



BUNGAY TOWN COUNCIL

PLANNING, ENVIRONMENT & HIGHWAYS COMMITTEE

Bungay Town Council, 1a Broad Street, Bungay. NR35 1EE, 01986 894236

**Minutes of the Planning, Environment & Highways Committee held on
16 of December 2022 at 7.00 pm at the Riverside Centre, The Staithe, Bungay NR35 IBF.**

Members in Attendance:

Cllr Lodge (Chair), Cllr. Atterwill, Cllr. O'Neill, and Hindes,
Non- Councillor members Sue Collins
Roz Barnett (Town Clerk)

PE&H-01- 8/12/2022 Apologies for Absence:

Apologies for absence were received from Cllr Daniels, Cllr Harnden and K Lodge

PE&H-02- 8/12/2022 Declaration of Interest & Requests for Dispensations:

Councillors to declare any Pecuniary or Non-Pecuniary Interests. Notwithstanding this item, Members may subsequently declare an interest at any point in the meeting.

Cllr Hindes declared a non- pecuniary interest item 10 as he is an allotment holder.

PE&H-03- 8/12/2022 To approve the minutes outstanding - for consideration.

To approve the minutes of the Planning, Environment & Highways Committee, 10 November 2022.

RESOLVED: It was proposed by Cllr O'Neill and seconded by Cllr Atterwill and unanimously agreed with some minor corrections, that the minutes of the Planning, Environment & Highways Committee Meeting of 10 of November 2022 be approved.

PE&H-04- 8/12/2022- Public Forum

Members of the public are invited to give their views on issues on this agenda, or raise issues for future consideration, at the discretion of the Chair, for no more than 15 minutes. Members of the public cannot take part in the Committee meeting itself.

One member of the public attended by Zoom.

PE&H- 05- 8/12/2022 - Planning Applications: *To consider the following planning applications:*

5i **BA/2022/0446/TCAA** | T1&2: Ash - Fell | 31 The Maltings, Albion House Staithe Road Bungay Suffolk NR35 1EJ

The Committee agreed to recommended refusal of the application as they would prefer to see reduction if the trees are healthy.

5ii **DC/22/4511/VOC** | Variation of Condition No. 2 of DC/21/5215/FUL - Erection of side, front and rear extensions -To delete proposal for two storey front extension to be reduced to single storey | 41 Beccles Road Bungay Suffolk NR35 1HT

RESOLVED: It was proposed by Cllr Hindes and seconded by Cllr Atterwill, and unanimously agreed that the Committee recommend approval of the application

5iii **DC/22/4521/LBC** | Listed Building Consent - Removal of later addition porch to the North east elevation | Stow Park Flixton Road Bungay Suffolk NR35 1PD

RESOLVED: It was proposed by Cllr Hindes and seconded by Cllr Atterwill, and unanimously agreed that the Committee recommend approval of the application

5iv **DC/22/4520/FUL** | Removal of later addition porch to the North east elevation | Stow Park Flixton Road Bungay Suffolk NR35 1PD

RESOLVED: It was proposed by Cllr Hindes and seconded by Cllr Atterwill, and unanimously agreed that the Committee recommend approval of the application

5v **DC/22/4560/LBC** | Listed Building Consent - Demolition of internal wall and fireplace on ground floor only, to create enlarged kitchen, combining existing breakfast room. Removal of floor in breakfast room, to become level with kitchen. | Dukes Bridge House 51 Beccles Road

RESOLVED: It was proposed by Cllr Hindes and seconded by Cllr Atterwill, and unanimously agreed that the Committee recommend approval of the application and that the comments previously submitted on the withdrawn application should still be considered.

5vii - To consider any late applications

BA/2022/0340/FUL | Erection of workshop/storage building & associated works. | Land To The East Of Falcon Lane Ditchingham Norfolk

The Committee noted that they were not official consultees as the development was outside the parish but were disappointed that they were not consulted as a major stakeholder in Falcon Meadow. The Committee agreed that the development will have a negative impact on an important green amenity used and managed by the people of Bungay.

The committee noted the ecological report highlighted several unresolvable issues including soakaways and how they will deal with sewage. The area is important habitat for raptors such as the kestrel and peregrine falcon and for smaller mammals such as shrews, moles, and water vole.

The area is in flood zone 3 and therefore not be built on, consequently any development could have a negative impact on future flooding on this high-risk sight.

During the discussion the meeting was closed to allow a member of the public to speak. He raised the further points that the proposal was an overdevelopment of the sight and that the proposed carparking area is too large and will have detrimental effect on flooding and ecology of the area

RESOLVED: It was proposed by Cllr Lodge and seconded by Cllr O'Neill, and unanimously agreed that the Committee recommend refusal of the application as they fully support the objections made by local residents.

PE&H -06- 8/12/2022 – The Committee noted East Suffolk Council’s planning decisions since the last meeting

Number	Address	Details	Decision
A/2022/0256/FUL	The Old Tannery, 46 Bridge Street	Proposal: Erection of double timber gates	Approved
BA/2022/0384/TCAA	Bridge House, 34 Bridge Street	Tree Works	Approved

PE&H -07- 8/12/2022 – Enforcement issues

The Chair explained that the international food shop in Upper Olland street appealed the Enforcement Notice against the Roller shutter international food shop in Upper Olland street and Est Suffolk are awaiting the outcome of this decision from the Planning Inspectorate. The Clerk is still waiting for an update from the enforcement officer for an update on the Fen Farm sign.

