Woodbridge TOWN COUNCIL

To Members of the Highways and Transport Committee

Cllr. Ruth Leach	Cllr. Tom Rogerson	Cllr. Simon Sadler	Cllr. Mike Sutton	Cllr. Katharine Turner

You are hereby summoned to **attend the meeting of the Highways and Transport Committee** to be held at the **Shire Hall** on **Wednesday 28th January at 4.30pm.**

Greg Diaper
Town Clerk
23rd January 2026

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 10th December 2025.**

6. **To consider if the Council should attempt to register the currently unadopted section of Tide Mill Way.**

7. **To consider and approve a letter to Suffolk County Council outlining the issues with traffic management in Woodbridge during works on the public highway.**

8. **To consider allocating budget to go towards payment for improvements to the No Parking signage in Little St Johns Street.**

9. **To consider a warning pedestrians sign at the entrance to the Avenue/Jetty Lane.**

10. **To receive an update from County Councillor Leach on the following Highways and Transport related matters:**

    1 - Woodbridge Parking Review progress
    2 - Lighting progress at Ship Meadow Walk/Colletts Walk
    3 - Community Access Transport Services (CATS)
    4 - Active Travel Woodbridge consultation
    5 - Illegal installation of flags on Highways assets
    6 - Proposed gas repair works planned for Jan 2026

11. **To consider Suffolk County Council planning application SCC/0170/25SC.**

12. **Closure.**

Item 6

To consider if the Council should attempt to register the currently unadopted section of Tide Mill Way.

At the September meeting of the Committee, a request was recorded in the minutes that an item considered at the June meeting of the Committee in regard of Tide Mill Way be added to the agenda for this meeting – as six months have passed since that June meeting, the item can again be considered:

During recent communications with members of the public regarding a troublesome pothole at the junction of Quayside and Tide Mill Way, uploaded to SharePoint is email communication with residents regarding an endeavour in 2017 by the Council to register the currently unadopted section of Tide Mill Way between Quayside and the railway line. The Council owns the section from the railway line to the Tide Mill yacht harbour entrance.

The eagle-eyed among you will have noticed that during the recent works to the railway crossing, the trip hazard on the right-hand corner of the junction of Tide Mill Way and Station Road has been 'repaired'.

Members are asked to consider if the Council should attempt to register the currently unadopted section of Tide Mill Way.

Item 7

To consider and approve a letter to Suffolk County Council outlining the issues with traffic management in Woodbridge during works on the public highway.

The Chair has provided the below draft of a letter to Suffolk County Council Highways Department further to their poor traffic management performance. The Town Mayor will be asked to approve and sign the letter if the content is agreed by this Committee.

Dear SCC Highways Department,

We are writing to express our concerns regarding the traffic diversion signage currently being used during highway works and road closures in Woodbridge. Recent works have highlighted several issues that are having a negative impact on road users, pedestrians, and the general effectiveness of the diversions in place.

Firstly, there have been multiple diversion routes implemented simultaneously, many of which display conflicting signage. This has created confusion for motorists attempting to navigate the area and has, at times, contributed to unnecessary congestion.

Additionally, a number of the diversion signs do not provide a clear indication of where the road closure itself is located. Without this essential context, drivers are often unable to make informed decisions about alternative routes until they reach the point of closure, resulting in additional traffic at a construction point and delays.

We would also like to raise concerns about signs that obstruct the pavement, restricting access for pedestrians, pushchairs, wheelchair users, and mobility scooters. Furthermore, some signs have been left to fall over or remain in place long after the works have been completed, creating both clutter and a potential safety hazard.

Given the impact of these issues on the local community, we respectfully request that the Town Council and/or the County Councillor be invited to comment on diversion route signage as part of the contractor application and planning process going forward. Their local knowledge and oversight would be invaluable in ensuring that future signage is clear, safe, accessible, and appropriate for the area.

Thank you for your attention to this matter - we hope that improvements can be made to ensure that future works in Woodbridge are better supported by effective and well-managed diversion signage.

Members are asked to consider and approve a letter to Suffolk County Council outlining the issues with traffic management in Woodbridge during works on the public highway.

Item 8

To consider allocating budget to go towards payment for improvements to the No Parking signage in Little St Johns Street.

Members are aware of the issues regarding nuisance parking on Little St Johns Street – the Chair has sought a quotation from the local Highways Liaison Officer for the installation of new and enforceable signage:

I have reviewed the guidance and traffic regulation order regarding enforceable signage. The TRO at this location is for No Waiting Mon-Sat 8am-6pm. Due to this i am unsure it will fully resolve your issue of resident parking as residents will still be able to park past 6PM and in my experience people are willing to risk the first and last couple of enforcement hours due to the unlikelihood of enforcement patrols during this time.

However, I have attached a picture showing the most optimal locations are for minimal signage. Essentially, whenever a sign is present it must be present on both sides of the road. Signs must be visible from 15M from the start of the enforceable area and repeat every 30M, this is what my plan shows.

I know we discussed placing these signs on residents boundary walls with their approval however, it is likely we will still require to install some post.

