

To Members of the Planning Committee

Cllr Adelson
Cllr. Leach

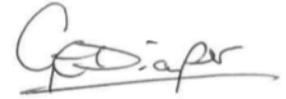
Cllr. Bale
Cllr. O' Nolan

Cllr. Gillard
Cllr. Phipps

Cllr. Holdcroft
Cllr. Sanders

Cllr. Kneebone

You are hereby summoned to **attend the Meeting of the Planning Committee** to be held at the **Shire Hall** on **Wednesday 6th September at 5.30pm**



Greg Diaper
Town Clerk
1st September 2023

Public Attendance

Members of the public and press are welcome to attend. The public will be invited to give their views/question the Town Council on issues on the agenda, or raise issues for consideration of inclusion at future meetings. This item will be limited to 30 minutes duration.

The Town Council, members of the public and press may record/ film or broadcast this meeting when the press and public are not lawfully excluded. Any member of the public who attends this meeting is advised that the Town Council cannot control 3rd party recording.

Agenda

257. Apologies

258. Declarations of interest

To receive any declarations of interest and to consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest, other registerable or non-registerable interest.

259. Public question time

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

260. To agree and approve the minutes of the meeting held 23rd August 2023

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



- 262. To comment on applications to trees with a Tree Preservation Order (TPO).**
- 263. To comment on applications for planning permission.**
- 264. To note East Suffolk Council decisions on Planning Applications where those decision are contrary to this Council's recommendations and not previously reported.**
- 265. To discuss with District Councillor Yule the Planning Referral Panel process.**
- 266. To consider how the Committee can assist the Deben Estuary Partnership regarding the planned re-development of the Deben Estuary plan.**
- 267. To consider a Temporary Pavement Licence renewal application - Caffè Nero, Woodbridge.**
- 268. Closure.**

Minutes of the meeting of the **Planning Committee** held at the **Shire Hall** on **Wednesday 23rd August 2023** at **5.30pm**

Councillors:

Present: D Adelson, S Bale, G Holdcroft, N Phipps and R Sanders.

Apologies: P Gillard, M Kneebone, E O’Nolan and R Leach.

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

229. Apologies for Absence

Apologies for absence had been received from Councillors Gillard, Kneebone, O’Nolan and Leach.

230. To receive Declarations of Interest

No members made any declarations of interests in relation to items on the agenda.

231. Public Question Time.

There were no members of the public present.

232. To agree and approve the Minutes of the meeting held on 2nd August 2023

The minutes of the Planning Committee meeting held 2nd August 2023 were approved.

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

The Committee noted the following applications:

DC/23/2896/TCA- 44 Chapel Street Woodbridge Suffolk IP12 4NF

DC/23/3111/TCA - 3 Doric Place Woodbridge Suffolk IP12 1BT

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

The Council agreed their comment as set out below:-

<p>DC/23/2885/TPO - Anchor House Broomheath Woodbridge Suffolk IP12 4DL</p>	<p>WTC recommend refusal of this application due to the inadequate arboricultural detail provided in the application – as a minimum WTC would expect to see an Arboricultural Impact Assessment and comment from the Planning Authorities Tree Officer when considering the removal of/ work to trees to with a TPO. We would again urge the Planning Authority to ensure that applications without the required statutory information do not make it past the validation stage.</p> <p>If the Planning Authority are minded to approve this application, we recommend a condition be attached to the decision that a certain amount of timber is kept onsite as deadwood habitat – Woodbridge and the Broomheath/Ipswich Road area are known to be Stag Beetle habitat.</p>
<p>DC/23/3100/TPO - 119 Ipswich Road Woodbridge Suffolk IP12 4BY</p>	<p>WTC recommend approval however are concerned by the inadequate arboricultural detail provided in the application – as a minimum WTC would expect to see an Arboricultural Impact Assessment and comment from the Planning Authorities Tree Officer when considering the removal of/ work to trees with a TPO. We would again urge the Planning Authority to ensure that applications without the required statutory information do not make it past the validation stage.</p> <p>If the Planning Authority are minded to approve this application, we recommend a condition be attached to the decision</p>

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235. To comment on applications for planning permission

