



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
14th September 2023, at 7.00 pm at the Riverside Centre, The Staithe, Bungay NR35 IBF.**

Members in Attendance:

Cllr. Atterwill, Cllr Lodge (Chair), Cllr. O'Neill, Cllr. Pearmain and Karen Lodge.
Also, present Roz Barnett (Town Clerk), Tina Newby (Locum Clerk).

PE&H-01 - 14/09/2023 Apologies for Absence:

Apologies were accepted for Cllr Hindes

PE&H-02 - 14/09/2023 Declaration of Interest & Requests for Dispensations:

Cllr Lodge noted that he had a non-pecuniary interest in 9 (a).
Cllr O'Neill noted that he had a non-pecuniary interest in the tree application in 5(c).

PE&H-03-14/09/2023 To approve the minutes outstanding:

The minutes of 10th August 2023 and 24th August 2023 were discussed for approval.
After noting some minor amendments.

RESOLVED: It was agreed to approve the minutes of 10th and 24th August 2023 with the minor amendments was proposed by Cllr O'Neill and seconded by Cllr Atterwill was unanimously approved.

PE&H-04 - 14/09/2023 Public Forum:

No public were present.

PE&H-05- 14/09/2023 Planning Applications: To consider the following planning applications:

- a. [DC/23/3344/TCA | Fell Birch in driveway because it has been poorly pruned in the past. Reduce height of 2 Willows in back garden by 4m. Reduce crown of Beech by 1m. | 3 Outney Road Bungay Suffolk NR35 1DY, \[East Suffolk\]](#)

There is only a satellite image, the reduction seems reasonable. However, there is inadequate information, cannot see the trees in the back garden from the highway.

RESOLVED: To recommend refusal due to lack of information was proposed by Cllr O'Neill and seconded by Cllr Atterwill and agreed with 1 abstention

- b. [DC/23/3378/FUL | Remove and replace 6 windows and the French Doors | 61 – 63 Earsham Street Bungay Suffolk NR35 1AF](#)

This has previously been approved and the Committee could not see any difference.

RESOLVED: To recommend approval was proposed by Cllr O'Neill and seconded by Cllr Atterwill and unanimously approved.

- c. [DC/23/3480/TCA | 1no. London plane \(T1 on plan\) - Overall crown reduction to previous pruning points, removing approximately 3 metres in branch length with a finished crown height of 14 metres | 8 Trinity Street Bungay Suffolk NR35 1EH](#)

Insufficient information no photos of the tree in question.

RESOLVED: To recommend refusal due to lack of information was proposed by Cllr O'Neill and seconded by Cllr Atterwill and agreed with 1 abstention

PE&H-06-14/09/2023- Planning Decisions:

No updates.

PE&H-07-14/09/2023 – To consider an updated report on the enforcement issues that are outstanding:

- a. Possible breach of Control: Replacement windows with UPVC, 49 Staithe Road: This has now been logged by East Suffolk Council.

PE&H-08-14/09/2023 – To receive a verbale update on Annis Hill and receive any recommendations:

- a. To discuss correspondence received for Annis Hill Garages: There is a notice up, stating the area will close on 25/9/2023 and all vehicles will need to be removed.
- b. To discuss tree encroachment over Annis Hill access path: There is an overhanging dense tree that will need to be removed. It was agreed that this would have to be reduced, it will be half a day's work and with help from some volunteers will cost approximately £70 plus the hire of the chipper. Maximum budget agreed £300

RESOLVED: The Committee nominated £300 for cutting back of the foliage, which was proposed by Cllr Lodge and seconded by Cllr O'Neill and unanimously approved.

The Clerk agreed to send a letter to the resident if supplied with the address.

RESOLVED: Clerk to write to owner of the tree was proposed by Cllr Lodge and seconded by Cllr O'Neill. Unanimously approved.

Update from Annis Hill project:

The meadow has been mown and a quote to be obtained for the costs linked to the access path and the parking area. Karen asked for the committee's view on the date for the Grand Opening day.

RESOLVED: To agree the 6th of May 2024, bank holiday Monday for the Grand opening was proposed by Karen Lodge and seconded by Cllr Lodge and unanimously approved.

The Committee agreed that the Town Council would look to set up a booking system, for bookings of the Annis Hill Site. Town council would receive the bookings and then check with Annis Hill Group to approve the booking. This would not be an exclusive booking, as the site is open to the public at all times.

Karen agreed to talk to Cllr Betts about a leaflet design for the site and research information boards with Ann Westover.

Correspondence received about the Laurels being planted on Annis Hill Land. Clerk has written to them saying this would not be permitted. The committee agreed that hedges need to be native and if resident was willing to water then the volunteers may plant some native hedging.

PE&H-09-14/09/2023 – To consider land management issues:

- a. Beccles Road Drains – Bungay Tin River: There is a constant problem with flooding. Sewage comes up over the drain covers. SCC have cleaned a nearby surface water drain and the water now drains into the ditch in the adjacent field and then the Tin River. Environment Agency is managing the Tin River, Anglian Water manages the sewage.

RESOLVED: To write a letter raising the Council’s concerns to the Environment Agency was proposed by Cllr Lodge and seconded by Cllr O’Neill and unanimously approved.

There was also a conversation regarding the trees by the Riverside Centre: The Clerk reported that there is a Poplar tree with three large branches, this have been reported as dangerous to the building. The plant machinery cannot get to the trees without going over the roof of the Riverside Centre. **Clerk is using her emergency powers to go ahead with the works which could be in the region of £3000.** The Town Council will try and get money back from the owners of the trees; if necessary, speak to solicitors to move this forward.

PE&H-10-14/09/2023- To consider update on traffic, transport, and Highways issues in the Town:

- a. To receive an update on the lorry watch and speed watch:
- b. To receive data from SIDS.

It was agreed to move both items 10 (a) and (b) to the next meeting agenda.

PE&H-11-14/09/2023- To note and respond to any correspondence:

- a. Anglian Water 02 pr19 executive summary: No reply needed.
- b. CCTV Sign: this is going to CAS to discuss CCTV across the Town.
- c. Boundary issue Hillside Road East and Eccleston Close: There was an agreement for the Town Council not to get involved.
- d. Restricted Parking Sign: This has been confirmed that this has gone up, a little lower than the other one. Councillors will keep an eye on it.

PE&H -12- 14/09/2023 Date of next meeting:

Date of next meeting: Thursday 12th October 2023.

Actions	Who	By When
Purchase Thermal Imaging camera	Clerk/ Cllr. Hindes	July onwards

Signed by Chair

Date