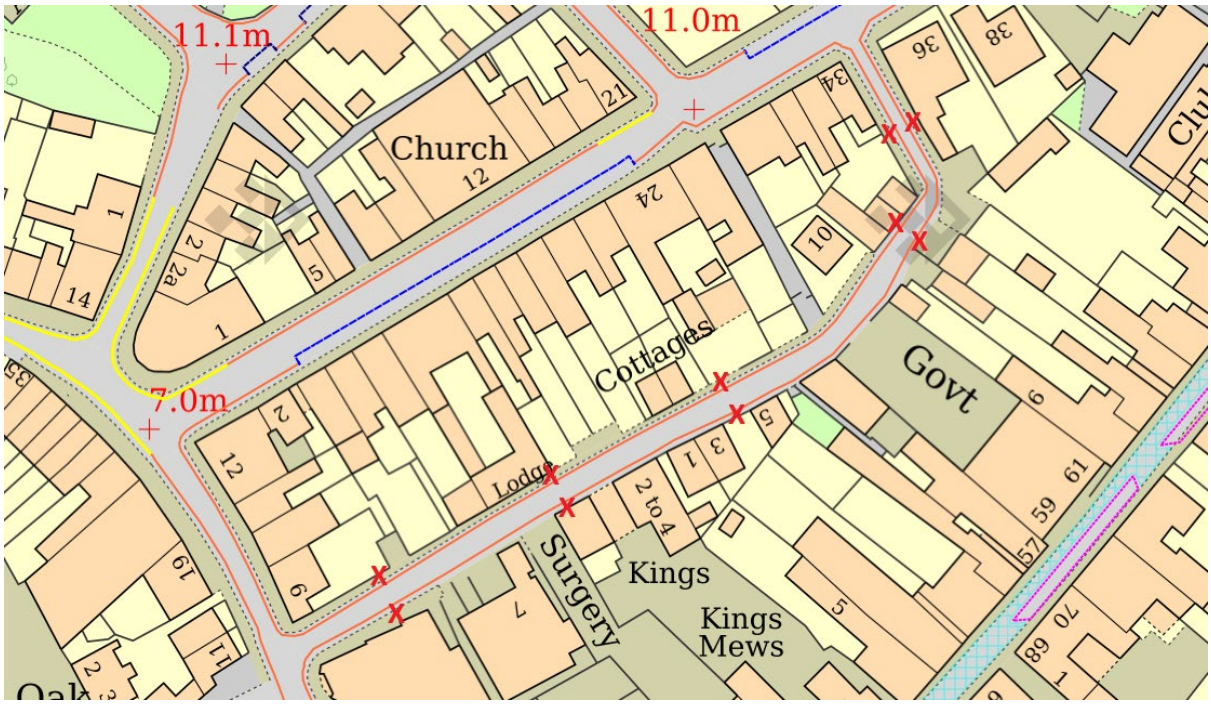
The approximate cost for the installation of a post is £140 per post and £25 per sign. Due to the installation of posts the likely required traffic management will be a road closure at at estimated cost of £2000. Providing a 50/50 split between erecting signs on property wall and the requirement of a post provides the following as a likely cost.

TM - £2000

Signs x 10 -£250

Post x 5 - £700

Total - £2950



Members are asked to consider allocating budget to go towards payment for improvements to the No Parking signage in Little St Johns Street.

Item 9

To consider a warning pedestrians sign at the entrance to the Avenue/Jetty Lane.

This stretch of road is carrying increasing pedestrian footfall and there have been requests for signage to warn drivers of pedestrians crossing or using the road to walk to the riverside. Could this committee consider whether they would like to erect a sign on the edge of Kingston Playing Field and would they like to contribute to the cost?

This from the Highways Liaison Officer:

An estimate for a raised table crossing at this location will would be approximately £25000, however this is a very rough estimate as any actual design and cost estimate may reveal further expenses. For a pedestrian warning sign it will be roughly the previously mention £140 for a post and approximately £85 for the sign however, there will be also be additional traffic management cost. These should not be too costly as most works can be done from the verge depending on installation location I would estimate £300.

Alternative option is to put something there ourselves at the cost of a post plus approx. £20 for the sign.

https://www.safetysignsandnotices.co.uk/dot-5441-pedestrians-in-road-ahead-sign?variantid=23235&gad_source=1&gad_campaignid=22710299256&gbraid=0AAAAAC1L1U0D-_KzEjV_iCf4AEbN0YIOw&gclid=Cj0KCQiA_8TJBhDNARIsAPX5qxSc08ytrPQlIn93TS8xbhz51QlmJ5EPQzZZ4k3tyOHywhLiTH_dd5gaAkvaEALw_wcB

Members are asked to consider a warning pedestrians sign at the entrance to the Avenue/Jetty Lane.

Item 11

To consider Suffolk County Council planning application SCC/0170/25SC.

Formal notification was received by the Town Clerk on December 22nd of Suffolk County Council's Planning application (**SCC/0170/25SC)** in regard of improvements to the A12 from Junction 58 (Seven Hills, Ipswich) to Woods Lane Roundabout, Woodbridge including the upgrade from a single carriageway to dual carriageway between A12 / B1438 and the A12 / B1078, Construction and operation of a Mobility Hub and Associated Infrastructure, Construction of a new pedestrian bridge and other highways and pedestrian improvements:

From: SCC Planning Mailbox <Planning@suffolk.gov.uk>
Sent: 22 December 2025 08:26
Subject: Planning Application SCC/0170/25SC - A12 between Junctions 58 (Seven Hills) and Woods Lane Roundabout, Woodbridge

Good morning,

Please find attached our consultation letter for the above application.

Any views/comments you may wish to make should be received by **26 January 2026**

Regards,

Planning Section

Growth, Highways & Infrastructure

Suffolk County Council | Endeavour House | 8 Russell Road | Ipswich | IP1 2BX

Tel: 01473 265066

Email: Planning@suffolk.gov.uk

www.suffolk.gov.uk

A link to the application portal and supporting documents is provided below:
https://suffolk.planning-register.co.uk/Planning/Display?applicationNumber=SCC/0170/25SC

Town Council mandated the Planning Committee to agree the Council's response to the consultation, with input from this Committee.

Members are asked to consider Suffolk County Council planning application SCC/0170/25SC.