



# Woodbridge Town Council

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## To Members of the Planning Committee

Cllr Adelson

Cllr Bale

Cllr Blois

Cllr Gillard

Cllr Holdcroft

Cllr Miller

Cllr Rawlings

Cllr Sanders

Cllr Sutton

Cllr Walsh

You are hereby summoned to attend a **meeting** of the **Planning Committee** to be held at the **John Gibbins Gallery, The Longshed, Tide Mill Way** on **Wednesday 17<sup>th</sup> August 2022** at **6pm**.

Greg Diaper

Town Clerk

12<sup>th</sup> August 2022

### **Public Attendance**

*Members of the public and press are welcome to join this meeting. Members of the public will be invited to give their views/questions the Town Council on issues on the agenda or raise issues for consideration or inclusion at future meetings. This item will be limited to fifteen minutes duration but may be extended at the discretion of the Mayor.*

### **Agenda**

#### **1. Apologies.**

To receive apologies for absence.

#### **2. Declaration of Interest.**

Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.

**3. Requests for Dispensation.**

Councillors with a Pecuniary Interest in an item on this Agenda, who wish to remain, speak, and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

**4. Confirmation of Planning Committee Minutes.**

To confirm the minutes of the Planning Committee held on 2<sup>nd</sup> August 2022.

**5. Public Question Time.**

For the public to ask questions of the Council or raise issues for consideration at a future meeting of the Council. 15 minutes maximum.

**6. To note intentions to undertake works to trees in the conservation area.**

**7. To comment on applications to trees with a Tree Preservation Order (TPO).**

**8. To comment on applications for planning permission.**

**9. To note East Suffolk Council decisions on Planning Applications where those decision are contrary to this Council's recommendations and not previously reported.**

**10. To agree the Committees response to the NALC consultation on short term holiday lets.**

**11. Closure.**

## Woodbridge Town Council

Minutes of the meeting of the **Planning Committee** held at the **John Gibbins Gallery** on **Tuesday 2<sup>nd</sup> August 2022** at **5pm**.

### Councillors:

Present: D Adelson, S Bale, S Miller R Sanders, and M Sutton

Apologies: C Blois, G Holdcroft, P Gillard S Rawlings and C Walsh

In Attendance: Town Clerk and no members of the public.

#### 214. Apologies for Absence

Apologies for absence had been received from Councillors Blois, Holdcroft, Gillard, Rawlings and Walsh

#### 215. To receive Declarations of Interest

Councillor Adelson declared a non-pecuniary interest in application DC/22/2370/FUL as a relative lives in the adjacent houseboats.

#### 216. To consider requests for Dispensations

There were no requests from Councillors with a Pecuniary Interest in an item on this agenda for a dispensation.

#### 217. To agree and approve the Minutes of the meeting held on 19<sup>th</sup> July 2022

The minutes of the Planning Committee meeting held 19<sup>th</sup> July 2022 were approved.

#### 218. Public Question Time.

There were no members of the public present.

#### 219. To note intentions to undertake works to trees in the Conservation Area

There were no applications to consider.

#### 220. To comment on applications to trees with a Tree Preservation Order (TPO)

There were no applications to consider.

221. To comment on applications for planning permission

The Council agreed their comments as set out below:-

Application No and Address	Committee Comments
DC/22/2629/FUL - 4 Peterhouse Crescent Woodbridge Suffolk IP12 4HT	We recommend <b>APPROVAL</b>
DC/22/2370/FUL - Ferry Quay Cafe Ferry Quay Woodbridge Suffolk IP12 1BW	<p>The Committee supports this development in principle and wishes to thank the applicant and agent for their time showing the Committee round the site.</p> <p>However, the Committee has a number of significant concerns about the proposal and at this time has no option but to recommend <b>REFUSAL</b> for the following reasons:</p> <p>1 - The application contravenes SCLP 11.1 g: permission will be granted where proposals</p> <p><i>Create permeable and legible developments which are easily accessed, throughout the site and connections outside the site, and used by all, regardless of age, mobility and disability;</i></p> <p>The current proposal does not enable disabled access to the upper level of the café whilst the seating proposed at ground level is not suitable for wheelchair users.</p> <p>2 - The application contravenes SCLP 11.1 g: permission will be granted where proposals</p> <p><i>Ensure that the layout and design incorporates adequate provision for the storage and collection of waste and recycling bins in a way which does not detract from the appearance of the development;</i></p>

The current proposal does not offer adequate waste storage and disposal facilities.

