



**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  
14<sup>th</sup> December 2023, at 7.00 pm at the Riverside Centre, The Staithe, Bungay NR35 1BF.**

**Members in Attendance:**

Cllr Atterwill, Cllr Hindes, Cllr Lodge (Chair), Cllr O'Neill (arrived late), and Cllr Severyn (attending via zoom). Also, present Roz Barnett (Town Clerk), Tina Newby (Minute and Communications Clerk).

**PE&H-01 - 14/12/2023 Apologies for Absence:**

Apologies were recorded from Karen Lodge and Cllr Pearmain.

**PE&H-02 - 14/12/2023 Declaration of Interest & Requests for Dispensations:**

A pecuniary interest was declared in 10c, Cllr Hindes.

**PE&H-03-14/12/2023 To approve the minutes outstanding: 9<sup>th</sup> November 2023**

**RESOLVED: to approve the minutes from 9<sup>th</sup> November 2023, proposed by Cllr Hindes and seconded by Cllr Atterwill. Unanimously approved.**

**PE&H-04 - 14/12/2023 Public Forum:**

No public were present.

**PE&H-05 – 14/12/2023 To receive a verbal update on Annis Hill and receive any recommendations:**

Cllr Lodge reported the following:

There are still two outstanding items; the mowing and the dog bins were agreed in March 2023, and the signage was agreed on 10<sup>th</sup> August 2023. **Action Clerk** to chase these up.

The tree planting has been postponed due to the frost. Planned to plant in early January 2024.

**PE&H-05- 14/12/2023 Planning Applications:** To consider the following planning applications:

<b>a</b>	<p><a href="#">BA/2023/0430/TCAA</a>   T1: Bean Tree - light prune. T2: Mulberry - remove. T3: Sycamore - re-pollard 4 year growth. T3a: Ginko - remove broken stem. T4: Lime - fell. T5: Alder - fell. T6: Sycamore - remove extended limb. T7: Sycamore - remove secondary stem. T8: Field maple - re-pollard. T9: Willow - re-coppice. T10: Willow x2 - pollard. T11: Ash (has dieback) - remove lower limbs x2. T12: Willow - coppice. T13: Willow - coppice. T14: Willow - coppice (see photos). T15: Willow - coppice. T16: Willow - pollard. T17: Willow - pollard. T18: Willow - pollard. T19: Willow - coppice. T20: Willow - remove lower limb. T21: Willow - coppice. T22: Willow - coppice. T23: Willow - coppice. T24: Willow - coppice. T25: Willow - coppice. T26: Willow - pollard. T27: Willow - pollard.   <a href="#">Bridge House 34 Bridge Street Bungay Suffolk NR35 1HD</a></p> <p>Check before pollarding and felling that the trees need this!</p> <p><b>RESOLVED: To recommend approval. Proposed by Cllr Hindes and seconded by Cllr Atterwill.</b></p> <p>Cllr O'Neill arrived for the meeting.</p>
<b>b</b>	<p><a href="#">BA/2023/0447/TCAA</a>   T1: Whitebeam - height reduction from 5m to 3m, crown spread reduction from 4m to 2m.   <a href="#">38 Bridge Street Bungay Suffolk NR35 1HD (broads-authority.gov.uk)</a></p> <p><b>RESOLVED: To recommend approval. Proposed by Cllr Hindes and seconded by Cllr Atterwill.</b></p>
<b>c</b>	<p><a href="#">DC/23/3266/FUL</a>   <a href="#">Part Retrospective - Refurbishment and conversion of The Kings Hotel into 11 Apartment Hotel suites and The Odd Fellows Hall into 3 houses   Kings Head Hotel 2 Market Place Bungay Suffolk NR35 1AW</a></p> <p>There was a long discussion:</p> <p>While the Town Council welcome the investment in this important building,</p> <p>Bungay Town Council recommend refusal of the application as there are some serious concerns about the proposed development.</p>

Signed by Chair

Date

Bungay Neighbourhood Plan States:

109. There is a risk that historic buildings will fall into disrepair if they are not in use, and the King's Head (grade II listed) is an example of this. The King's Head is within the town centre and identified as primary shopping frontage in the Waveney Local Plan policies map. Waveney Local Plan policies WLP8.18 and WLP8.19 set out what uses are supported in these locations, and this should be a starting point for determining change of use applications for the King's Head. The hotel will be a particular asset for tourism.

