

## To Members of the Planning Committee

Cllr Adelson  
Cllr. Leach

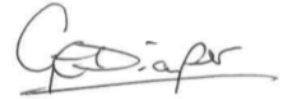
Cllr. Bale  
Cllr. O' Nolan

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 19<sup>th</sup> July at 5.30pm**



Greg Diaper  
Town Clerk  
14<sup>th</sup> July 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

#### 172. Apologies

#### 173. 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.

#### 174. 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.

#### 175. To agree and approve the minutes of the meeting held 5<sup>th</sup> July 2023

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



- 177. To comment on applications to trees with a Tree Preservation Order (TPO).**
- 178. To comment on applications for planning permission.**
- 179. To note East Suffolk Council decisions on Planning Applications where those decision are contrary to this Council's recommendations and not previously reported.**
- 180. To receive an update following attendance by the Town Clerk and Chair at the Planning Forum for Town and Parish Councils.**
- 181. Closure.**

Minutes of the meeting of the **Planning Committee** held at the **Shire Hall** on **Wednesday 5<sup>th</sup> July 2023** at **6.15pm**

**Councillors:**

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

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

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

**143. Apologies for Absence**

Apologies for absence had been received from Councillors Gillard and Holdcroft.

**144. To receive Declarations of Interest**

Cllr. Phipps declared a non-pecuniary interest in application DC/23/2457/VOC as an acquaintance of a complainant.

Cllr. Bale declared a non-pecuniary interest in application DC/23/2457/VOC as an acquaintance of a near neighbour.

Cllr. Sanders declared a non-pecuniary interest in application DC/23/2457/VOC as an acquaintance of a near neighbour.

**145. Public Question Time.**

There were no members of the public present.

**146. To agree and approve the Minutes of the meeting held on 28<sup>th</sup> June 2023**

The minutes of the Planning Committee meeting held 28<sup>th</sup> June 2023 were approved.

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

There were no applications to report.

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

There were no applications to report.

**149. To comment on applications for planning permission**

The Council agreed their comment as set out below:-

DC/23/2457/VOC - 58 Victoria Road Woodbridge Suffolk IP12 1EL	WTC recommend approval.
DC/23/2481/FUL - 16 Peterhouse Crescent Woodbridge Suffolk IP12 4HT	There is insufficient detail to determine if the application relates to a residential or commercial property, and if the former it cannot be considered an annexe due to its distance from the current dwelling. Without additional information WTC recommend refusal.

**150. 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.

**151. Closure**

The meeting was closed at 6.30pm.

Councillor Sanders  
Chair

### **Item 176**

#### **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.

<a href="#">DC/23/2628/TCA - Land At 40 - 62 Castle Street Woodbridge Suffolk IP12 1HN</a>	Expiry Date: Fri 28 Jul 2023
	Determination Date: Tue 15 Aug 2023
Ino. Leyland Cypress (marked on plan) - Fell	

### **Item 177**

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

No applications during this period.

### **Item 178**

#### **To comment on applications for planning permission:**

<a href="#">DC/23/2503/LBC - 19 Sun Lane Woodbridge Suffolk IP12 1EG</a>	Expiry Date: Thu 27 Jul 2023
	Determination Date: Mon 21 Aug 2023
Listed Building Consent - Remove window and form door opening, replace 2 no. windows, remove external door and infill opening and remove chimney breast and chimney full height.	

<a href="#">DC/23/2575/FUL - 20 Queens Drive Woodbridge Suffolk IP12 4FE</a>	Expiry Date: Thu 03 Aug 2023
	Determination Date: Tue 29 Aug 2023
Construction of a wooden garden summerhouse to be used as a garden room and art studio	

<a href="#">DC/23/2633/VOC - 20 North Hill Woodbridge Suffolk IP12 1HH</a>	Expiry Date:
	Determination Date:
Variation of Condition No. 2 of DC/22/4046/FUL - Single replacement dwelling - Minor amendments to the layout and appearance of the property. Scale reduced, cart lodge added, black boarding removed and replaced with vertical zinc.	