The Council agreed their comment as set out below:-

DC/23/2222/FUL - 5 Dukes Meadow Woodbridge Suffolk IP12 4DR	WTC recommend approval and endorse the request of the Planning Authorities 'Arboriculture and Landscape Officer' in his communication from July 10 th that an Arboricultural Method Statement be provided before final approval can be considered.
DC/23/2797/FUL - 11 Theatre Street Woodbridge Suffolk IP12 4NE	WTC recommend approval.
DC/23/2798/LBC - 11 Theatre Street Woodbridge Suffolk IP12 4NE	WTC recommend approval.
DC/23/2929/TEL - Wood Bridge Land At Manor Farm Grundisburgh Road Woodbridge Suffolk IP12 4LQ	WTC have communicated directly with the contractor and therefore have no further comment to make on this application.
DC/23/2786/FUL - Units 4 And 5, East Bank House, 9 Tide Mill Way, Woodbridge, Suffolk IP12 1BY	WTC consider that the information provided as of August 23 rd 2023 provides inadequate detail for a qualified decision to be made, and therefore submits a holding objection until more information can be provided by the applicant. The current Planning Statement does not provide sufficient detail regarding the impact to the local area – there is only reference to incoming traffic to the site and the statement that the impact will be negligible is considered purposely misleading by WTC. There will be a substantial increase in vehicles movements in the area, which is already struggling to cope with the increased

	<p>vehicular activity due to the recent development of Deben Wharf and Whisstocks Place. The junction of Tide Mill Way with the B1438 suffers from poor visibility and is heavily used for informal pedestrian crossing – increasing the volume of traffic using this junction would be dangerous.</p> <p>WTC requests that the Planning Authority ask the applicant to provide an updated Planning Statement covering the points made in this response in order that the Committee can provide a final submission at its next meeting.</p>
DC/23/2788/FUL – Barn C Former Wood Barn Cottage Site Seckford Hall Road Great Bealings IP13 6NX	WTC consider that this application is outside of the Parish of Woodbridge, and therefore does not wish to provide comment.
DC/23/3144/FUL – Apricot Cottage Fen Walk Woodbridge Suffolk IP12 4BH	WTC recommend approval however were interested to note, given the location and type of building, that the pre-planning advice recommended refusal due to the impact on the built environment and street scene – the property cannot be viewed from any publicly accessible area.
DC/23/2980/LBC – Stones Throw Cottage 19 Station Road Woodbridge Suffolk IP12 4AU	WTC recommend approval.
DC/23/2979/FUL – Stones Throw Cottage 19 Station Road Woodbridge Suffolk IP12 4AU	WTC recommend approval.

236. To note East Suffolk Council decisions on Planning Applications where those decision 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.

237. To discuss with District Councillor Yule the Planning Referral Panel process.

This item was deferred to the September 6th meeting of the Committee.

238. Closure

The meeting was closed at 6.24pm.

Councillor Sanders
Chair

DRAFT

Item 261

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/23/3288/TCA - 9 Chapel Street Woodbridge Suffolk IP12 4NF	Expiry Date: Wed 13 Sep 2023
	Determination Date: Mon 02 Oct 2023
Ino. Bay (marked on plan) - Crown reduce by 50%	

Item 262

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

No applications during this period.

Item 263

To comment on applications for planning permission:

DC/23/2786/FUL - Units 4 And 5, East Bank House, 9 Tide Mill Way, Woodbridge, Suffolk IP12 1BY	Expiry Date: Fri 15 Sep 2023
	Determination Date: Mon 02 Oct 2023
Change of use of unit from drainage contractor E(g)(i) to a dark kitchen E(g)(iii).	

DC/23/3311/FUL - Westerley Prentices Lane Woodbridge Suffolk IP12 4LF	Expiry Date: Mon 18 Sep 2023
	Determination Date: Wed 18 Oct 2023
Construction of a single storey dwelling	

DC/23/3351/FUL - 32 Catherine Road Woodbridge Suffolk IP12 4JP	Expiry Date: Wed 20 Sep 2023
	Determination Date: Tue 24 Oct 2023
Various alterations to the dwelling including; replacement of garage doors, replacement of uPVC windows with aluminium, cladding the dwelling in stained larch, enlargement of 3no. windows to Juliet windows and new open canopy porch.	