- 3 – The discharge of rainwater from the roof and roof itself is currently onto/over third party property – we would recommend that either permission is sought for this discharge or modifications are made to the roof design.
- 4 – Toilet facilities are not included in the Application but are under review by the applicant but WTC are disappointed that the Applicant is considering a location are around 50 yards from the premises. We would prefer to see a fully accessible toilet provided at the cafe.
- 5 – We are concerned about the lack of detail of ventilation in the kitchen/ food preparatory area.

However, if these matters are addressed to the satisfaction of the Planning Authority, as well as other matters raised by the Flood Risk Management Authority and Environmental Protection, The Committee would fully support the development.

We also have a minor concern that the proposed development will constrain the PROW footpath to its actual/ mapped route, which follows the edge of the Dock, rather than allow pedestrians to follow a natural desire line away from the water. There are currently a number of trip hazards on the actual route of the footpath which may need to be cleared, however these are necessary for access to the house boats moored in Bass Dock. We would suggest that Suffolk County Council and the applicant looks to re-route this footpath to avoid these potential hazards.

DC/22/2641/VOC - Former Council Offices Melton Hill Melton Woodbridge Suffolk IP12 1AU	We recommend <b>REFUSAL</b> as there is no provision of a demolition management plan as part of the variation of condition and it is unclear if that document will be for public scrutiny when sent to ESC. We are particularly interested to understand how the developer will manage demolition traffic/ vehicles accessing the site, how pedestrian movements in the vicinity of the site be managed, and how the surrounding environment will be protected.
DC/22/2783/FUL - The Abbey School Church Street Woodbridge Suffolk	We recommend <b>APPROVAL</b>
DC/22/2619/FUL - Land Adjacent To 13 Sun Lane Woodbridge Suffolk	We recommend <b>APPROVAL</b> subject to the applicant submitting an updated contaminated land survey.
DC/22/2740/FUL - 58 Victoria Road, Woodbridge, Suffolk, IP12 1EL	We recommend <b>APPROVAL</b>
DC/22/2664/VOC - 69 Thoroughfare, Woodbridge, Suffolk, IP12 1AH	We recommend <b>APPROVAL</b>

**222. To note East Suffolk Council's decisions on planning applications where those decisions are contrary to this council's recommendations and not previously reported**

The Committee noted East Suffolk Council's decisions on planning applications where those decisions are contrary to this Council's recommendations and not previously reported.

**223. To receive a verbal report from the Chair regarding the decisions taken at the East Suffolk Council (South) Planning Committee meeting regarding DC/21/5698/FUL - 60 Old Barrack Road and DC/22/1303/FUL - 5 Gladstone Road**

The Chair gave a verbal report following his attendance at the East Suffolk Council (South) Planning Committee meeting.

**224. To consider how to respond to the East Suffolk Consultation: Draft Housing in Clusters and Small-Scale Residential Development in the Countryside Supplementary Planning Document.**

The Committee agreed its response to the East Suffolk Consultation: Draft Housing in Clusters and Small-Scale Residential Development in the Countryside Supplementary Planning Document.

**225. To consider if the Planning Committee wish to raise an objection to the submitted draft CIL Charging Schedule or request to be heard by the Examiner on a Proposed Modification.**

The Committee agreed it has no objection to draft CIL Charging Schedule.

226. To agree the Committees response to the SALC survey on Planning Process

The Committee agreed its response to the SALC survey on Planning Process

227. To agree the Committees response to the NALC consultation on short term holiday lets.

The Committee agreed the questions that we would provide answers in the Consultation and asked the Clerk to draft a detailed response for consideration at the next meeting of the Committee.

