

To Members of the Planning Committee

Cllr. David Adelson

Cllr. Sue Bale

Cllr. Ruth Leach

Cllr. Eamonn O’Nolan

Cllr. Nigel Phipps

Cllr. Tom Rogerson

Cllr. Simon Sadler

Cllr. Robin Sanders

Cllr. Katharine Turner

You are hereby summoned to **attend the meeting of the Planning Committee** to be held at the **Shire Hall** on **Wednesday 26th August 2026 at 5.00pm.**



Belinda Lloyd
Deputy Town Clerk
20th August 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 29th July 2026.

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 consider a request from the Finance Committee to take a position on the requirement for a local (neighbourhood) plan.

11. Closure.

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.

DC/26/2647/TCA - 20 North Hill Woodbridge Suffolk IP12 1HH	Expiry Date: Wed 19 Aug 2026
	Determination: Mon 07 Sep 2026
2no.Oak (marked on submitted map) - Pollard at 10m from ground level	

DC/26/2725/TCA - 16 Warren Hill Road Woodbridge Suffolk IP12 4DU	Expiry Date: Thu 27 Aug 2026
	Determination: Wed 16 Sep 2026
2no. Beech (marked on plan) - Reduce height by 2m	

DC/26/2713/TCA - 30 Victoria Road Woodbridge Suffolk IP12 1EJ	Expiry Date: Thu 27 Aug 2026
	Determination: Wed 16 Sep 2026
1no. Hybrid Cherry (marked T1 on submitted plan) - Reduce whole crown by 1.5-2m 1no. Holly (marked T2 on submitted plan) - Reduce height by 1-1.25m, prune sides to shape	

Item 7

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

No applications received.

Item 8

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

DC/26/2605/FUL - 48 Haugh Lane Woodbridge Suffolk IP12 1JG	Expiry Date: Wed 26 Aug 2026
	Determination: Wed 16 Sep 2026
Enclosing rear garden in 1.8m wooden fence with concrete posts	

DC/26/2551/FUL -75 Ipswich Road Woodbridge Suffolk IP12 4BT	Expiry Date: Thu 27 Aug 2026
	Determination: Fri 11 Sep 2026
Alterations to the Existing House (including change of materials and fenestration); New Detached Garage; and proposed landscaping works (Including proposed removal of trees).	

DC/26/2517/FUL - Nutwood Fen Walk Woodbridge Suffolk IP12 4BH	Expiry Date: Tue 08 Sep 2026
	Determination: Fri 18 Sep 2026
Extension of garage and insertion of 4 no. dormers to create a room at first-floor level for use as a residential annexe.	

DC/26/2653/LBC - 2 Athenrye Court Cumberland Street Woodbridge Suffolk IP12 4AP	Expiry Date: Fri 04 Sep 2026
	Determination: Mon 21 Sep 2026
Listed Building Consent - Installation of through floor lift	

DC/26/2734/FUL - 54 And 56 Thoroughfare Woodbridge Suffolk IP12 1AL	Expiry Date: Wed 09 Sep 2026
	Determination: Mon 28 Sep 2026
Create an internal ground floor doorway in party wall between both buildings to combine shopfloors, remove 1970s staircase from no.54 and provide new access door in party wall at first floor, refurbish single storey rear wing of no.54 and erect new timber gate in its rear yard and re-order first floor rooms in existing apartment at no.56.	

DC/26/2735/LBC - 54 And 56 Thoroughfare Woodbridge Suffolk IP12 1AL	Expiry Date: Fri 04 Sep 2026
	Determination: Mon 28 Sep 2026
Listed Building Consent - Create an internal ground floor doorway in party wall between both buildings to combine shopfloors, remove 1970s staircase from no.54 and provide new access door in party wall at first floor, refurbish single storey rear wing of no.54 and erect new timber gate in its rear yard and re-order first floor rooms in existing apartment at no.56.	

DC/26/2658/VOC - Hartington 21 Dukes Park Woodbridge Suffolk IP12 4DD	Expiry Date: Fri 28 Aug 2026
	Determination: Mon 21 Sep 2026
Variation of Condition No. 2 of DC/26/1448/VOC - Variation of Condition No. 2 of DC/25/4841/VOC - Variation of Condition No. 2 (drawings and documents) of DC/24/3854/FUL - Erection of part two-storey and part first floor extension, and detached garage - Amend condition wording - We wish the condition wording to be amended to reference revised drawings. The revised drawings show amendments to the detached cart-lodge, retaining wall location, and tree T6 being removed. We wish reference to drawing PW1439-PL03 REV H to be changed to PW1439-PL03 REV J.	

