

To Members of the Planning Committee

Cllr. David Adelson Cllr. Sue Bale Cllr. Patrick Gillard
Cllr. Ruth Leach Cllr. Doreen Pegg Cllr. Nigel Phipps
Cllr. Robin Sanders Cllr. Simon Sadler

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



Greg Diaper
Town Clerk
1st August 2025

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 fifteen 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.

Woodbridge Town Council vision statement

The Council will strive to ensure Woodbridge is a safe, harmonious, and thriving town where all residents and the wider community feel welcome.

We will work to make Woodbridge a place where all generations can participate in a vibrant, inclusive society that is environmentally resilient.

Agenda

- 1. Apologies.**
- 2. Declarations of Member Interests.**
To receive any declarations of interest in respect of items on this agenda.
- 3. Requests for dispensations.**
To consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest, other registerable or non-registerable interest.

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. Fifteen minutes maximum – three minutes per person.

5. To agree and approve the minutes of the meeting held 23rd July 2025.

6. To note intentions to undertake work to trees in the Woodbridge Conservation Area (TCA applications).

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

8. To comment on applications for planning permission in the Parish of Woodbridge.

9. To note the decisions taken by East Suffolk Council on planning applications considered by this Committee.

10. To note an appeal to the Secretary of State against a decision of East Suffolk Council regarding application DC/25/0735/FUL and consider if the Committee wish to provide additional comment.

11. To receive a report from the Chair following his attendance at the East Suffolk Council 'Town and Parish Forum'.

12. To consider if the Committee wish to respond to an East Suffolk Council questionnaire.

13. Closure.

Minutes of the meeting of the **Planning Committee** held at the **Shire Hall** on **Wednesday 23rd July 2025** at **5.30pm**

Councillors:

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

Apologies: P Gillard, R Leach and D Pegg

In attendance: Deputy Town Clerk (Mrs B Lloyd).

1. Apologies for Absence.

The Committee agreed to approve the absence of Cllrs. P Gillard, R Leach and D Pegg

2. To receive Declarations of Interest.

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

3. Requests for dispensations.

No members made any requests for dispensation in relation to items on the agenda.

4. Public Question Time.

There were no members of the public present.

5. To agree and approve the Minutes of the meeting held on 2nd July 2025.

The minutes of the Planning Committee meeting held 2nd July 2025 were approved as a true record.

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

Members of the Committee noted the following works to trees in the Woodbridge Conservation Area:

DC/25/2649/TCA - Queens Drive Woodbridge Suffolk IP12 4NJ

DC/25/2643/TCA - Brook House 36 Cumberland Street Woodbridge IP12 4AD

DC/25/2683/TCA - Vale Cottage 69 Ipswich Road Woodbridge IP12 4BT

DC/25/2727/TCA - Woodbridge School Burkitt Road Woodbridge IP12 4JH

DC/25/2749/TCA - 13 Lanyard Place Woodbridge IP12 1FE

DC/25/2809/TCA - The Manor House 27 Cumberland Street Woodbridge IP12 4AH

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

No applications received for discussion.

8. To comment on applications for planning permission.

The Council agreed their comments as set out below:-

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| DC/25/2330/FUL - 3 Greyfriars Woodbridge Suffolk IP12 4EY | No objection |
| DC/25/2435/FUL - Ridgelands Dukes Park Woodbridge Suffolk IP12 4DD | No objection |
| DC/25/2419/FUL - 95 New Street Woodbridge Suffolk IP12 1DZ | No objection, however WTC recommends a condition to install opaque glass to the NW side of the art studio to preserve the neighbours' privacy. |
| DC/25/2193/FUL - 20 Warren Hill Road Woodbridge Suffolk IP12 4DU | <p>The committee recommends refusal of the application due to contraventions of the following policy clauses:</p> <p>SCLP 11.2-e: The proposed side extension, if allowed to be built in such proximity to the neighbouring property, would prevent the maintenance of the neighbouring property and its attached infrastructure.</p> <p>SCLP 11.5-b: Use of vertical timber cladding does not preserve or enhance the character or appearance of the conservation area.</p> <p>SCLP 11.5- e: a flat roof does not align with the high-quality materials and construction methods required to</p> |

