

Minutes of the meeting of the **Highways and Transport Committee** held at the **Shire Hall** on **Wednesday 11th June 2025** at **5.30pm**.

Councillors:

Present: R Leach, M Sutton and T Rogerson.

Apologies: P Gillard.

In Attendance: Town Clerk (Mr G E Diaper) Cllr. Sanders and no members of the public.

1. To elect the Chair of Committee for the Civic Year 2025/26

The Committee agreed to appoint Cllr. Ruth Leach as the Chair of the Highways and Transport Committee for the 2025/26 Civic Year.

2. To elect the Deputy Chair of Committee for the Civic Year 2025/26

The Committee agreed to appoint Cllr. Tom Rogerson as the Deputy Chair of the Highways and Transport Committee for the 2025/26 Civic Year.

3. Apologies for Absence

Apologies for absence were approved for Cllr. Gillard.

4. Request for declarations of interest.

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

5. Request for dispensations.

There were no requests for a dispensation in relation to items on the agenda.

6. Public Question Time

There were no members of the public present.

7. To agree and approve the minutes of the meeting held 12th March 2025

The minutes of the Highways and Transport Committee meeting held 12th March 2025 were approved as a true record.

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

The Committee agreed that the Council should not seek to register the section of Tide Mill Way between the railway crossing and Quayside.

9. To consider a recommendation to Full Council regarding the SCC Community self-help scheme.

The Committee noted the merits of the self-help scheme and mandated the Town Clerk to explore the options available to the Council.

10. To consider writing to East Suffolk Council to request resident's parking scheme areas and a parking assessment for Woodbridge.

The Town Clerk and Chair were mandated to write to East Suffolk Council.

11. To consider if the Committee should contact business owners regarding the placement of A boards on the Thoroughfare.

The Committee agreed that the Council should not involve itself in the management of A-boards on the Thoroughfare – such work is outside the remit of the Town Council and belongs to Suffolk County Council to administer.

12. To consider the ATW Town Centre consultation report.

The Committee noted the latest publication by Suffolk County Council in regard of the Active Travel Woodbridge proposals.

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

County Councillor Leach provided updates to the Committee on the following Highways and Transport related matters:

1. Signage on Little St John's Street.
2. Quotation for lighting in Collette's Walk and Ship Meadow Walk
3. The withdrawal of residents parking permits on St John's street
4. Increased car park fees – ESC
5. Net Zero improvements to Deben Leisure centre
6. Deben Leisure Centre bus shelter installation
7. Bus service improvement bid
8. Extra footpath clearance programme

9. Use of Glyphosate and weed management at ESC
10. PROW improvement alongside Woodbridge Boatyard

In regard of item 2, the Committee agreed that the Town Clerk may utilise the Highways and Transport Committee budget (expenditure code 5200) to cover any shortfall in funding experienced by County Councillor Leach.

14. Closure.

The meeting was closed at 6.51pm.

Councillor Leach
Chair