Item 264

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

Date	Application	WTC Decision	ESC Decision	ESC Officer (Delegated) or Committee 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	
07.06.22	DC/22/1389/FUL - Skateboard Facility Rear Of Deben Leisure Centre	Approval	Awaiting decision	
15.11.22	DC/22/4036/FUL - Land Between 15 And 17 Beech Way Woodbridge Suffolk	Refusal	Awaiting decision	
17.01.23	DC/22/4804/LBC - The Quay House 1 Station Road Woodbridge Suffolk IP12 4AU	Approval	Awaiting decision	
31.01.23	DC/23/0209/FUL - 23 Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Awaiting decision	
11.04.23	DC/23/1213/LBC - Ye Olde Bell And Steelyard 103 New Street Woodbridge Suffolk IP12 1DZ	Approval	Awaiting decision	
11.04.23	DC/23/1223/ADN - Woodbridge Tide Mill Tide Mill Way Woodbridge Suffolk IP12 1BH	Refusal	Awaiting decision	
24.05.23	DC/23/1409/FUL - Riverside Theatre And Restaurant Quay Side Woodbridge Suffolk IP12 1BH	Approval	Awaiting decision	
24.05.23	DC/23/1568/VOC - 14 Gobbitts Yard Woodbridge Suffolk IP12 1DD	Refusal	Awaiting decision	
24.05.23	DC/23/1323/ADN- 28 Thoroughfare Woodbridge Suffolk IP12 1AQ	Approval	Awaiting decision	
24.05.23	DC/23/1713/LBC - 28 Thoroughfare Woodbridge Suffolk IP12 1AQ	Approval	Awaiting decision	
07.06.23	DC/23/1947/FUL - Unit 6 Ancient House Mews Woodbridge Suffolk IP12 1DH	Approval	Awaiting decision	
07.06.23	DC/23/1961/LBC - Unit 6 Ancient House Mews Woodbridge Suffolk IP12 1DH	Approval	Awaiting decision	
28.06.23	DC/23/1695/FUL - Churchyard St Marys Church Church Street Woodbridge Suffolk	Approval	Awaiting decision	
28.06.23	DC/23/1912/LBC - Churchyard St Marys Church Church Street Woodbridge Suffolk	Approval	Awaiting decision	
28.06.23	DC/23/2138/FUL - 5 Lanyard Place Woodbridge Suffolk IP12 1FE	Approval	Permitted	Delegated Decision
28.06.23	DC/23/2276/FUL - 5 Woolnough Road Woodbridge Suffolk IP12 1HJ	Approval	Awaiting decision	
28.06.23	DC/23/2206/FUL - Cornflower Cottage 110 Thoroughfare Woodbridge Suffolk IP12 1AT	Approval	Awaiting decision	
28.06.23	DC/23/2207/LBC - Cornflower Cottage 110 Thoroughfare Woodbridge Suffolk IP12 1AT	Approval	Awaiting decision	
28.06.23	DC/23/2222/FUL - 5 Dukes Meadow Woodbridge Suffolk IP12 4DR	Approval	Awaiting decision	
28.06.23	DC/23/2342/FUL - The Galley 21 Market Hill Woodbridge Suffolk IP12 4LX	Approval	Awaiting decision	
28.06.23	DC/23/2343/LBC - The Galley 21 Market Hill Woodbridge Suffolk IP12 4LX	Approval	Awaiting decision	
05.07.23	DC/23/2457/VOC - 58 Victoria Road Woodbridge Suffolk IP12 1EL	Approval	Awaiting decision	
05.07.23	DC/23/2481/FUL - 16 Peterhouse Crescent Woodbridge Suffolk IP12 4HT	Refusal	Permitted	Delegated Decision

