



BUNGAY TOWN COUNCIL



Minutes of the Planning, Environment & Highways Committee Meeting held on Thursday 12th August 2021 at 7.00 p.m. in the Riverside Centre, The Staithe, Bungay and streamed online via Zoom.

Members:

Cllr. K Lodge (KL) – Chair, Cllr. R. Marshall (RM) – Deputy Chair

Cllr. F. Betts (FB), Cllr. A. Dawes (AD), Cllr. G. Halliwell (GH), Cllr. L. Harnden (LH), Cllr. D. O’Neill (DO’N), Cllr. L. Richardson

Also present at the physical meeting - J. Burton (JB) Town Clerk and 5 members of the public.

PE&H-034 2021/2022	<p>Apologies for Absence: To receive any apologies for absence.</p> <p>Apologies were received from GH, LH, DO’N and LR – Noted.</p>						
PE&H-035 2021/2022	<p>Declarations 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.</p> <p>No pecuniary or non-pecuniary interests were declared by Councillors - Noted.</p>						
PE&H-036 2021/2022	<p>Public Forum:</p> <p>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 may not take part in the Committee meeting itself.</p> <p>Three of the members of the public present at the meeting were members of the SOS group which has been formed to address traffic and parking issues in Bungay. A representative of the SOS group said that they were currently looking at setting up Speed Watch Scheme in the Town and plan to look at HGV traffic, general traffic noise and car parking at a later date. They are also looking at obtaining funding and will contact JB in respect of issuing a Press Release aimed at attracting new members - Noted.</p> <p>A resident spoke about the wooden posts that have recently been installed around the ‘Staithe triangle’ green space which is being transferred from East Suffolk Council to Bungay Town Council. The resident was concerned on safety grounds about the visibility of the posts and believes reflectors should be put on the posts to make them more visible. KL explained that this will need to be taken to another meeting. – Noted.</p>						
PE&H-037 2021/2022	<p>To approve the minutes outstanding - for consideration:</p> <p>To approve the minutes of the Planning, Environment & Highways Committee Meeting 22nd July 2021.</p> <p>It was proposed by FB, seconded by AD, and RESOLVED, to approve the minutes of the Planning, Environment & Highways Committee Meeting 22nd July 2021 with no amendments and these were signed by the Chair (KL).</p> <table border="1" data-bbox="272 1933 515 2045"> <tr> <td>For</td> <td>4</td> </tr> <tr> <td>Against</td> <td>0</td> </tr> <tr> <td>Abstain</td> <td>0</td> </tr> </table>	For	4	Against	0	Abstain	0
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PE&H-038 2021/2022	Planning Applications: To consider the following planning applications:		
	DC/21/3462/TCA	1 Laburnum Road Bungay NR35 1BL	1 x large Holly, pruned into an 'Acorn shape' - Lift canopy to height of 2.2m, trim upper canopy to retain the shape and avoid regrowth touching power lines. Reason: At present the canopy is too low for pedestrians to walk underneath it, causing them to step off the pavement onto the narrow road.
	DC/21/3425/LBC	8A Broad Street Bungay Suffolk NR35 1EE	Listed Building Consent - Various alterations to bring the building back to its original fabric
	DC/21/3424/FUL	8A Broad Street Bungay Suffolk NR35 1EE	Various alterations to bring the building back to its original fabric
	DC/21/3630/LBC	8 Earsham Street Bungay NR35 1AG	Change of use of 8 Earsham Street, Bungay from offices B1 to residential C3
	DC/21/3629/FUL	8 Earsham Street Bungay Suffolk NR35 1AG	Change of use of 8 Earsham Street, Bungay from offices B1 to residential C3
	DC/21/3673/TCA	39 Southend Road Bungay Suffolk NR35 1DN	Rear garden 1 x Leylandii - Fell to ground level Reason: bocks access to rest of garden and obstructs the erection of a fence with neighbours.
	DC/21/3596/FUL	1 Laburnum Road Bungay Suffolk NR35 1BL	Front of house: remove render and restore brickwork. If it cannot be restored to re-render with lime render to help reduce damp problems internally. Remove the uPVC bay window replace with flat timber sash windows. First floor: lift the level of the bedroom window to repair original decorative brickwork, remove uPVC window replace with timber window to match others in the terrace. To replace the uPVC arched window with timber window. Outside: remove rockery and replace with flowerbed. Side of house: Install one window to ground floor to bring light to new kitchen. Rear of house: remove bay to ground floor, install flat french doors with side lights. Replace rear door to lobby with similar. It may be necessary to replace some windows to rear, like for like if uPVC windows cannot be repaired. Remove approx 35cms render where it has been taken to ground level.
DC/21/3620/FUL	5 Flixton Road Bungay Suffolk NR35 1HQ	Replacement/extension of current outbuilding to create a home office as well as replacement windows on the	