DC/26/2744/VOC - Alexander House 3 Stone Place Woodbridge Suffolk IP12 1DW	Expiry Date: Fri 11 Sep 2026
	Determination: Mon 28 Sep 2026
Variation of Condition No. 2 of DC/26/1847/FUL - Internal alterations to allow for an improved kitchen on the ground floor; amendments to the existing 3no windows on the south-east elevation that serve the ground floor kitchen room; replacement of balcony asphalt finish with lead finish; and external landscaping works. 2 - Approved Plans and Documents to make revisions to the boundary wall design.	

DC/26/2737/VOC - Alexander House 3 Stone Place Woodbridge Suffolk IP12 1DW	Expiry Date: Fri 11 Sep 2026
	Determination: Mon 28 Sep 2026
Variation of Condition No .2 of DC/26/1848/LBC - Listed Building Consent - Internal alterations to allow for an improved kitchen on the ground floor; amendments to the existing 3 no windows on the south-east elevation that serve the ground floor kitchen room; replacement of balcony asphalt finish with lead finish; and external landscaping works - 2 - Permitted Plans - To make revisions to the boundary wall design.	

DC/26/2733/LBC -31A Thoroughfare Woodbridge Suffolk IP12 1AH	Expiry Date: Fri 11 Sep 2026
	Determination: Tue 06 Oct 2026
Listed Building Consent - Air conditioning condenser located externally and internal cassette	

DC/26/2732/FUL - 31A Thoroughfare Woodbridge Suffolk IP12 1AH	Expiry Date: Fri 11 Sep 2026
	Determination: Tue 06 Oct 2026
Air conditioning condenser located externally and internal cassette	

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	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	
02.07.25	DC/25/2360/LBC - 29 Seckford Street Woodbridge Suffolk IP12 4LY	No objection	Awaiting decision	
03.09.25	DC/25/3178/FUL - 2 Greyfriars Woodbridge Suffolk IP12 4EY	No objection	Awaiting decision	
03.12.25	DC/25/4376/LBC - 29 Seckford Street Woodbridge Suffolk IP12 4LY	No objection	Awaiting decision	
21.01.26	DC/25/4863/FUL - Grove House Hotel 39 Grove Road Woodbridge Suffolk IP12 4LG	Refusal	Awaiting decision	
21.01.26	DC/25/4922/ARM - Land To The South And East Of Adastral Park Martlesham Suffolk	No comment	Application Permitted	
04.02.26	DC/25/3688/FUL - Gazebo Farm Grundisburgh Road Woodbridge Suffolk IP13 6HX	No objection	Awaiting decision	
22.04.26	DC/26/1174/FUL - Land South Of Kingston Nettus Kingston Farm Road Woodbridge Suffolk IP12 4BD	No objection	Awaiting decision	
22.04.26	DC/26/1040/FUL - Apartment 2 The Chandlery Tide Mill Way Woodbridge Suffolk IP12 1FP	No objection	Awaiting decision	Delegated Decision
06.05.26	DC/26/1174/FUL - Land South Of Kingston Nettus Kingston Farm Road Woodbridge Suffolk IP12 4BD	No comment	Awaiting decision	
06.05.26	DC/25/3178/FUL - 2 Greyfriars Woodbridge Suffolk IP12 4EY	No objection	Awaiting decision	
06.05.26	DC/26/1205/FUL - 14 Church Street Woodbridge Suffolk IP12 1DH	No objection	Awaiting decision	
06.05.26	DC/26/1206/LBC - 14 Church Street Woodbridge Suffolk IP12 1DH	No objection	Awaiting decision	
06.05.26	DC/26/1426/CLE - Bull Ride Mews New Street Woodbridge Suffolk	No objection	Awaiting decision	
27.05.26	DC/26/1271/FUL - Sun Wharf Deben Road Woodbridge Suffolk IP12 1BD	Refusal	Awaiting decision	
27.05.26	DC/26/1625/FUL - Carthew Court 11 Station Road Woodbridge Suffolk IP12 4AU	No objection	Awaiting decision	
27.05.26	DC/26/1590/FUL - 2 Clare Avenue Woodbridge Suffolk IP12 4ES	Refusal	Awaiting decision	
24.06.26	DC/26/1673/FUL - 21 New Street Woodbridge Suffolk IP12 1DY	Refusal	Awaiting decision	
08.07.26	DC/26/1835/FUL - 3 Balliol Close Woodbridge Suffolk IP12 4EQ	Refusal	Awaiting decision	Delegated Decision
08.07.26	DC/26/1853/FUL - Kyson Staithe Broomheath Woodbridge Suffolk IP12 4DN	No objection	Application Permitted	
08.07.26	DC/26/1628/FUL - St Marys Church Church Street Woodbridge Suffolk IP12 4LP	No objection	Awaiting decision	
08.07.26	DC/26/1081/OUT - Grove Court Nursing Home Beech Way Woodbridge Suffolk IP12 4BW	No objection	Awaiting decision	Delegated Decision
08.07.26	DC/26/2024/FUL - Wilmslow End 8 Wilmslow Avenue Woodbridge Suffolk IP12 4HW	No objection	Application Permitted	
08.07.26	DC/26/1751/FUL - The Longshed Tide Mill Way Woodbridge Suffolk IP12 1FP	No objection	Awaiting decision	Delegated Decision
08.07.26	DC/26/1882/FUL - 13 St Johns Hill Woodbridge Suffolk IP12 1HT	No objection	Application Permitted	