228. Closure

The meeting was closed at 6.26pm

Councillor Sanders  
Chair

DRAFT

## Item 6

### To note intentions to undertake works to trees in the conservation area (TCA)

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.

<a href="#">DC/22/2949/TCA - 26 Ipswich Road</a>	Expiry Date: Thu 25 Aug 2022
<a href="#">Woodbridge Suffolk IP12 4BU</a>	Determination Deadline: Sun 04 Sep 2022
1no. Laurel (T1 on plan) - Fell 1no. Elm (T2 on plan) - Fell 1no. Holly (T3 on plan) - Fell 1no. Laurel hedge (T4 on plan - Fell (most of this hedge is under 75mm in stem diameter at 1 metre but some are larger).	

<a href="#">DC/22/3112/TCA - 76 Thoroughfare</a>	Expiry Date: Tue 30 Aug 2022
<a href="#">Woodbridge Suffolk IP12 1AL</a>	Determination Deadline: Thu 15 Sep 2022
1no. Pine (T1 on plan) - Overall crown reduction by up to 3 metres.	

<a href="#">DC/22/3128/TCA - Seckford House 15 Market Hill</a>	Expiry Date: Wed 31 Aug 2022
<a href="#">Woodbridge Suffolk IP12 4LP</a>	Determination Deadline: Sun 18 Sep 2022
1no. Cedar (T1 on plan) - Crown reduction by up to 2 metres and crown lift by up to 3 metres above ground.	

## Item 7

### To comment on applications to trees with a Tree Preservation Order (TPO)

<a href="#">DC/22/3073/TPO - 1 Sandford Place Ipswich Road</a>	Expiry Date: Tue 30 Aug 2022
<a href="#">Woodbridge Suffolk IP12 4BX</a>	Determination Deadline: Tue 27 Sep 2022
1no. Poplar (T1 on plan) – Fell.	

## Item 8

### To comment on applications for planning permission

<a href="#">DC/22/2778/FUL - 101 Ipswich Road</a>	Expiry Date: Fri 19 Aug 2022
<a href="#">Woodbridge Suffolk IP12 4BY</a>	Determination Deadline: Mon 05 Sep 2022
Infilling car port to create habitable room.	

<a href="#">DC/22/2751/FUL - 1 Farlingayes Woodbridge Suffolk IP12 1HF</a>	Expiry Date: Wed 24 Aug 2022
	Determination Deadline: Tue 20 Sep 2022

Extend the kitchen at the rear of the property, build a garage, utility room and toilet to the side and enclose the porch area. All these extensions are single storey.

<a href="#">DC/22/2840/FUL - 42 Brook Street Woodbridge Suffolk IP12 1BE</a>	Expiry Date: Thu 25 Aug 2022
	Determination Deadline: Wed 21 Sep 2022

Alterations and extension.

<a href="#">DC/22/2841/LBC - 42 Brook Street Woodbridge Suffolk IP12 1BE</a>	Expiry Date: Thu 25 Aug 2022
	Determination Deadline: Wed 21 Sep 2022

Listed Building Consent - Alterations and extension.

<a href="#">DC/22/2966/VOC - 69 Thoroughfare Woodbridge Suffolk IP12 1AH</a>	Expiry Date: Fri 02 Sep 2022
	Determination Deadline: Sun 18 Sep 2022

Variation of Condition(s) 2 of Planning Permission DC/21/3073/FUL - Change of use from Commercial Offices to retail and residential with new timber framed single storey extension to replace existing rear extension.

<a href="#">DC/22/2973/FUL - 1A St Johns Street Woodbridge Suffolk IP12 1EB</a>	Expiry Date: Fri 02 Sep 2022
	Determination Deadline: Wed 21 Sep 2022

Single storey rear extension and minor alterations to the dwelling.

<a href="#">DC/22/2974/LBC - 1A St Johns Street Woodbridge Suffolk IP12 1EB</a>	Expiry Date: Fri 02 Sep 2022
	Determination Deadline: Wed 21 Sep 2022

Listed Building Consent - Single storey rear extension and minor alterations to the dwelling.