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			main dwelling as described in D&A statement
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DC/21/3462/TCA – 1 Laburnum Road Bungay NR35 1BL - 1 x large Holly, pruned into an 'Acorn shape'
 - Lift canopy to height of 2.2m, trim upper canopy to retain the shape and avoid regrowth touching power lines. Reason: At present the canopy is too low for pedestrians to walk underneath it, causing them to step off the pavement onto the narrow road.

It was proposed by FB, seconded by KL, and unanimously RESOLVED that these plans are recommended for APPROVAL with the following comments:

We note that the photos and sketch were not included in the documentation received. Councillors had therefore visited the site to observe.

For	4
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DC/21/3425/LBC - 8A Broad Street Bungay Suffolk NR35 1EE - Listed Building Consent - Various alterations to bring the building back to its original fabric

It was proposed by FB, seconded by RM, and unanimously RESOLVED that these plans are recommended for APPROVAL with no further comments.

For	4
Against	0
Abstain	0

DC/21/3424/FUL - 8A Broad Street Bungay Suffolk NR35 1EE - Various alterations to bring the building back to its original fabric

It was proposed by FB, seconded by RM, and unanimously RESOLVED that these plans are recommended for APPROVAL with no further comments.

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Against	0
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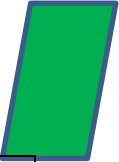
DC/21/3630/LBC - 8 Earsham Street Bungay NR35 1AG - Change of use of 8 Earsham Street, Bungay from offices B1 to residential C3

It was proposed by AD, seconded by FB, and unanimously RESOLVED that these plans are recommended for APPROVAL with no further comments.

For	4
Against	0
Abstain	0

DC/21/3629/FUL - 8 Earsham Street Bungay NR35 1AG - Change of use of 8 Earsham Street, Bungay from offices B1 to residential C3

It was proposed by AD, seconded by FB, and unanimously RESOLVED that these plans are recommended for APPROVAL with no further comments.



For	4
Against	0
Abstain	0

DC/21/3673/TCA - 39 Southend Road Bungay Suffolk NR35 1DN - Rear garden 1 x Leylandii - Fell to ground level Reason: bocks access to rest of garden and obstructs the erection of a fence with neighbours.

It was proposed by AD, seconded by FR, and unanimously RESOLVED that these plans are recommended for APPROVAL with the comment that no other documentation was forwarded in respect of this application.

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DC/21/3596/FUL - 1 Laburnum Road Bungay Suffolk NR35 1BL - Front of house: remove render and restore brickwork. If it cannot be restored to re-render with lime render to help reduce damp problems internally. Remove the uPVC bay window replace with flat timber sash windows. First floor: lift the level of the bedroom window to repair original decorative brickwork, remove uPVC window replace with timber window to match others in the terrace. To replace the uPVC arched window with timber window. Outside: remove rockery and replace with flowerbed. Side of house: Install one window to ground floor to bring light to new kitchen. Rear of house: remove bay to ground floor, install flat french doors with side lights. Replace rear door to lobby with similar. It may be necessary to replace some windows to rear, like for like if uPVC windows cannot be repaired. Remove approx 35cms render where it has been taken to ground level.