19.07.23	DC/23/2503/LBC - 19 Sun Lane Woodbridge Suffolk IP12 1EG	Approval	Permitted	Delegated Decision
19.07.23	DC/23/2575/FUL - 20 Queens Drive Woodbridge Suffolk IP12 4FE	Approval	Awaiting decision	
19.07.23	DC/23/2633/VOC - 20 North Hill Woodbridge Suffolk IP12 1HH	Approval	Awaiting decision	
19.07.23	DC/23/2576/LBC - Kings Head Inn 17 Market Hill Woodbridge Suffolk IP12 4LP	Approval	Permitted	Delegated Decision
19.07.23	DC/23/2619/FUL - Silverburn 7 Dukes Park Woodbridge Suffolk IP12 4DD	Approval	Permitted	Delegated Decision
02.08.23	DC/23/2712/LBC - 25 Seckford Street Woodbridge Suffolk IP12 4LY	Approval	Permitted	Delegated Decision
02.08.23	DC/23/1879/FUL - 34 Brook Street Woodbridge Suffolk IP12 1BE	Approval	Awaiting decision	
02.08.23	DC/23/2409/LBC - 34 Brook Street Woodbridge Suffolk IP12 1BE	Approval	Awaiting decision	
02.08.23	DC/23/2785/FUL - 108 Castle Street Woodbridge Suffolk IP12 1HL	Approval	Awaiting decision	
02.08.23	DC/23/2811/FUL - 33 Through Duncans Woodbridge Suffolk IP12 4EA	Approval	Awaiting decision	
02.08.23	DC/23/2749/FUL - Dobbies Garden Centre Grundisburgh Road Woodbridge Suffolk IP13 6HX	Approval	Permitted	Delegated Decision
23.08.23	DC/23/2222/FUL - 5 Dukes Meadow Woodbridge Suffolk IP12 4DR	Approval	Awaiting decision	
23.08.23	DC/23/2797/FUL - 11 Theatre Street Woodbridge Suffolk IP12 4NE	Approval	Awaiting decision	
23.08.23	DC/23/2798/LBC - 11 Theatre Street Woodbridge Suffolk IP12 4NE	Approval	Awaiting decision	
23.08.23	DC/23/2929/TEL - Wood Bridge Land At Manor Farm Grundisburgh Road Woodbridge Suffolk IP12 4LQ	No Comment	Awaiting decision	
23.08.23	DC/23/2786/FUL - Units 4 And 5, East Bank House, 9 Tide Mill Way, Woodbridge, Suffolk IP12 1BY	No Comment	Awaiting decision	
23.08.23	DC/23/2788/FUL - Barn C Former Wood Barn Cottage Site Seckford Hall Road Great Bealings IP13 6NX	No Comment	Awaiting decision	
23.08.23	DC/23/3144/FUL - Apricot Cottage Fen Walk Woodbridge Suffolk IP12 4BH	Approval	Awaiting decision	
23.08.23	DC/23/2980/LBC - Stones Throw Cottage 19 Station Road Woodbridge Suffolk IP12 4AU	Approval	Awaiting decision	
23.08.23	DC/23/2979/FUL - Stones Throw Cottage 19 Station Road Woodbridge Suffolk IP12 4AU	Approval	Awaiting decision	

Item 265

To discuss with District Councillor Yule the Planning Referral Panel process.

The agenda for the July 19th meeting of this Committee included the following comment from the Town Clerk further to the Planning event attended in Darsham:

There has been a low participation from Town Councils at the Referral Panel – less than 30% – it was later requested by an attendee that Town and Parish Councils are given more notice of an application being taken to the panel in order that representation can be organised through the relevant Council Committees.

Since that time Members have received from the Planning Authority the 'Guidance for Using Public Access (including submitting comments) and Registering for Planning Committee Notifications through CMIS' document, which has been uploaded to SharePoint. This document contains the following pertinent comments in regards to the discussion to be had at this item:

It is important that Town /Parish Councils are clear on whether they object or support the scheme or have no objections, as it needs to be clear as this can trigger the application to our Planning Referral Panel. (p5)

In the case of 'Planning Applications' where the Town/Parish Council comments or those of the ESC Ward Member(s) or statutory consultees are contrary to the 'minded to' recommendation of officers the Planning Referral Panel process is triggered. The panel then decides on the determination process route as they can refer a planning application to Planning Committee or delegate the case to officers for determination. (p6)

Where the comments of the Town/Parish Council on a 'Planning Application' are contrary to the 'minded to' recommendation of officers, the application is referred to our Planning Referral Panel, who then decide the determination process route (i.e. can refer the application to Planning Committee or delegate the decision to officers). (p67)

Further to the Committees disappointment at the approval of application DC/23/0842/FUL – 78 Victoria Road, to which a strong recommendation of refusal was submitted by this Committee, it was requested that District Councillors Molyneux and Yule be asked to attend our next Planning meeting to explain what criteria the Referral Panel are taking into account?