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| | complement the character of the conservation area |
| DC/25/2547/LBC - Norfolk House 71 Thoroughfare Woodbridge Suffolk IP12 1AH | No objection |
| DC/25/2504/VOC - West Briarwood 125 Ipswich Road Woodbridge Suffolk IP12 4BY | No objection |
| DC/25/2627/FUL - 63A Through Duncans Woodbridge Suffolk IP12 4EA | No objection |
| DC/25/2617/FUL - 6 Ash Close Woodbridge Suffolk IP12 4BP | Recommend approval as the plans will improve the street scene. |
| DC/25/2558/FUL - Land Adjacent To 13 Sun Lane Woodbridge Suffolk | No objection |
| DC/25/2698/LBC - 102 Thoroughfare Woodbridge Suffolk IP12 1AR | Recommend approval as the plans will help to maintain the fabric of the listed building. |
| DC/25/2708/FUL - 39 Bredfield Street Woodbridge Suffolk IP12 4NH | No objection |
| DC/25/2645/LBC - 8 Angel Lane Woodbridge Suffolk IP12 4NG | No objection |
| DC/25/2784/LBC - Red Lion Inn 90 Thoroughfare Woodbridge Suffolk IP12 1AL | No objection |
| DC/25/2768/FUL - 10-12 Market Hill Woodbridge Suffolk IP12 4LU | <p>The committee recommends refusal of the application as the outbuilding does not comply with the following policy clauses:</p> <p>SCLP 11.5 (b), (c), (d), and (e): The proposed outbuilding does not complement the character or appearance of the conservation area, is not constructed using high-quality materials or methods, and is in an inappropriate position and in clear view of the street.</p> <p>SCLP 11.2 (f): The intended use of the outbuilding as a garden room raises concerns about light spillage, which is</p> |

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| | particularly significant within a conservation area. |
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9. **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.

10. **To consider the draft response prepared by the Chair for the consultation on Improving the implementation of Biodiversity Net Gain for minor, medium and brownfield development.**

Members were in favour of submitting the views as represented in the document prepared by Councillor Adelson and Sanders.

11. **Closure.**

The meeting was closed at 6.55pm.

Councillor Adelson
Chair

Item 6

To note intentions to undertake work to trees in the Woodbridge Conservation Area (TCA applications).

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.

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| DC/25/2981/TCA - 34 Chapel Street | Expiry Date: Thu 21 Aug 2025 |
| Woodbridge Suffolk IP12 4NF | Determination Date: Wed 10 Sep 2025 |
| Ino. Maple (T001 on submitted plan) - Reduce crown by 4-5m, raise crown to 5-6m above ground level | |

Item 7

To comment on applications for work to trees with a Tree Preservation Order (TPO application).

No applications received for discussion.

Item 8

To comment on applications for planning permission in the Parish of Woodbridge.

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| DC/25/1462/LBC - 52 Thoroughfare | Expiry Date: Tue 12 Aug 2025 |
| Woodbridge Suffolk IP12 1AL | Determination Date: Tue 12 Aug 2025 |
| Listed Building Consent - Replace existing entrance doors, windows and install ATM. Create 3 apertures and install a MVHR unit in the external courtyard. Replace existing condenser at rear and install a new weather louvre. Internal fit out including internal finishes will be stripped out, and new proposed floor finishes, ceiling finishes and partition walls will be installed | |

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| DC/25/1463/ADI - 52 Thoroughfare | Expiry Date: Tue 19 Aug 2025 |
| Woodbridge Suffolk IP12 1AL | Determination Date: Tue 12 Aug 2025 |
| Illuminated Advertisement Consent - Installation of Banking Hub signage including, Acrylic letters to be fixed to an ACM panel which will be fixed to the existing marble shopfront. Displayed in the ground floor will be 2.no marketing posters, an A4 opening hours, DDA and A5 CCTV sign. Banking Hub advertisement will surround the ATM. | |

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| DC/25/1461/FUL - 52 Thoroughfare | Expiry Date: Tue 19 Aug 2025 |
| Woodbridge Suffolk IP12 1AL | Determination Date: Tue 12 Aug 2025 |
| Replace existing entrance doors, windows and install ATM. Create 3 apertures and install a MVHR unit in the external courtyard. Replace existing condenser at rear and install a new weather louvre | |

[DC/25/2805/FUL - 3 Pinewood](#)

[Woodbridge Suffolk IP12 4DS](#)

Expiry Date: Wed 13 Aug 2025

Determination Date: Thu 11 Sep 2025

Conversion of the existing garage to create a home gym and shower room, and the addition of a new first floor extension over the existing garage to create an extra bedroom/ living space.