It was proposed by AD, seconded by RM, and unanimously RESOLVED that these plans are recommended for APPROVAL with no further comments.

For	4
Against	0
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DC/21/3620/FUL - 5 Flixton Road Bungay Suffolk NR35 1HQ - Replacement/extension of current outbuilding to create a home office as well as replacement windows on the main dwelling as described in D&A statement

It was proposed by RM, seconded by AD, and unanimously RESOLVED that these plans are recommended for APPROVAL with the comment that the neighbouring wall should be put back like for like.

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PE&H-039
2021/2022

The Broads Authority Consultation on a draft Marketing and Viability Guide – For Consideration.

It was proposed by KL, seconded by RM, and unanimously RESOLVED that Bungay Town Council submit no comments on this Consultation.

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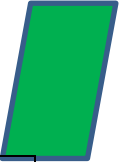
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PE&H-040 2021/2022	<p>Gambling Act 2005 Consultation on a revised statement of principles – For Consideration</p> <p>It was proposed by KL, seconded by RM, and unanimously RESOLVED that Bungay Town Council submit no comments on this Consultation.</p> <table border="1"> <tr> <td>For</td> <td>4</td> </tr> <tr> <td>Against</td> <td>0</td> </tr> <tr> <td>Abstain</td> <td>0</td> </tr> </table>	For	4	Against	0	Abstain	0
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PE&H-041 2021/2022	<p>Nature First Small Grants Scheme application – For Consideration</p> <p>It was agreed that Councillors would look for initiatives to enable an application to be submitted for this funding in either the Phase 3 or Phase 4 Stage which opens from 11th January 2022. – Noted.</p>						
PE&H-042 2021/2022	<p>Speed Indicator Devices:</p> <ol style="list-style-type: none"> Analysis of Bridge Street Data – For Information. Analysis of Upper Olland Street Data – For Information. Solar powered SID's – For Consideration. <p>The analysis of the information taken from the SID's placed at Bridge Street & Upper Olland Street had been provided to each Councillor prior to the meeting. It was noted that the Police only prosecute speeds over 35MPH. In Bridge Street this equated to 2% and Upper Olland Street 3% of traffic – Noted.</p> <p>JB to check if it is scheduled that a SID be placed on Upper Olland Street for inward Traffic.</p> <p>It was proposed by KL, seconded by AD, and unanimously RESOLVED that JB approach Suffolk & District Councillor Judy Cloke and District Councillor David Ritchie to ask if funding would be available from them for the existing 2 SID's to be adapted for Solar Power.</p> <table border="1"> <tr> <td>For</td> <td>4</td> </tr> <tr> <td>Against</td> <td>0</td> </tr> <tr> <td>Abstain</td> <td>0</td> </tr> </table>	For	4	Against	0	Abstain	0
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PE&H-043 2021/2022	<p>Bus Stop issues around the Town – For Consideration</p> <p>It was proposed by KL, seconded by AD, and unanimously RESOLVED that JB send the paper submitted (together with photographs) to the Town Council from a resident regarding the Bus Stops in Bungay to Suffolk County Council with a copy to County Councillor Judy Cloke.</p> <table border="1"> <tr> <td>For</td> <td>4</td> </tr> <tr> <td>Against</td> <td>0</td> </tr> <tr> <td>Abstain</td> <td>0</td> </tr> </table>	For	4	Against	0	Abstain	0
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PE&H-044 2021/2022	<p>TRO's / Traffic Survey – For Consideration.</p> <p>It was proposed by AD, seconded by FB, and unanimously RESOLVED that in principle the Committee Members support Suffolk County Councillor Judy Cloke in investigating putting more Traffic Regulation Orders (TRO's) in the Town Centre however we would need precise details on what is being proposed and costings and any final agreement would need to come via a full Town</p>						



