

Minutes of the meeting of the **Highways and Transport Committee** held at the **Shire Hall** on **Wednesday 16 September 2026** at **5.00pm**.

Councillors:

Present: Cllrs. Ruth Leach, Katharine Turner and Simon Sadler.

Apologies: Cllrs. Geoff Holdcroft and Mike Sutton.

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

1. Apologies for Absence.

The Committee agreed to approve the apologies received from Cllrs. Geoff Holdcroft and Mike Sutton.

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 13th July 2026.

The minutes of the Highways and Transport Committee meeting held 13th July 2026 were approved as a true record.

6. To note the actions undertaken from the 13 July meeting.

The Committee noted the actions undertaken from the 13 July meeting.

7. To consider the presentation received from the SCC Active Travel Woodbridge project team in relation to the Phase 1 scheme proposals.

The Committee discussed the presentation received from the Suffolk County Council Active Travel Woodbridge project team in relation to phase 1 of the scheme and noted that both SCC and WTC have since published press releases about the upcoming improvements.

8. To review and agree any next steps following the Committee's meeting with Eamonn Cullinan, Parking Services Manager, East Suffolk Council.

The Committee agreed that the meeting held earlier in the day with Eamonn Cullinan (ESC Parking Services Manager) and William Jillings (ESC Data and Development Lead) had been positive.

The Committee cited discussions about the likelihood of a Woodbridge Parking Review and the potential for the Town Council to self-fund the interventions which follow, as useful takeaways from the meeting.

The Committee agreed that in advance of the parking review and the proposals for WTC to seek to take over the managements of the paid car parks in town (see item 10), it would be best practice to undertake some public engagement in order to seek the opinion of parishioners.

Further to discussion held at the earlier meeting, the Committee agreed that double yellow line kerb markings known as 'blips', which denote that no loading or unloading is permitted on a section of double yellow line, be requested at the following locations:

- Market Hill (South side) – From the end of the blips on Church Street to the parking bay outside of St Mary's House.
- Market Hill (North side) – entire section of double yellow line between the parking bays.
- Market Hill (West side) – from the junction with Seckford Street to the Strawberry Café (this allows some loading/ unloading on this section but protects the very tight junction).

9. To consider a response to the (second) re-consultation of SCC planning application SCC/0170/25SC – A12 between Junctions 58 (Seven Hills) and Woods Lane Roundabout, Woodbridge.

The Committee agreed that the concerns raised to Suffolk County Council about the proposed upgrade to the Grundisburgh Road roundabout are wholly inadequate, and that the matters raised by the Council in earlier responses to the consultation had not been responded to nor addressed.

The Chair agreed to draft a response to the re-consultation, which would be proofread by other members of the Committee prior to submission. Full Council would be provided the response to note.

10. To consider the potential of Woodbridge Town Council, as part of an asset transfer from East Suffolk Council, taking control of the East Suffolk Council (paid) car parks in Woodbridge.

The Committee agreed that further investigation into the potential of the Council taking control of the East Suffolk Council (paid) car parks in Woodbridge merits further consideration.

The Town Mayor reported that he had received a positive response from the ESC Data Development Lead further to a request for the income figures for each car park in the town. Once this information has been received the Council could consider the business case for seeking asset transfer from ESC.

11. To consider a request from Full Council as to how the Council may be involved in the rejuvenation of Neighbourhood Watch schemes in the Parish.

The Committee agreed to recommend to Full Council that Woodbridge Town Council should try and find a way to support the rejuvenation of a Neighbourhood Watch scheme, but it would require a lead Councillor to drive the project forward, preferably with a lead resident.

Cllr. Sadler was asked to include the rejuvenation of Neighbourhood Watch schemes in the Parish in the next 'Mayors Monthly' video.

12. To consider a request from the Amenities Committee in relation to the installation of a footpath on Kingston Field.

The Committee noted that Cllr. Leach hopes to secure the closure of the entrance to the Deben Car Park from Jetty Lane, which would ensure a safer passage for pedestrians using that road and hence the requirement for a new section of path on Kingston Field be negated.

13. To consider further the condition of the drains on the Market Hill.

The Committee noted that the Shire Hall Working Party is actively looking at the drains on the Market Hill and that Full Council will receive a recommendation from that group to undertake repairs to the surface water drains.

Cllr. Leach remains in dialogue with Suffolk County Council Highways about the cleansing of the gulleys, whilst Anglian Water will be required to consider the foul water system.

14. To receive updates from County Councillor Leach on the following Highway related projects.

Cllr. Leach reported that repairs to the station footbridge has been undertaken.

15. Closure.

The meeting was closed at 6.18pm

Councillor Turner
Chair