Item 9

To note the decisions taken by East Suffolk Council on planning applications considered by this Committee.

| Date | Application | WTC Decision | ESC Decision | ESC Officer (Delegated) or Committee Decision |
|----------|--|--------------|-----------------------|---|
| 07.06.22 | DC/22/1389/FUL - Skateboard Facility Rear Of Deben Leisure Centre | Approval | Awaiting decision | |
| 08.11.23 | DC/23/0823/LBC - 11A St Johns Street Woodbridge Suffolk IP12 1EB | Approval | Awaiting decision | |
| 21.02.24 | DC/24/0315/LBC - Seckford Almshouses Seckford Street Woodbridge Suffolk IP12 4NB | No objection | Awaiting decision | |
| 05.06.24 | DC/24/1715/FUL - St Marys House 11 Market Hill Woodbridge Suffolk IP12 4LP | No objection | Awaiting decision | |
| 05.06.24 | DC/24/1716/LBC - St Marys House 11 Market Hill Woodbridge Suffolk IP12 4LP | No objection | Awaiting decision | |
| 07.08.24 | DC/24/2522/FUL - 2 Burkitt Road Woodbridge Suffolk IP12 4JL | Refusal | Application Refused | Delegated Decision |
| 07.08.24 | DC/24/2268/FUL - Land And Store Adjacent To 21 Thoroughfare Woodbridge Suffolk | No objection | Awaiting decision | |
| 07.08.24 | DC/24/2481/VOC - Ferry Quay Cafe Ferry Quay Woodbridge Suffolk IP12 1BW | No objection | Awaiting decision | |
| 23.10.24 | DC/24/2697/FUL - 9 Angel Lane Woodbridge Suffolk IP12 4NG | No objection | Awaiting decision | |
| 06.11.24 | DC/24/1715/FUL - St Marys House 11 Market Hill Woodbridge Suffolk IP12 4LP | No objection | Awaiting decision | |
| 06.11.24 | DC/24/1716/LBC - St Marys House 11 Market Hill Woodbridge Suffolk IP12 4LP | No objection | Awaiting decision | |
| 04.12.24 | DC/24/2810/VOC - Land To The South And East Of Adastral Park Martlesham Suffolk | Refusal | Application Permitted | Committee Decision |
| 04.12.24 | DC/23/1695/FUL - Churchyard St Marys Church Church Street Woodbridge Suffolk | No objection | Application Permitted | Committee Decision |
| 04.12.24 | DC/24/4186/LBC - Woodbridge Tide Mill Tide Mill Way Woodbridge Suffolk IP12 1BH | No objection | Application Permitted | Committee Decision |
| 23.04.25 | DC/25/1371/FUL - Stable Cottage 11B Theatre Street Woodbridge Suffolk IP12 4NE | No objection | Awaiting decision | |
| 23.04.25 | DC/25/1363/LBC - Stable Cottage 11B Theatre Street Woodbridge Suffolk IP12 4NE | No objection | Awaiting decision | |
| 07.05.25 | DC/25/1557/FUL - 12 Kingston Farm Road Woodbridge Suffolk IP12 4BD | Refusal | Awaiting decision | |
| 21.05.25 | DC/25/1647/FUL - 6 Hawthorn Place Woodbridge Suffolk IP12 4JZ | Refusal | Awaiting decision | |
| 21.05.25 | DC/25/1736/FUL - Vale Cottage 69 Ipswich Road Woodbridge Suffolk IP12 4BT | No objection | Application Permitted | Delegated Decision |
| 04.06.25 | DC/24/0315/LBC - Seckford Almshouses Seckford Street Woodbridge Suffolk IP12 4NB | Approval | Awaiting decision | |
| 04.06.25 | DC/25/2056/FUL - 1 Pytches Road Woodbridge Suffolk IP12 1EP | No objection | Awaiting decision | |
| 18.06.25 | DC/25/2085/FUL - Jasmine Cottage 69 Seckford Street Woodbridge Suffolk IP12 4LZ | No objection | Awaiting decision | |
| 18.06.25 | DC/25/2086/LBC - Jasmine Cottage 69 Seckford Street Woodbridge Suffolk IP12 4LZ | No objection | Awaiting decision | |
| 18.06.25 | DC/25/2072/FUL - 37 Thoroughfare Woodbridge Suffolk IP12 1AH | Hold | Awaiting decision | |