Planning Policy CH2. The King's Head

Proposals that will result in the Kings Head being retained in hotel use will be supported. Proposals that will result in the change of use of the King's Head from a hotel will be supported provided that the following criteria are met:

- a. It retains an active frontage at ground floor level for community use or visitor attractions such as a café, restaurant, shop, or public exhibition;
- b. Any proposed offices or residential uses are at first floor and above only; and
- c. It has been adequately and appropriately marketed for hotel use for not less than 12 months.

The Council have concerns about the adequacy of parking provision and the allocation of bike racks and EV Chargers. The Council would ask that an assessment be done of the works on the archaeology and structure of the Bungay Castle site. The increased traffic coming out on Market Place could be a hazard and this would need to be assessed by Highways.

**RESOLVED: To recommend objection on the above Waveney Local Plan policies WLP8.18 and WLP8.19 and Bungay Neighbourhood plan. Proposed by Cllr Severyn and seconded by Cllr O'Neill. Unanimously agreed.**

No late applications to consider.

#### PE&H-06-14/12/2023- Planning Decisions:

The above decisions were noted.

The enforcement issues for Beccles Road gate were discussed. **Action Cllr Lodge** to write a letter reporting the issue to highways and to Debby Wicks.

#### PE&H-07-14/12/2023 – To review Annual Action Plan priorities 24/25 and suggest reductions to budget and project spend.:

Allotments: Some of the budget will not be spent.

Incorporate Annis Hill Green into 'open space management'.

The ANPR will not be going ahead.

Line 98 Tree Survey and Works to be reduced to £1,500.

Cllr Severyn left the zoom meeting.

Seek funding for all other projects. **Action Cllr Lodge** to look into the costings paid by D Ritchie.

#### PE&H-08-14/12/2023 – To consider update on traffic, transport, and Highways issues in the Town:

- a) Traffic Working Group 07/11/23. Guy to re-work the supporting activities. UKSPF could fund some of the project.
- b) To consider recommendation from the Traffic Working Group; discussed above.
- c) To discuss the extensions of the speed limit to 30mph on Annis Hill; discussed above.
- d) Routing of works traffic into Barsham Site; there are concerns. **Action Cllr Lodge** has already written to District Cllr Hammond and has received a response.

#### PE&H-09-14/12/2023 – To receive a verbal update on the tree works behind the Riverside:

Signed by Chair

Date

The landowner initially agreed, but now will not pay for the tree works to be done. Bungay Town Council made a judgement call on the health and safety of the trees. **Action Clerk** to write to him one more time, suggest the following: 1. He is happy to pay, 2. Mutual Agreement – access to area. 3. BTC to pay and claim the fees from him. [Item 2 was rejected for the time being; this needs clarifying at the next meeting.]

**PE&H-10-14/12/2023- To consider land management issues:**

Beccles Road Drains – Bungay Tin River: The drains are Ok at the moment.

- a) To receive a report on the current flooding. A WhatsApp group has been set up now.
- b) Allotment Plot Rates for 2024-2025. There will be an increase from 23p m<sup>2</sup> to 24p m<sup>2</sup>.
- c) Rural Development and Healthy Environments poster: Noted

**PE&H- 11- 14/12/2023 To note and respond to any correspondence:**

- a) BTC Support for Climate and Ecology Bill: Not doing this.
- b) Flood Risk, discussed above.
- c) Promotion of Slow Project: National lottery funded programme. Project to encourage to use footpaths and report on the findings. **Action Clerk** to promote this project.
- d) Community Speed Watch Article: noted.
- e) Tree felled in St Mary's Terrace: noted.
- f) Energy Project: Difficult for Town Council to contribute.
- g) Blocked Access: **Action Cllr Lodge** to follow up on this with SCC.
- h) Flixton Road B1062: for information
- i) Draft Healthy Environments and Draft Rural Development: for information.
- j) Monitoring: for information.
- k) Saved search results and Tracked Applications.
- l) DC232731 5 Beccles Road erection of gate: discussed.
- m) Waveney Road Garages: noted.

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

Meeting closed 9.02pm.

**Date of next meeting: Thursday 11<sup>th</sup> January 2024**