houseboats.

241. To consider requests for Dispensations

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

242. To agree and approve the Minutes of the meeting held on 2nd August 2022

The minutes of the Planning Committee meeting held 2nd August 2022 were approved.

243. Public Question Time.

There were no members of the public present.

244. To note intentions to undertake works to trees in the Conservation Area

The Committee noted the following applications:

DC/22/2949/TCA - 26 Ipswich Road Woodbridge Suffolk IP12 4BU

DC/22/3112/TCA - 76 Thoroughfare Woodbridge Suffolk IP12 1AL

DC/22/3128/TCA - Seckford House 15 Market Hill Woodbridge Suffolk IP12 4LP

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

The Council agreed their comments as set out below:-

Application No and Address	Committee Comments
DC/22/3073/TPO - 1 Sandford Place Ipswich Road Woodbridge Suffolk IP12 4BX	We recommend APPROVAL however would recommend a replacement tree planted onsite.

246. To comment on applications for planning permission

The Council agreed their comments as set out below:-

Application No and Address	Committee Comments
DC/22/2778/FUL - 101 Ipswich Road Woodbridge Suffolk IP12 4BY	We recommend APPROVAL
DC/22/2751/FUL - 1 Farlingayes Woodbridge Suffolk IP12 1HF	We recommend APPROVAL
DC/22/2840/FUL - 42 Brook Street Woodbridge Suffolk IP12 1BE	We recommend APPROVAL
DC/22/2841/LBC - 42 Brook Street Woodbridge Suffolk IP12 1BE	We recommend APPROVAL
DC/22/2966/VOC - 69 Thoroughfare Woodbridge Suffolk IP12 1AH	We recommend APPROVAL
DC/22/2973/FUL - 1A St Johns Street Woodbridge Suffolk IP12 1EB	We recommend APPROVAL
DC/22/2974/LBC - 1A St Johns Street Woodbridge Suffolk IP12 1EB	We recommend APPROVAL
DC/22/2370/FUL - Ferry Quay Cafe Ferry Quay Woodbridge Suffolk IP12 1BW	Further to the committee previous comments at the meeting of 2 August 2022 the committee reviewed the amended drawings submitted by the Applicant. The committee resolved to again recommend REFUSAL for the following reasons which remain unaddressed: 1 - The application contravenes SCLP 11.1 g: permission will be granted where proposals

Create permeable and legible developments which are easily accessed, throughout the site and connections outside the site, and used by all, regardless of age, mobility and disability;

The current proposal does not enable disabled access to the covered upper level of the café whilst the seating proposed at ground level is not suitable for wheelchair users.

- 2 - The application contravenes SCLP 11.1 g: permission will be granted where proposals

Ensure that the layout and design incorporates adequate provision for the storage and collection of waste and recycling bins in a way which does not detract from the appearance of the development;

The current proposal does not address waste storage and disposal facilities.

- 3 – Toilet facilities still inadequately addressed by the Applicant in the submitted documents. WTC are disappointed that the Applicant is considering a location are around 50 yards from the premises and the submitted documents do not propose a fully accessible toilet. WTC recommend a fully accessible toilet is provided at the cafe.

– We are concerned about the lack of detail of ventilation in the kitchen/ food preparatory area.

The amended drawings do not show surface water drainage proposals for

	<p>the roof and WTC are concerned at possible discharge onto the PROW footpath which in winter could freeze and create a serious slip hazard on the sloped surface beside the water's edge.</p> <p>WTC remain of the view that if these matters are addressed to the satisfaction of the Planning Authority, as well as other matters raised by the Flood Risk Management Authority and Environmental Protection, The Committee would fully support the development.</p> <p>We also have a concern that the proposed development will constrain the PROW footpath to its actual/ mapped route, which follows the edge of the Dock., There are currently a number of trip hazards on the actual route of the footpath which may need to be cleared, however these are necessary for access to the house boats moored in Bass Dock. We would suggest that Suffolk County Council and the Applicant looks to re-route this footpath to avoid these potential hazards.</p>
DC/22/2791/FUL - 13 Ipswich Road Woodbridge Suffolk IP12 4BS	We recommend APPROVAL
DC/22/2649/FUL - 10 North Hill Woodbridge Suffolk IP12 1HH	We recommend APPROVAL
DC/22/2749/FUL - 58 Cumberland Street Woodbridge Suffolk IP12 4AD	We recommend APPROVAL
DC/22/2750/LBC - 58 Cumberland Street Woodbridge Suffolk IP12 4AD	We recommend APPROVAL

247. To note East Suffolk Council's decisions on planning applications where those decisions are contrary to this council's recommendations and not previously reported

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

248. To agree the Committees response to the NALC consultation on short term holiday lets

The Committee considered a draft prepared by the Clerk and agreed that with the following changes the response be submitted.

