

Minutes of the meeting of the **Highways and Transport Committee** held at the **Shire Hall** on **Wednesday 28th January 2026** at **4pm**.

Councillors:

Present: R Leach, S Sadler and M Sutton.

Apologies: T Rogerson and K Turner.

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

1. Apologies for Absence.

Apologies for absence were approved for Cllrs. T Rogerson and K Turner.

2. Request for declarations of interest.

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

3. Request for dispensations.

There were no requests for a 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 10th December 2025.

The minutes of the Highways and Transport Committee meeting held 10th December 2025 were approved as a true record.

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

Subject to agreement with local stakeholders that they would enter into an agreement with the Council determining how the ongoing maintenance costs of the highway be maintained, the Committee agreed that further research be undertaken by the Town Clerk regarding the registration by the Council of 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.

The Committee approved the submission of a letter to Suffolk County Council outlining the issues with traffic management in Woodbridge during works on the public highway.

The Town Clerk was asked to circulate the letter to the Town Mayor.

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

The Committee agreed that the unspent funds in the Committee budget (5200) be allocated to the project to install 'No parking' signage in Little St Johns Street.

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

The Chair was asked to confirm the ownership of land in the area to allow the Committee to make a considered decision.

The Town Clerk was asked to share with the Chair the Council's title for the north-eastern edge of Kingston Field.

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

The Committee received a verbal updated from CCllr. 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
- 7 - Street marking replenishment on Market Hill
- 8 - Progress on townwide TRO's
- 9 - Planned updates to car park ticket machines

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

The Mayor reported on a meeting held with the project team from Suffolk County Council, Melton Parish Council and a number of other parishes in regard of the proposed improvement works to the A12 (as covered by planning application SCC/0170/25SC).

The Chair presented her feedback on the application, which the Committee agreed should be fed into the formal response to the consultation being prepared by the Planning Committee.

The Mayor advised that at the recent meeting of the Woodbridge Youth Council, there was a request from that group that more pedestrian crossings be installed to facilitate access to the fields and villages to the west of the A12/ Grove Road.

7. Closure.

The meeting was closed at 5.49pm.

Councillor Leach
Chair