DCllr Yule has confirmed she can attend the meeting, therefore Members are provided this opportunity to discuss the referral panel with the Cabinet Member with responsibility for Planning and Coastal Management.

Item 266

To consider how the Committee can assist the Deben Estuary Partnership regarding the planned re-development of the Deben Estuary plan.

The Council's Climate and Ecological Emergency Committee considered the following item at their meeting in August, which was promoted following the receipt of the following email by the Chair, Cllr Adelson:

Dear David

We write to you now in your capacity as a Woodbridge Town Councillor and chair of the Climate and Ecological Emergency Committee and member of the Planning Committee.

As you may know, the Deben Estuary Partnership (DEP) was formed in 2008 as a representative network of stakeholders and the wider estuary community, and was tasked with creating an integrated plan to that reflects the concerns and aspirations of our members and which protects and safeguards the future of the estuary for the benefit of all. The partnership includes representatives from key stakeholders such as Suffolk Coasts and Heaths AONB, the Environment Agency, Natural England, East Suffolk Council, as well as from local special interest groups (e.g. Waldringfield Wildlife Group, River Deben Association), residents, businesses and landowners.

DEP published the first Deben Estuary Plan in April 2015, which primarily considered the issue of flood risk management, but also provided an integrated approach to the management of the broader estuary valley and coastal zone. This was approved by the Environment Agency and (with the Suffolk Coastal Local Plan) has been accepted as Planning Guidance by the relevant planning authorities.

We are now in the process of developing a revised and updated Deben Estuary Plan, which will build on the previous work but with a specific focus on 'Change – climate, community and culture', and we are trying to ensure that our members are representative of all the stakeholders.

We recognise the importance of Woodbridge Town Council, and believe that your collective experience and opinions would be most valuable in the development of our new Estuary Plan. **Would Woodbridge Town Council be willing to participate in shaping, developing and/or reviewing the new Estuary Plan as it evolves over the next several months?** As well as having a small Steering Group that actually drafts the document, we plan regular update meetings for all stakeholders to share our current thinking and to listen to feedback and comments so our final Plan truly reflects the interests and concerns of all our members.

Here is a link to our website (www.debenestuarypartnership.org) and to the most recent (2015) version of the Estuary Plan (<https://debenestuarypartnership.org/index.php/deben-estuary-plan/>)

Please call/email me if you have any questions, and **please confirm whether you (or someone else) would be the most appropriate person** from WTC that we should keep informed.

Thank you.

Thomas Yeung, Interim Chair
Deben Estuary Partnership

The current/ most recent version of the Deben Estuary Plan is uploaded to SharePoint as a separate document (108 pages).

The Chair has requested that this Committee be provided with the opportunity to **discuss how the Committee can assist the Deben Estuary Partnership regarding the planned re-development of the Deben Estuary plan.**

Item 267

To consider a Temporary Pavement Licence renewal application - Caffe Nero, Woodbridge.

The Town Clerk received the following communication from the East Suffolk Council licensing team:

Good afternoon

The current temporary pavement licences expire on the 30th September 2023 and therefore, we have received an application for a Pavement Licence for Caffe Nero, 38c The Thoroughfare, Woodbridge, IP12 1AQ.