<a href="#">DC/23/2576/LBC - Kings Head Inn 17</a> <a href="#">Market Hill Woodbridge Suffolk IP12 4LP</a>	Expiry Date: Thu 10 Aug 2023
	Determination Date: Fri 25 Aug 2023
Listed Building Consent - Installation and detailing of supply routes: new 3 phase supply	

<a href="#">DC/23/0718/FUL - Sports Ground Notcutts Park</a> <a href="#">Fynn Road Woodbridge Suffolk IP12 4LS</a>	Expiry Date: Tue 01 Aug 2023
	Determination Date: Fri 21 Apr 2023
Utility/Storage and Lobby Extensions To Existing Clubhouse	

<a href="#">DC/23/2619/FUL - Silverburn 7 Dukes Park</a> <a href="#">Woodbridge Suffolk IP12 4DD</a>	Expiry Date: Wed 02 Aug 2023
	Determination Date: Tue 29 Aug 2023
Construction of first floor extension over part of the existing ground floor, minor revisions to internal layout and external fenestration	

## **Item 179**

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

<b>Date</b>	<b>Application</b>	<b>WTC Decision</b>	<b>ESC Decision</b>	<b>ESC Officer (Delegated) or Committee Decision</b>
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/22/4251/FUL - Flat Over 1C Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Awaiting decision	
15.11.22	DC/22/4036/FUL - Land Between 15 And 17 Beech Way Woodbridge Suffolk	Refusal	Awaiting decision	
13.12.22	DC/22/4677/FUL - 43 Grundisburgh Road Woodbridge Suffolk IP12 4HH	Approval	Awaiting decision	
13.12.22	DC/22/3751/LBC - Flat Over 1C Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	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	
14.02.23	DC/22/3778/FUL - Waterside Garage Grove Road Woodbridge Suffolk	Approval	Awaiting decision	
14.02.23	DC/23/0440/FUL - Woodbridge School Burkitt Road Woodbridge Suffolk IP12 4JH	Approval	Awaiting decision	
14.03.23	DC/23/0653/FUL - Flat 2 12 New Street Woodbridge Suffolk IP12 1DU	Approval	Awaiting decision	
28.03.23	DC/23/0842/FUL - 78 Victoria Road Woodbridge Suffolk IP12 1EL	Refusal	Awaiting decision	
28.03.23	DC/22/3813/LBC - Flat 2 12 New Street Woodbridge Suffolk IP12 1DU	Approval	Awaiting decision	
28.03.23	DC/23/1036/FUL - 21 Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Application Permitted	Delegated Decision
28.03.23	DC/23/1037/LBC - 21 Thoroughfare Woodbridge Suffolk IP12 1AA	Approval	Application Permitted	Delegated 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/23/0776/FUL - Elmhurst Park Lime Kiln Quay Road Woodbridge Suffolk	No comment	Awaiting decision	
24.05.23	DC/23/0896/FUL - 15 Queens Drive Woodbridge Suffolk IP12 4FE	Approval	Awaiting decision	
24.05.23	DC/23/1699/FUL - The Old Convent St John's Terrace Woodbridge IP12 1HP	Approval	Application Permitted	Delegated 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  
 24.05.23 DC/23/1323/ADN- 28 Thoroughfare Woodbridge Suffolk IP12 1AQ  
 24.05.23 DC/23/1713/LBC - 28 Thoroughfare Woodbridge Suffolk IP12 1AQ  
 24.05.23 DC/23/1952/FUL - 24 Cherry Tree Road, Woodbridge, Suffolk, IP12 4BN  
 07.06.23 DC/23/1203/FUL - 2 Catherine Road Woodbridge Suffolk IP12 4JP  
 07.06.23 DC/23/1947/FUL - Unit 6 Ancient House Mews Woodbridge Suffolk IP12 1DH  
 07.06.23 DC/23/1961/LBC - Unit 6 Ancient House Mews Woodbridge Suffolk IP12 1DH  
 07.06.23 DC/23/2091/FUL - 2 Clare Avenue Woodbridge Suffolk IP12 4ES  
 28.06.23 DC/23/1695/FUL - Churchyard St Marys Church Church Street Woodbridge Suffolk  
 28.06.23 DC/23/1912/LBC - Churchyard St Marys Church Church Street Woodbridge Suffolk  
 28.06.23 DC/23/2138/FUL - 5 Lanyard Place Woodbridge Suffolk IP12 1FE  
 28.06.23 DC/23/2276/FUL - 5 Woolnough Road Woodbridge Suffolk IP12 1HJ  
 28.06.23 DC/23/2206/FUL - Cornflower Cottage 110 Thoroughfare Woodbridge Suffolk IP12 1AT  
 28.06.23 DC/23/2207/LBC - Cornflower Cottage 110 Thoroughfare Woodbridge Suffolk IP12 1AT  
 28.06.23 DC/23/2239/LBC - 44 Brook Street Woodbridge Suffolk IP12 1BE  
 28.06.23 DC/23/2222/FUL - 5 Dukes Meadow Woodbridge Suffolk IP12 4DR  
 28.06.23 DC/23/2342/FUL - The Galley 21 Market Hill Woodbridge Suffolk IP12 4LX  
 28.06.23 DC/23/2343/LBC - The Galley 21 Market Hill Woodbridge Suffolk IP12 4LX  
 05.07.23 DC/23/2457/VOC - 58 Victoria Road Woodbridge Suffolk IP12 1EL  
 05.07.23 DC/23/2481/FUL - 16 Peterhouse Crescent Woodbridge Suffolk IP12 4HT