18.06.25 DC/25/2073/ADN - 37 Thoroughfare Woodbridge Suffolk IP12 1AH
 DC/25/2132/ADN - WH Smiths Unit A & B 36/38 Thoroughfare Woodbridge Suffolk IP12
 18.06.25 1AL
 02.07.25 DC/24/2697/FUL - 9 Angel Lane Woodbridge Suffolk IP12 4NG
 DC/25/1844/ARM - Land South And East Of Adastral Park Martlesham Heath Martlesham
 02.07.25 Suffolk
 02.07.25 DC/25/0543/FUL - 8 Crown Place Woodbridge Suffolk IP12 1BU
 02.07.25 DC/25/1461/FUL - 52 Thoroughfare Woodbridge Suffolk IP12 1AL
 02.07.25 DC/25/1462/LBC - 52 Thoroughfare Woodbridge Suffolk IP12 1AL
 02.07.25 DC/25/1463/ADI - 52 Thoroughfare Woodbridge Suffolk IP12 1AL
 02.07.25 DC/25/2360/LBC - 29 Seckford Street Woodbridge Suffolk IP12 4LY
 23.07.25 DC/25/2330/FUL - 3 Greyfriars Woodbridge Suffolk IP12 4EY
 23.07.25 DC/25/2435/FUL - Ridgeland's Dukes Park Woodbridge Suffolk IP12 4DD
 23.07.25 DC/25/2419/FUL - 95 New Street Woodbridge Suffolk IP12 1DZ
 23.07.25 DC/25/2193/FUL - 20 Warren Hill Road Woodbridge Suffolk IP12 4DU
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 23.07.25 DC/25/2784/LBC - Red Lion Inn 90 Thoroughfare Woodbridge Suffolk IP12 1AL
 23.07.25 DC/25/2768/FUL - 10-12 Market Hill Woodbridge Suffolk IP12 4LU

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| No objection | Awaiting decision |
| No objection | Application Permitted |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| Refusal | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| Approval | Awaiting decision |
| No objection | Awaiting decision |
| Approval | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| No objection | Awaiting decision |
| Refusal | Awaiting decision |

Delegated Decision

Item 10

To note an appeal to the Secretary of State against a decision of East Suffolk Council regarding application DC/25/0735/FUL and consider if the Committee wish to provide additional comment.

Uploaded to SharePoint is a letter from the Planning Authority regarding application [DC/25/0735/FUL - Erection of self build detached bungalow - 2 Clare Avenue Woodbridge Suffolk IP12 4ES](#)

The applicant has appealed to the Secretary of State regarding the decision by the Planning Authority to reject application DC/25/0735/FUL – a decision will be determined on the basis of written representations submitted by both parties.

As a statutory consultee on the application, WTC may make additional comments further to our original response (provided below):

WTC recommend refusal of application as we consider that it contravenes SCLP5.7: Infill and Garden Development, section a, b and c:

- a) The scale, design and materials would not result in harm to the street scene or character of the area;
- b) The proposal is well related in scale and design to adjacent properties, including the design of curtilage areas, parking and access, and incorporates landscaping where appropriate to mitigate any potential impacts or to enhance the appearance of the site;
- c) There would not be significant harm to residential amenity of occupants of either the existing or proposed dwellings;

Members are asked to note an appeal to the Secretary of State against a decision of East Suffolk Council regarding application DC/25/0735/FUL and consider if the Committee wish to provide additional comment.

Item 11

To receive a report from the Chair following his attendance at the East Suffolk Council 'Town and Parish Forum'.

The Chair and Town Clerk attended the East Suffolk Council hosted 'Town and Parish Forum' on July 16th – the slides from that presentation are uploaded to SharePoint.

The keynote speaker was Nicholas Newton, the Arboriculture and Landscape Manager at the authority. Updates to the Local Plan, Housing and Land supply, and the Suffolk Coastal Energy Projects were also on the agenda.

Members are to receive a report from the Chair following his attendance at the East Suffolk Council 'Town and Parish Forum'.

Item 12

To consider if the Committee wish to respond to an East Suffolk Council questionnaire.

The Planning Policy team at East Suffolk Council are currently seeking feedback from residents, businesses, developers, community organisations, and town/parish councils on how they can best engage, inform, and consult during the process of preparing planning policy documents such as Local Plans, Design Codes, Neighbourhood Plans, and planning guidance.

The team are therefore inviting communities to respond to a short questionnaire. The online questionnaire can be accessed here:

<https://www.eastsuffolk.gov.uk/planning/planning-policy-and-local-plans/planning-policy-consultations/>. The consultation will be open until **3 September 2025**.

Whilst ESC is promoting and circulating the consultation through a wide range of channels, you are also more than welcome to distribute the consultation through your own networks as you consider appropriate.

The information gathered through this consultation will inform the Council's future consultation and engagement processes for planning policy document preparation, and will be used to update to Council's [Statement of Community Involvement](#) (SCI).

Members are asked to consider if the Committee wish to respond to an East Suffolk Council questionnaire.