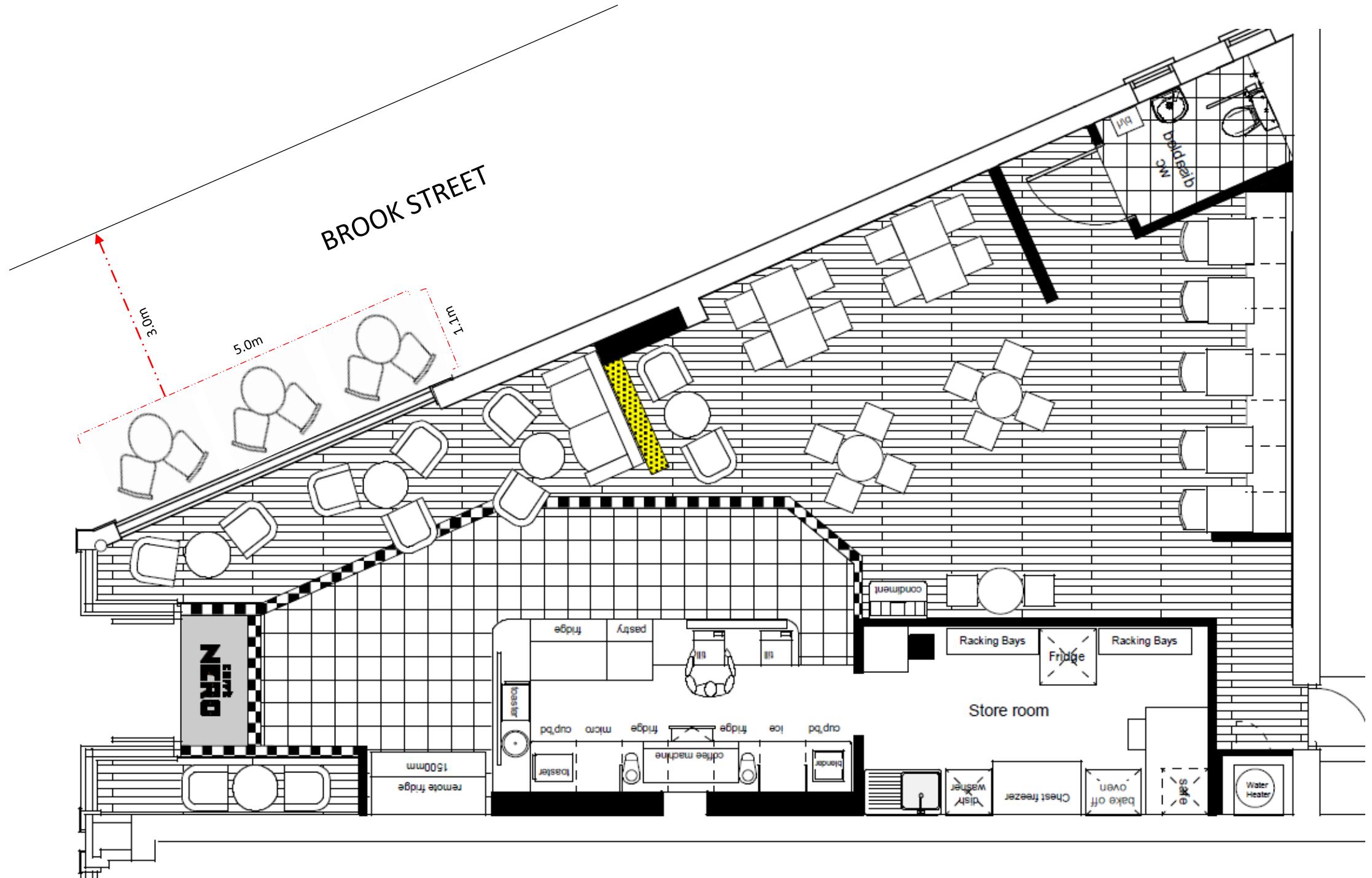
They would like 3 tables and 6 chairs between 7:30am and 7pm Monday to Friday, 8am to 7pm Saturday and 8am to 6pm on Sunday. The area in front of the premises is 5m x 1.1m.

There have been no changes to numbers of furniture or of days and times in this renewal application.

Please can you provide any consultation response you wish to make on this application to licensing@eastsoffolk.gov.uk by 7th September 2023.

The application form is uploaded to SharePoint as a separate document with photos and diagrams provided overleaf.

Members are asked to consider a Temporary Pavement Licence renewal application - Caffe Nero, Woodbridge.



THOROUGHFARE

BROOK STREET

3.0m

5.0m

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CAFFÈ NERO

CAFFÈ NERO
 38C The Thoroughfare
 Woodbridge IP12 1AQ

CAFFÈ NERO

THE ITALIAN COFFEE CO.



CAFFÈ NERO

THE ITALIAN COFFEE CO.