29.07.26 DC/26/2250/LBC - Old Customs Cottage 5A Quay Street Woodbridge Suffolk IP12 1BX
29.07.26 DC/26/2249/FUL - Old Customs Cottage 5A Quay Street Woodbridge Suffolk IP12 1BX
29.07.26 DC/26/2012/LBC - Flat 3 The Compass Mariners Court 107 New Street Woodbridge Suffolk IP12 1DZ
29.07.26 DC/26/2448/FUL - Tennis Courts Kingston Field The Avenue Woodbridge Suffolk IP12 4BA
29.07.26 DC/26/2325/ARM - Land To The South And East Of Adastral Park Martlesham Suffolk
29.07.26 DC/26/2326/ARM - Land To The South And East Of Adastral Park Martlesham Suffolk
29.07.26 DC/26/2593/FUL - 11A Theatre Street Woodbridge Suffolk IP12 4NE
29.07.26 DC/26/2594/LBC -11A Theatre Street Woodbridge Suffolk IP12 4NE

Refusal	Awaiting decision
Refusal	Awaiting decision
No objection	Awaiting decision
No objection	Awaiting decision
No comment	Awaiting decision
No comment	Awaiting decision
No objection	Awaiting decision
No objection	Awaiting decision

Item 10

To consider a request from the Finance Committee to take a position on the requirement for a local (neighbourhood) plan.

As part of their review of the Council's Risk Management schemes, the Finance Committee have asked that this Committee take a position on the requirement for a local (neighbourhood) plan – the relevant extract from the minutes from that meeting is provided below:

Planning/ Economic – Planning Committee asked to take a position on the requirement for a local plan for Woodbridge. The Finance Committee would urge a pragmatic approach to the consideration – whilst it is recognised that securing a plan would provide some local benefit, the time requirements upon Councillors, Officers and residents, and the lack of ability of a plan to adopt quickly to changes in planning legislation, may outweigh the benefits. Working closely with the planning authority for a strong Woodbridge position in the new ESC Local Plan, may also be more achievable.

The position of the Risk Management Scheme provides that a lack of affordable housing, increase in second homes etc etc, provides a significant risk to the town of Woodbridge and therefore consideration must be given as to how the Town Council can work to mitigate these concerns:

Economic	Planning	4	4	16	The lack of affordable housing, the increase in second homes and the loss of suitable housing for older residents (bungalows) is impacting residents. The reduction in the range of food shops is a further contribution to making the town a less thriving place.	Planning Committee to consider the requirement for a neighbourhood plan for Woodbridge. The Council's proposed 'Deben Campus' might serve as potential mitigation for these concerns.
----------	----------	---	---	----	--	---

The ESC website for Neighbourhood Planning – <https://www.eastsuffolk.gov.uk/planning/neighbourhood-planning>

Neighbourhood plans are land use plans usually prepared for an individual town/parish administrative area by the relevant town or parish council.

Every neighbourhood plan is different just as every community is different. The decision on whether to undertake a neighbourhood plan will depend on the individual community, the

land use planning issues it faces and any long term aspirations. Other types of [community led plans](#) are available.

Neighbourhood plans do not operate in isolation, but provide the opportunity to add local policy detail to strategic policies set out in the [Local Plan](#).

The [Locality Neighbourhood Planning website](#) has useful information and tools to help you with neighbourhood planning.

Possible ideas for Neighbourhood Plan policies can be found in the following guidance:

- [Neighbourhood Planning Guidance for the Implementation and Monitoring of made Neighbourhood Plans \(PDF, 708.45KB\)](#)
- [Neighbourhood Plans – Indicative Housing Requirements methodology \(PDF, 361.23KB\)](#)
- [Neighbourhood Planning Guide – How to go about it \(PDF, 1.45MB\)](#)
- [Neighbourhood Planning Project Plan Template \(DOCX, 77.88KB\)](#)
- [Neighbourhood Planning Guidance for Climate Change \(PDF, 6.81MB\)](#)
- [Neighbourhood Planning Guidance for Housing \(PDF, 4.6MB\)](#)
- [Neighbourhood Planning Guidance for Infrastructure and Community Infrastructure Levy \(CIL\) \(PDF, 2.34MB\)](#)

To quote Cornwall Council:

*Finishing a neighbourhood plan in the UK typically takes **18 months to 3 years** from start to finish, with two years being the most common average. Complex projects or those relying heavily on extensive volunteer-led evidence gathering can stretch to 5 years or more.*

Members are asked to consider a request from the Finance Committee to take a position on the requirement for a local (neighbourhood) plan.