<a href="#">DC/22/2370/FUL - Ferry Quay Cafe Ferry Quay Woodbridge Suffolk IP12 1BW</a>	Expiry Date: Thu 25 Aug 2022
	Determination Date: Sun 07 Aug 2022

Replacement of existing caravan cafe and seating area with new cafe building and seating deck.

<a href="#">DC/22/2791/FUL - 13 Ipswich Road Woodbridge Suffolk IP12 4BS</a>	Expiry Date: Fri 02 Sep 2022
	Determination Deadline: Tue 06 Sep 2022

Remove existing manual swing vehicle gates and adjacent fence. Replace with new electronic operable remote opening sliding timber gate for access to existing off-site parking space.

[DC/22/2649/FUL - 10 North Hill Woodbridge](#)  
[Suffolk IP12 1HH](#)

Expiry Date: Mon 05 Sep 2022

Determination Deadline: Thu 29 Sep 2022

Retrospective Application - Extension of Conservatory.

[DC/22/2749/FUL - 58 Cumberland Street](#)  
[Woodbridge Suffolk IP12 4AD](#)

Expiry Date: Fri 02 Sep 2022

Determination Deadline: Sun 04 Sep 2022

Proposed kitchen extension and small conservatory extension to the rear of an existing dwelling.

[DC/22/2750/LBC - 58 Cumberland Street](#)  
[Woodbridge Suffolk IP12 4AD](#)

Expiry Date: Fri 02 Sep 2022

Determination Deadline: Sun 04 Sep 2022

Listed Building Consent - Proposed kitchen extension and small conservatory extension to the rear of an existing dwelling.

## Item 9

To note East Suffolk Council decisions on Planning Applications where those decision are contrary to this Council's recommendations and not previously reported

This schedule only lists those applications not previously reported to Committee

<b>Date</b>	<b>Application</b>	<b>WTC Decision</b>	<b>ESC Decision</b>	<b>ESC Officer (Delegated) or Committee Decision</b>
05.10.21	DC/21/4004/ARM - Land To The South And East Of Adastral Park	Refusal	Awaiting decision	
05.10.21	DC/21/4005/ARM - Land To The South And East Of Adastral Park	Refusal	Awaiting decision	
19.10.21	DC/21/4557/FUL - Little Kyson Broomheath	Refusal	Awaiting decision	
26.04.22	DC/22/1286/FUL - 31 Warren Hill Road	Approval	Awaiting decision	
26.04.22	DC/22/1269/OUT - Land Off Newnham Avenue Newnham	Approval	Application Permitted	Delegated Decision
26.04.22	DC/22/1359/FUL - 1 St Johns Street	Approval	Awaiting decision	
26.04.22	DC/22/1360/LBC - 1 St Johns Street	Approval	Awaiting decision	
26.04.22	DC/22/1163/FUL - Waggoners Court Bredfield Street	Refusal	Awaiting decision	
10.05.22	DC/22/1564/FUL - The Old Convent St Johns Terrace	Approval	Application Permitted	Delegated Decision
24.05.22	DC/22/1209/LBC - 2 Carmelite Place	Approval	Awaiting decision	
07.06.22	DC/22/1883/FUL - 33 Grundisburgh Road	Approval	Awaiting decision	
07.06.22	DC/22/1389/FUL - Skateboard Facility Rear Of Deben Leisure Centre	Approval	Awaiting decision	
07.06.22	DC/22/2005/FUL - Inn Field House 9 Pytches Road	Approval	Awaiting decision	
21.06.22	DC/22/1924/FUL - 30A Bredfield Street Woodbridge Suffolk IP12 4NH	Refusal	Awaiting decision	
21.06.22	DC/22/2241/VOC - 5-7 Tide Mill Way Woodbridge Suffolk IP12 1BY	Approval	Awaiting decision	
21.06.22	DC/22/2068/VOC - Bull Ride 70 New Street Woodbridge Suffolk IP12 1DX	Approval	Awaiting decision	
21.06.22	DC/22/1757/FUL - 21 Seckford Street Woodbridge Suffolk IP12 4LY	Approval	Application Permitted	Delegated Decision
21.06.22	DC/22/2023/LBC - 21 Seckford Street Woodbridge Suffolk IP12 4LY	Approval	Application Permitted	Delegated Decision
05.07.22	DC/22/2183/LBC - 50 Hasketon Road Woodbridge Suffolk IP12 4LD	Approval	Awaiting decision	
05.07.22	DC/22/2399/FUL - 50 Hasketon Road Woodbridge Suffolk IP12 4LD	Approval	Awaiting decision	