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



## **Item 180**

### **To receive an update following attendance by the Town Clerk and Chair at the Planning Forum for Town and Parish Councils.**

The Chair and Town Clerk attended the East Suffolk Council organised Planning Forum for Town and Parish Councils, which was held at High Lodge, Darsham on Friday 7<sup>th</sup> July.

The slides from the presentation have been requested from the Planning Authority and will be uploaded separately to SharePoint if/ when they are received. The notes were taken by the Town Clerk:

- Cllr Yule announced during her introductory speech that the 'Call in' process has been recommended for re-implementation, and she hopes it will be 'in play' by early 2024. For an application to be called in a recommendation of refusal will be required from the relevant Town/ Parish Council and Ward Member, along with significant reasoning based on planning law and policies.
- 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.
- The Planning Authority will soon be consulting on the validation process, which at the moment many people have concerns about the lack of detail and order in validating applications received – Town and Parish Councils feel they are being used as a 'free check', as it regularly such consultees who inform the authority of missing documents. The Planning Authority accepts that at the current time they cannot adequately scrutinise the required level of detail of application at the first stage.
- CIL funding and payments – ESC encourage bids of up to £50,000 for match funding toward qualifying projects. ESC Officers also encouraged attendees to use the 'Developer Contributions Database', which is a live database of CIL applications received from developers and payments scheduled to be made to Councils. The link below provides direct access to this site:

<https://pfm.exacom.co.uk/eastsuffolk/cil.php>

The overleaf screenshots show the current position for Woodbridge Town Council. At the current time it is not 100% clear that the figure shown is what we will receive in the October CIL payment, or the amount we will receive eventually. Either way, it's a useful tool to understand the future CIL funds available to the Council (which we don't budget for at the moment).

# Community Infrastructure Levy Dashboard ⓘ

CIL Date Filter ⓘ

01 August 2013

01 February 2030

NH Zone | Ward | **Parish** | District | Town ⓘ

Select a filter to the left and enter your criteria here...

Reset ↺

☰ **Filtering:** "Parish=Woodbridge"

Allocation	Potential	Due	Collected	B. Interest	Allocated	Spent	Returned	Available
CIL Admin	39,652.00	3,871.74	66,298.21	0.00	N/A	N/A	N/A	N/A
Neighbourhood CIL	118,956.00	6,496.54	198,281.77	0.00	198,180.41	83,887.17	0.00	101.36
District CIL	634,431.92	67,066.39	1,061,383.88	0.00	218,800.00	218,800.00	0.00	842,583.88
<b>Total:</b>	<b>793,039.92</b>	<b>77,434.67</b>	<b>1,325,963.86</b>	<b>0.00</b>	<b>416,980.41</b>	<b>302,687.17</b>	<b>0.00</b>	<b>842,685.24</b>

## Neighbourhood CIL: Due ⓘ

Application Number:

Filter ☰

Reset ↺

App No <span>🖱</span>	Neighbourhood Zone	Demand Date	Amount
DC/22/0569/FUL	Woodbridge	26 Sep 2023	1,373.60
DC/22/0569/FUL	Woodbridge	26 Mar 2024	1,415.23
DC/22/1106/VOC	Woodbridge	02 Nov 2023	456.65
DC/19/3788/FUL	Woodbridge	28 Feb 2024	1,952.46
DC/22/4045/FUL	Woodbridge	01 Sep 2023	1,298.60

**Members are asked to note an update following attendance by the Town Clerk and Chair at the Planning Forum for Town and Parish Councils.**