

To Members of the Highways and Transport Committee

Cllr. Ruth
Leach

Cllr. Geoff
Holdcroft

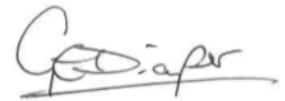
Cllr. Tom
Rogerson

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 16 September at 5.00pm.**



Greg Diaper
Town Clerk
11 September 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 13 July 2026.

6. To note 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.

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

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

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.

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.

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

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

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

15. Closure.

Item 6

To note the actions undertaken from the 13 July meeting.

- The Committee agreed that Cllr. Sanders would attend the SCC 'Development and Regulation Committee' meeting to present the position of the Council, with support from Cllr. Turner – **Meeting cancelled.**
- Cllrs. Holdcroft, Phipps, Sadler, Sanders and Turner be appointed to a Working Party to identify roads/ areas in the towns with pressurised on street parking for potential inclusion in permit parking schemes. The remit of the Working Party would include parking for residents and non-residents, the former being the more time critical.
Working party met on 23.07.26.
- The Town Clerk to schedule a meeting with the Parking Services Manager at East Suffolk Council, Eamonn Cullinan, for early September – **Meeting scheduled for 16 September.**
- The Committee agreed that the Town Mayor should write to County Councillor Leach requesting the cleaning and surveying of the drains on the Market Hill by the Highways Authority, with specific focus on the inability of the Council to proceed with any further repair works to the Shire Hall until and we understand the condition of the drains in the area of the building – **Survey of the Market Hill drains undertaken by Drain Doctor – more at item 13.**

Item 7

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

The Council received a presentation from the Active Travel Woodbridge team on Thursday 10 September which advised on the Phase 1 scheme proposals which have been implement (crossing at St Mary's School), and those soon to begin.

This item provides the Committee time to consider and discuss the presentation from the SCC ATW team, and decide how the Council can help with the publication of the forthcoming press releases from the SCC team.

Item 8

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

The Committee will meet with Eamonn Cullinan, Parking Services Manager, East Suffolk Council, on the morning of this meeting to discuss the proposed Woodbridge Parking Review, and this item provides Members the opportunity to review that discussion and agree any next steps.

Item 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

Officers received the following notice from SCC that a further consultation of planning application SCC/0170/25SC – A12 between Junctions 58 (Seven Hills) and Woods Lane Roundabout, Woodbridge is to be undertaken:

Re-consultation

Reason: The applicant has provided further information on drainage, highways, landscape, street lighting dated 21 August 2026. This can be found on the below link.

Application No: SCC/0170/25SC

Proposal: Transport 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 of a new pedestrian bridge and other highways and pedestrian improvements.

Location: A12 between Junctions 58 (Seven Hills) and Woods Lane Roundabout, Woodbridge, Suffolk

We previously sent you a consultation on 29 May 2026 for application SCC/0170/25SC. We have now received further information which requires consideration.

The application can be viewed on-line at: <http://suffolk.planning-register.co.uk/Planning/Display?applicationNumber=SCC/0170/25SC>

The Council as County Planning Authority is considering the above application and should you wish to make further comments in relation to this application, please respond by 24 September 2026

Yours sincerely,

Andy Rutter

Development Manager

Growth, Highways & Infrastructure

The Council has provided two responses already (uploaded to SharePoint) – the second, which asked for a response on a number of matters, is unanswered.

Cllr. Leach has already provided some feedback to SCC on the latest proposals, and these are uploaded to SharePoint.

Members are asked 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.

Item 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.

Through it's Green Spaces Working Party, the Council is currently awaiting a response from East Suffolk Council further to information requests as part of the Council's due diligence ahead of potential asset transfer from that organisation. Despite the postponement of LGR in Suffolk, conversations with ESC Officers suggest that that organisation will still be interested in divesting of assets.

An item has been requested for this agenda for the Committee to take an initial look at the East Suffolk Council owned (paid) car parks in the parish:

Hamblin Road (1,2,3)

Lime Kiln Quay Road

Oak Lane

Theatre Street

Station

Deben

Officers understand that ESC will soon resurface the Hamblin Road (1) car park; conversations with ESC Officers suggested that the other car parks are not currently scheduled for re-surfacing.