05.07.22	DC/22/2195/FUL - Woodbridge School Burkitt Road Woodbridge Suffolk IP12 4JH	Approval	Awaiting decision	
05.07.22	DC/22/1286/FUL - 31 Warren Hill Road Woodbridge Suffolk IP12 4DY	Approval	Awaiting decision	
05.07.22	DC/22/2329/FUL - 4 Ipswich Road Woodbridge Suffolk IP12 4BU	Approval	Application Permitted	Delegated Decision
19.07.22	DC/20/0902/OUT - Suffolk Constabulary Force Headquarters	Refusal	Awaiting decision	
19.07.22	DC/22/2346/FUL - 8 Christchurch Drive Woodbridge Suffolk IP12 4TJ	Approval	Awaiting decision	
19.07.22	DC/22/2367/FUL - 7 Magdalen Drive Woodbridge Suffolk IP12 4EF	Approval	Application Permitted	Delegated Decision
19.07.22	DC/22/2426/FUL - 23 Ipswich Road Woodbridge Suffolk IP12 4BS	Approval	Application Permitted	Delegated Decision
02.08.22	DC/22/2629/FUL - 4 Peterhouse Crescent Woodbridge Suffolk IP12 4HT	Approval	Awaiting decision	
02.08.22	DC/22/2370/FUL - Ferry Quay Cafe Ferry Quay Woodbridge Suffolk IP12 1BW	Refusal	Awaiting decision	
02.08.22	DC/22/2641/VOC - Former Council Offices Melton Hill Melton Woodbridge Suffolk IP12 1AU	Refusal	Awaiting decision	
02.08.22	DC/22/2783/FUL - The Abbey School Church Street Woodbridge Suffolk	Approval	Awaiting decision	
02.08.22	DC/22/2619/FUL - Land Adjacent To 13 Sun Lane Woodbridge Suffolk	Approval	Awaiting decision	
02.08.22	DC/22/2740/FUL - 58 Victoria Road, Woodbridge, Suffolk, IP12 1EL	Approval	Awaiting decision	
02.08.22	DC/22/2664/VOC - 69 Thoroughfare, Woodbridge, Suffolk, IP12 1AH	Approval	Awaiting decision	

## Item 10

To agree the Committees response to the NALC consultation on short term holiday lets.

This item was previously considered at the Committee's meeting on August 2<sup>nd</sup>, and the minutes of the meeting state:

*The Committee agreed the questions that we would provide answers in the Consultation and asked the Clerk to draft a detailed response for consideration at the next meeting of the Committee.*

For the questions deemed appropriate to Woodbridge the following basic response was agreed:

Q6. Do you consider the increase in short term and holiday letting in England to have had adverse consequences in the housing market?

**Option 1 Yes this is a major problem**

Q.8 Aside from the impacts on housing and incidents of anti-social/nuisance behaviour, do you consider the increase in short-term and holiday letting in England to have had other adverse impacts on local communities and residents?

**Option 1 – Yes**

**Members are asked to consider the following draft responses:**

### Question 6

Woodbridge is a popular holiday destination but is short on hotel provision – Seckford Hall and Ufford Park are located outside of the Parish Boundary, whilst classic locations such as The Crown Hotel and Bull Hotel offer rooms but not on a large scale. The gap in the holiday market has therefore been filled in recent years by holiday and short-term letting of properties within the historic centre of the town - a search of 'Air B and B' for an off-season period shows 46 properties currently available for rent.