	<p>Council Meeting.</p> <table border="1" data-bbox="272 248 513 360"> <tr><td>For</td><td>4</td></tr> <tr><td>Against</td><td>0</td></tr> <tr><td>Abstain</td><td>0</td></tr> </table> <p>It was proposed by AD, seconded by FB, and unanimously RESOLVED that Bungay Town Council supports Suffolk County Councillor Judy Cloke in commissioning a Traffic Survey in Bungay from her SCC Highways Budget.</p> <table border="1" data-bbox="272 539 513 651"> <tr><td>For</td><td>4</td></tr> <tr><td>Against</td><td>0</td></tr> <tr><td>Abstain</td><td>0</td></tr> </table>	For	4	Against	0	Abstain	0	For	4	Against	0	Abstain	0
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<p>PE&H-045 2021/2022</p>	<p>SCC Community Self Help Scheme – For Consideration</p> <p>It was proposed by RM, seconded by KL, and unanimously RESOLVED that JB contacts Suffolk County Council for further details of this scheme.</p> <table border="1" data-bbox="272 869 513 981"> <tr><td>For</td><td>4</td></tr> <tr><td>Against</td><td>0</td></tr> <tr><td>Abstain</td><td>0</td></tr> </table>	For	4	Against	0	Abstain	0						
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<p>PE&H-046 2021/2022</p>	<p>SCC Supplementary Stage 4 Safety Audit – For Consideration.</p> <p>It was proposed by KL, seconded by AD, and unanimously RESOLVED that Committee Members send examples of traffic and parking problems by 31st August and JB sends a dossier of these issues to the Highways Department of Council Suffolk County, with a copy to County Councillor Judy Cloke, including the items included in the SCC Stage 4 Safety Audit.</p> <table border="1" data-bbox="272 1267 513 1379"> <tr><td>For</td><td>4</td></tr> <tr><td>Against</td><td>0</td></tr> <tr><td>Abstain</td><td>0</td></tr> </table>	For	4	Against	0	Abstain	0						
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<p>PE&H-047 2021/2022</p>	<p>SCC Highway Maintenance Plan – May 2021 – For Information.</p> <p>This Maintenance Plan had been distributed to all Town Councillors prior to the meeting and it was noted at the meeting that there was no mention in this report of footpaths and rights of way.</p>												
<p>PE&H-048 2021/2022</p>	<p>Bungay Town Council Internal Report on conditions of Roads and Pavements – For Information.</p> <p>It was proposed by KL, seconded by AD, and unanimously RESOLVED that the Assistant Clerk, Eddie Rosier, be thanked for compiling such a comprehensive report, which included 104 road and pavement defects, and these defects have all subsequently been submitted to Suffolk County Council.</p> <table border="1" data-bbox="272 1845 513 1957"> <tr><td>For</td><td>4</td></tr> <tr><td>Against</td><td>0</td></tr> <tr><td>Abstain</td><td>0</td></tr> </table>	For	4	Against	0	Abstain	0						
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<p>PE&H-049 2021/2022</p>	<p>Residents’ correspondence:</p> <p>a. Parking Charges – For Information.</p>												



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	<p>b. Speeding Traffic – For Information c. Flixton Road traffic noise – For Information</p> <p>The correspondence from 2 residents and Broome Parish Council had previously been circulated to all Town Councillors and was also read out at the meeting – Noted.</p>
PE&H-050 2021/2022	Date of next meeting: 9th September 2021 – For Information

The meeting closed at 8.35 p.m.

Minutes Dated: 13th August 2021.

Jeremy Burton
Clerk to Bungay Town Council,
1a, Broad Street
NR35 1EE
clerk@bungaytowncouncil.gov.uk

Signed _____

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Date _____