Changes listed:

- Rectify a spelling error
- Reformat percentage section
- replace last section with:

There is an erosion of local traditions, accents and knowledge. Most of our local organisations struggle to gain sufficient involvement in running local community groups and voluntary organisations, this is deeply concerning to Woodbridge Town Council.

249. Closure

The meeting was closed at 6.58pm

Councillor Sanders
Chair

DRAFT

Item 6

To note intentions to undertake works to trees in the conservation area (TCA)

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/22/3235/TCA - 108 Castle Street	Expiry Date: Wed 07 Sep 2022
Woodbridge Suffolk IP12 1HL	Determination Date: Sun 25 Sep 2022
1no. Conifer (T1 on plan) - Fell 1no. Oak (T2 on plan) - Remove large lateral branch over shed roof to boundary line.	

Item 7

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

No applications to report.

Item 8

To comment on applications for planning permission

DC/22/2993/FUL - 12 Gladstone Road	Expiry Date: Fri 09 Sep 2022
Woodbridge Suffolk IP12 1EF	Determination Date: Tue 20 Sep 2022
Loft conversion and alterations to existing house.	

DC/22/2982/FUL - Framfield Medical Centre	Expiry Date: Fri 16 Sep 2022
Ipswich Road Woodbridge Suffolk IP12 4FD	Determination Date: Mon 10 Oct 2022
Installation of a Solar PV system totalling 27.69kWp to the Doctor surgery roof	

DC/22/3292/LBC - 9A Church Street	Expiry Date: Thu 22 Sep 2022
Woodbridge Suffolk IP12 1DS	Determination Date: Tue 11 Oct 2022
Listed Building Consent - To screw-fix a Woodbridge Society Blue Plaque to the outside face of an exterior wall. Plaque wording: The Woodbridge Society Margaret Agnes Rope 1882-1953 Stained-glass Artist and Nun lived and worked at the Carmelite Convent here 1923-1938 Plaque details: white lettering on blue background, 450 mm diameter, CNC cut, digitally printed direct to 3 mm aluminium composite, with matt laminate	

DC/22/3231/FUL - 33 Old Barrack Road	Expiry Date: Fri 16 Sep 2022
Woodbridge Suffolk IP12 4ET	Determination Date: Mon 17 Oct 2022
Two-storey front extension, part two-storey and part single storey rear extension with associated structural works	

DC/22/3127/FUL - 72 Seckford Street, Woodbridge, Suffolk, IP12 4LZ	Expiry Date: Thu 29 Sep 2022
	Determination Date: Thu 20 Oct 2022
Re build of existing brick garden shed to incorporate new brick buttress to support retaining garden wall	

DC/22/3352/FUL - 43 Grundisburgh Road, Woodbridge, Suffolk, IP12 4HH	Expiry Date: Thu 22 Sep 2022
	Determination Date: Mon 17 Oct 2022
Proposed 2 storey front extension and internal remodelling	

Item 9

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
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/21/4557/FUL - Little Kyson Broomheath	Refusal	Awaiting decision	
26.04.22	DC/22/1286/FUL - 31 Warren Hill Road	Approval	Awaiting decision	
26.04.22	DC/22/1359/FUL - 1 St Johns Street	Approval	Awaiting decision	
26.04.22	DC/22/1360/LBC - 1 St Johns Street	Approval	Awaiting decision	
26.04.22	DC/22/1163/FUL - Waggoners Court Bredfield Street	Refusal	Awaiting decision	
24.05.22	DC/22/1209/LBC - 2 Carmelite Place	Approval	Application Permitted	Delegated Decision
07.06.22	DC/22/1883/FUL - 33 Grundisburgh Road	Approval	Awaiting decision	
07.06.22	DC/22/1389/FUL - Skateboard Facility Rear Of Deben Leisure Centre	Approval	Awaiting decision	
07.06.22	DC/22/2005/FUL - Inn Field House 9 Pytches Road	Approval	Awaiting decision	
21.06.22	DC/22/1924/FUL - 30A Bredfield Street Woodbridge Suffolk IP12 4NH	Refusal	Awaiting decision	
21.06.22	DC/22/2241/VOC - 5-7 Tide Mill Way Woodbridge Suffolk IP12 1BY	Approval	Awaiting decision	
21.06.22	DC/22/2068/VOC - Bull Ride 70 New Street Woodbridge Suffolk IP12 1DX	Approval	Awaiting decision	
05.07.22	DC/22/2183/LBC - 50 Hasketon Road Woodbridge Suffolk IP12 4LD	Approval	Awaiting decision	
05.07.22	DC/22/2399/FUL - 50 Hasketon Road Woodbridge Suffolk IP12 4LD	Approval	Awaiting decision	
05.07.22	DC/22/2195/FUL - Woodbridge School Burkitt Road Woodbridge Suffolk IP12 4JH	Approval	Awaiting decision	
05.07.22	DC/22/1286/FUL - 31 Warren Hill Road Woodbridge Suffolk IP12 4DY	Approval	Awaiting decision	
19.07.22	DC/20/0902/OUT - Suffolk Constabulary Force Headquarters	Refusal	Awaiting decision	