Woodbridge, like many traditional market towns is blessed with a unique town centre layout and many small one- and two-bedroom properties in its town centre. Whilst these properties do make perfect housing for local families, they are commonly being purchased by people from outside of the local area solely for the purpose of creating a holiday or second/ seasonal home. The knock-on effect to the housing market in the town has been to inflate the cost of housing in Woodbridge to such an extent that many local families are unable to afford housing within the parish.

A search on a property website highlights the lack of, and inflated cost of properties currently on the market:

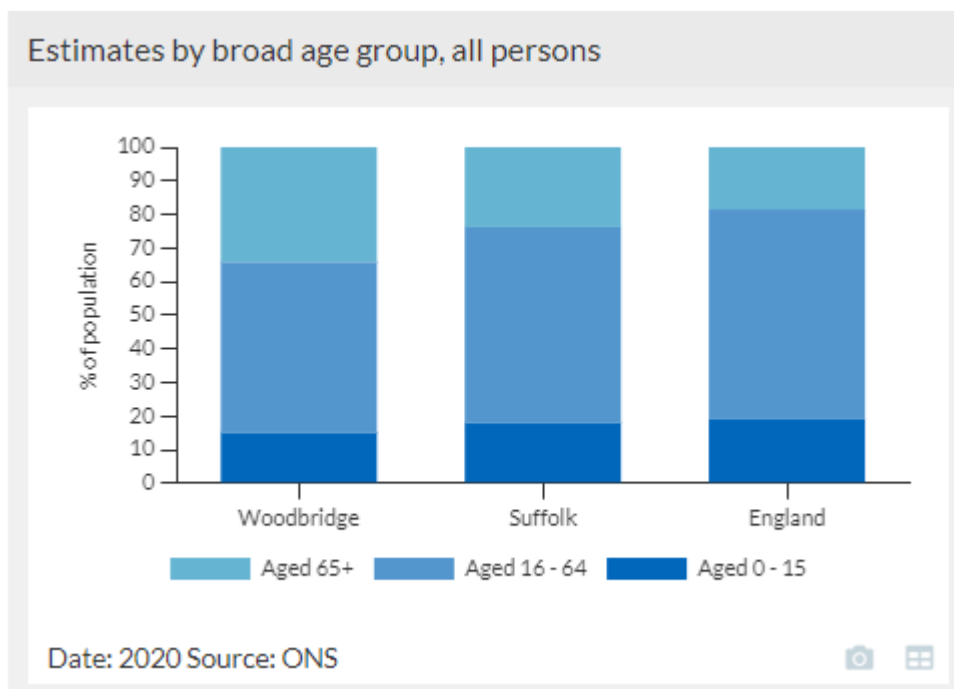
- 1 bedroom apartment - £215,000
- 2 bedroom apartment - £290,000
- 2 bedroom terraced house - £350,000
- 2 bedroom detached house - £385,000

Woodbridge Town Council are committed to both improving the town and its environs for residents whilst continuing to make the town attractive for tourists as many businesses rely on this trade. The Council is however extremely concerned about the inflation of the housing market and would therefore welcome a discussion on possible measures to limit the purchasing of properties for second/ seasonal homes in East Suffolk.

### Question 8

Following on from the answer provided at question 6 whereby it is noticeable that local people are unable to afford to buy housing in the town centre or even on its outskirts, the knock-on effect to the age profile of the town is that Woodbridge has a significant ageing population – this is highlighted in the graph below taken from the Suffolk Observatory

Woodbridge:	Suffolk	England
Aged 65+ - 34.2%	23.84%	18.5%



<https://www.suffolkobservatory.info/overview/?report=3e84a86214f4453581dc6e3204e130c1&feature=E05012761#/view-report/355e134d218e43fda37e52fb98024d6f/E05012761/G7>

The likelihood is that when the houses occupied by this generation do come up for sale they will be unaffordable for local people, therefore will be purchased either for second/seasonal homes or by people from elsewhere in the country – Woodbridge is also becoming a popular destination to which to retire.

The erosion of local traditions, accents and knowledge, which is reflected by the lack of interest in local community and voluntary organisations, is deeply concerning to Woodbridge Town Council.