This item was requested partly due to the recent news of Parish Councils in Norfolk taking control of the car parks in their area as Breckland District Council acted ahead of LGR....

Breckland Council divestment:

<https://www.bbc.co.uk/news/articles/cy4qllj189xo>

Watton Town Council:

<https://www.edp24.co.uk/news/26496654.watton-takes-control-car-parks-breckland-council>

Members are asked 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.

Item 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.

Members will recall the presentation received at the June meeting of the Council from Nick King, from the Suffolk Neighbourhood Watch Association:

5. Public question time.

Nick King from the Suffolk Neighbourhood Watch Association addressed the Council about his ongoing work to rejuvenate Neighbourhood Watch schemes in the County.

He confirmed that Woodbridge previously had six such schemes, and in the first instance he will work to contact the named persons on those schemes.

The Council asked that the Highways and Transport Committee consider how the Council may be involved in the rejuvenation of these schemes at its next meeting.

Subsequent communication with Mr King is uploaded on SharePoint, which provides suggestion as to how the Council may wish to involve itself in the project moving forward.

Members are asked 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.

Item 12

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

As Members may be aware, the Amenities Committee are working through the results of a public engagement held last summer in relation to potential improvements to Kingston Field. One of the most popular proposals was the addition of a footpath from the main gate in the northern end of the park to connect with the existing path which links the café, play area and bridge over the river. This path would run adjacent to Jetty Lane, which currently does not have a footpath.

The April meeting of the Amenities Committee provides the following (redacted):

6.	To noted quote received to install a path at Kingston Playing Field.
	The Committee noted the quotation received for the installation of a path at Kingston Playing Field. Members requested that officers obtain three quotations for a path running from Jetty Lane to the Pavilion. The Committee also asked that the SCC Councillor and Highways be approached to explore potential financial support for the project, as the path is considered necessary to improve safety for users of Jetty Lane. Currently, no footpath is provided, requiring pedestrians to walk in the road, which is unsafe and has long been a concern for both residents and councillors.

A more recent minute from July provides:

12. To consider the quote received for the path on Kingston playing field running adjacent to Jetty Lane.

Members considered the quotation and agreed to defer a decision pending the outcome of proposals from Cllr Ruth Leach at East Suffolk Council to close the Station Road car park exit onto Jetty Lane. Members noted that, if implemented, this is expected to significantly reduce traffic, creating a quieter and safer route for pedestrians despite the absence of a footway.

The cost alone of the path adjacent to Jetty Lane exceeds the funding for the entire field provided in this year's budget (£25,000). The Highways Committee have £2,747.32 remaining in it's in year budget:

14/09/2026		Woodbridge Town Council Current Year				Page 1	
16:54		Nominal Ledger Report by ACCOUNT				User :G.DIAPER	
A/c Code	5200	Highways Cttee Exp				Annual Budget	5,000
Centre	190	Committee Expenditure				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance	0.00	
1	15/04/2026	SUFF03	Purchase Ledger	Colletts Walk LED Light Prjct		2,252.68	
		Account	Highways Cttee Exp		Account Totals	2,252.68	0.00
		Centre	Committee Expenditure		Net Balance Month 7	2,252.68	

Members are asked to consider a request from the Amenities Committee in relation to the installation of a footpath on Kingston Field.

Item 13

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

The Committee's interest in the drains on the Market Hill is running adjacent to similar concerns of the Shire Hall Working Party – that group has already considered the report provided by Drain Doctor (uploaded to SharePoint), and the following is provided in the minutes from that group's August meeting:

1. The Drain Doctor's report and quote (£3042) addresses purportedly only those parts of the drainage system owned by WTC, but doubt remained as SCC has hitherto taken responsibility for some aspects of drainage. The responsibility for surface water and for foul water needed to be ascertained. Concerns that the milling out of concrete could be open ended.

Action: RS & NP to discuss report further to ascertain and bring conclusions to next meeting.

Action: Deputy Town Clerk to request separated quote from Drain Doctor for only foul water drain repairs.

Action: Aim to seek Town Council approval for drain spend on 23rd September

The Shire Hall Working Party will meet on the morning of this meeting and a number of Members will be at both meetings – **this item provides further chance for consideration of the report, and to agree any further actions which might be required.**