19.07.22	DC/22/2346/FUL - 8 Christchurch Drive Woodbridge Suffolk IP12 4TJ	Approval	Awaiting decision
02.08.22	DC/22/2629/FUL - 4 Peterhouse Crescent Woodbridge Suffolk IP12 4HT	Approval	Awaiting decision
02.08.22	DC/22/2370/FUL - Ferry Quay Cafe Ferry Quay Woodbridge Suffolk IP12 1BW	Refusal	Awaiting decision
	DC/22/2641/VOC - Former Council Offices Melton Hill Melton Woodbridge Suffolk		
02.08.22	IP12 1AU	Refusal	Awaiting decision
02.08.22	DC/22/2783/FUL - The Abbey School Church Street Woodbridge Suffolk	Approval	Awaiting decision
02.08.22	DC/22/2619/FUL - Land Adjacent To 13 Sun Lane Woodbridge Suffolk	Approval	Awaiting decision
02.08.22	DC/22/2740/FUL - 58 Victoria Road, Woodbridge, Suffolk, IP12 1EL	Approval	Awaiting decision
02.08.22	DC/22/2664/VOC - 69 Thoroughfare, Woodbridge, Suffolk, IP12 1AH	Approval	Awaiting decision
17.08.22	DC/22/2778/FUL - 101 Ipswich Road Woodbridge Suffolk IP12 4BY	Approval	Awaiting decision
17.08.22	DC/22/2751/FUL - 1 Farlingayes Woodbridge Suffolk IP12 1HF	Approval	Awaiting decision
17.08.22	DC/22/2840/FUL - 42 Brook Street Woodbridge Suffolk IP12 1BE	Approval	Awaiting decision
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17.08.22	DC/22/2966/VOC - 69 Thoroughfare Woodbridge Suffolk IP12 1AH	Approval	Awaiting decision
17.08.22	DC/22/2973/FUL - 1A St Johns Street Woodbridge Suffolk IP12 1EB	Approval	Awaiting decision
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17.08.22	DC/22/2749/FUL - 58 Cumberland Street Woodbridge Suffolk IP12 4AD	Approval	Awaiting decision
17.08.22	DC/22/2750/LBC - 58 Cumberland Street Woodbridge Suffolk IP12 4AD	Approval	Awaiting decision

Item 10

To consider a request from the Planning Authority regarding DC/22/2641/VOC - Former Council Offices

The following communication has been received from the Planning Authority regarding application - DC/22/2641/VOC. The Demolition Management Plan has been uploaded to SharePoint as a separate document.

From: Danielle Miller <Danielle.Miller@eastsoffolk.gov.uk>

Sent: 23 August 2022 15:56

To: Town Clerk <townclerk@woodbridge-suffolk.gov.uk>

Subject: DC/22/2641/VOC - Former Council Offices

Dear Woodbridge Town Council

Following on from your objection to the above application; under the existing conditions there is no specific provision for a Demolition Management Plan, but the proposed amended conditions very definitely do require one under this proposed amendments to Condition 19 (see new Part A).

Incidentally, there is also a separate requirement in the amended Condition 16 for a Demolition Method Statement, but that condition is specific to remediation/contamination only, so it is the amended Condition 19 that contains the main provisions that require the Council's approval of a Demolition Management Plan.

As approval is required through a Discharge Of Condition application then it would be available for public scrutiny at the time of submission.

Notwithstanding that a DRC has currently been submitted which does include details of the proposed Demolition Management Plan; which I have requested be added to this application as well. I have attached it for your consideration.

Would you like to review the details to see if they overcome your concerns?

If you would like to talk this through please give me a call.

Kind Regards

Danielle



Danielle Miller BA (Hons) MSc MRTPI

Senior Planner (Development Management)

East Suffolk Council

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www.eastsuffolkmeansbusiness.co.uk

The Committee previously agreed this decision on August 2nd:

We recommend **REFUSAL** as there is no provision of a demolition management plan as part of the variation of condition and it is unclear if that document will be for public scrutiny when sent to ESC. We are particularly interested to understand how the developer will manage demolition traffic/ vehicles accessing the site, how pedestrian movements in the vicinity of the site be managed, and how the surrounding environment will be protected.

Members are asked to consider if they wish to make further comment on DC/22/2641/VOC upon the receipt of the Demolition Management Plan.