The chair also confirmed that the applicant in Kents lane has been making some changes to the surfacing around the property.

Signed by Chair

Date

PE&H -08- 8/12/2022 - To consider management of the thermal imaging camera

The Clerk explained that from Tuesday 10/01/2023 to Monday 23/01/2023 she has booked the use of thermal cameras for the Town and that she needed the Council to decide how to proceed with the project. It was agreed to progress the following actions

- Cllr O'Neill and Cllr Hindes offered to be trained to use the camera and supply availability dates to the Clerk.
- The Clerk to make Facebook post asking for volunteers to train to use the camera and contact housing associations.
- The Clerk to make Facebook post advertising free slots 25 minutes with the camera
- The Clerk to contact Beccles to see if we could do a joint article for the paper.

PE&H -09 8/12/2022 - To consider draft costed priorities/projects and budget for the Planning Environment and Highways Committee 2023/2024

The Committee noted the budget changes that would impact the Planning Committee projects and that £7000 was still being earmarked for the ANPR camera. It was hoped that changes in the mowing regime to improve biodiversity could also help reduce maintenance costs

PE&H -10- 8/12/2022 - To receive a report on the potential of new allotments at the Meadow Road site and consider the purchase of allotment software at a cost of £276 annual fee and £119 set up costs.

The Council agreed in October to actively seek additional land for allotments after receiving a report from the Allotment Association and this has now been included in the Council action plan. The Town Trust have offered some land down at Meadow Road which is adjacent to the Meadow Road play area and some East Suffolk land. The Clerk held a site meeting to discuss the suitability of the land and all parties agreed the land was suitable despite a discussion on flood risk. The Clerk explained that there is a question about how much land could be made available and whether the costs of the necessary infrastructure would be good value for money.

The Town Trust are going to consider what lease arrangements would have to be in place. The Allotment Association agreed to develop a draft a draft plan with associated costs. Cllr Cloke agreed to discuss with East Suffolk about transferring the adjacent land across to the Town Council. It was agreed that the Town Council needs to review management agreements at the Flixton allotment site.

The Town Council and the Allotment Association will also be applying for the food to fork East Suffolk funding for a community allotment on the Flixton road site.

It was agreed to defer the allotment software decision until the January meeting so the clerk can investigate the option of Go Cartless.

RESOLVED: It was proposed by Cllr Atterwill and seconded by Cllr O'Neill and unanimously agreed to bring in a late payment fee of £10 for the allotments, if payment is not received within 4 weeks after receipt of initial invoice and reminder email.

PE&H -11- 8/12/2022 - To receive an update on Annis Hill

- I. The Committee noted the report on the well organised and productive Tree Planting Day at Annis Hill.
- II. The Clerk reported that the Annis Hill lease has been signed but it may be that Suffolk Legal may ask for a revised version. The clerk is waiting for further information from the solicitors.

Signed by Chair

Date

PE&H -12- 8/12/2022 - To consider arrangements for tree surveys and tree management

The Clerk asked the Committee to note that the Clerk will be arranging to have the location of the trees on Council land mapped and will be seeking quotes for all the tree sites to be surveyed. Cllr Lodge suggested a local contractor and advised the Clerk to check what tree surveys already exist.

PE&H -13- 8/12/2022 - To discuss response to EA flooding consultation meeting.

This item was deferred due to the postponement of the meeting by the Environment agency.

PE&H -14- 8/12/2022 - To note and comment if required on the Control of Dogs Renewal of Public Space Protection Orders

The Committee discussed whether a control of dogs order was required for Earsham Street but the Clerk explained that this is already covered by the Road traffic Act 1988 as all dogs are required by law to be on a lead at all times on roads.

PE&H -15- 8/12/2022 - To receive an update on highway issues.

i. To note initial speed surveys

The Committee noted the data from the speed surveys and agreed it needed to be presented to the public in an accessible and easily understandable format. It was also pointed out that from the data the main issues appear to be on St Marys and Upper and Lower Olland Street.

ii. To receive an update on Speed and Lorry Watch

Cllr Daniels has agreed to be the lead councillor for speed and lorry watch and will be looking to recruit volunteers in the January newsletter.

iii. To discuss locations for SIDS and costs for rotation.

Cllr Lodge and Cllr Hindes agreed to map out potential locations for the SIDS so the Clerk can consult with the Highways engineer and seek costs for rotation of the devices.

Date of next meeting: 12 January 2023

There being no further business the meeting closed at 8.45pm.

Action Log

Actions	Who	By When
Clerk to submit Consultation Comments to East Suffolk	Clerk	December 2022
Clerk to advertise for volunteers to help with the thermal imaging cameras	Clerk	December 2022
Clerk to arrange for mapping of sites with trees	Clerk	January 2023
To advertise for Speed and Lorry Watch volunteers	Clerk	January 2023
To map out potential locations for SIDS and APNR camera	Cllr Lodge Cllr Hindes	January 2023

Signed by Chair

Date