



BUNGAY TOWN COUNCIL



Minutes of the Planning, Environment & Highways Committee Meeting held on Thursday 5th March 2020 at 7.00 p.m. in the Riverside Centre, The Staithe, Bungay. NR35 1EE.

Members:

Cllr. R. Marshall (RM) Chair Cllr. S. Collins (SC) Cllr. K Lodge (KL) Cllr. L. Richardson (LR) Vice Chair
Cllr. G. Bradley - (GB) Cllr. L. Harnden (LH) Cllr. D. O'Neill (DO'N) Cllr. S. Thompson (ST)

Also present : Jeremy Burton (JB) Clerk and 1 member of the public.

PE&H-115 **Apologies for Absence:** To receive any apologies for absence.

2019/2020

It was proposed by DO'N, seconded by KL and unanimously RESOLVED to note the apologies of LH (holiday), GB (unwell), LR (work) and ST (unwell).

PE&H-116 **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.

2019/2020

All Town Councillors present declared a non-pecuniary interest in Agenda Item PE&H-116 2019/2020 application numbers DC/20/0473/FUL & DC/20/0474/LBC for 12 Broad Street Bungay Suffolk NR35 1EW for 1 no. CCTV camera & 1 no. transmitter receiver together with associated cabling which are Bungay Town Council Planning Applications. – **Noted.**

DO'N declared a non-pecuniary interest in Agenda Item PE&H-119 2019/2020 application numbers DC/20/0702/TPO & DC/20/0703/TCA for 21 Trinity Street Bungay Suffolk NR35 1EH for TPO 185A rear garden T10 Cupressus leylandii - Fell to ground level & Reduce Cupressus Leylandii trees to hedge height approx. 10ft. currently suppressing Monterey Pine as a near neighbour to his own property. – **Noted.**

DO'N declared a non-pecuniary interest in Agenda Item PE&H-119 2019/2020 application numbers DC/20/0473/FUL & DC/20/0474/LBC for 12 Broad Street Bungay Suffolk NR35 1EW Application for change of use from A2 to A3 as his family has a catering business in the Town. – **Noted.**

PE&H-117 **Public Forum:**

2019/2020

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 Chairman, for no more than 15 minutes. Members of the public may not take part in the Committee meeting itself.

The member of the public present at the meeting spoke about Agenda Item PE&H-119 2019/2020 application number DC/20/0411/FUL, Land Between 9 And 13 Nethergate Street Bungay Suffolk. Concerns regarding this application included that the application incorrectly stated that they was previous permission granted for this plot, the mention of 2 previous dwellings on this plot that had been demolished over 40 years ago, size of the proposed dwelling too large, height of the roof too high, windows overlook house opposite, reduction of light for neighbouring property.

PE&H-118 **To approve the minutes outstanding:**

2019/2020

To approve the minutes of the Planning, Environment & Highways Committee Meeting – 6th February 2020.

It was proposed by KL, seconded by SC, and unanimously RESOLVED to approve the minutes of the Planning, Environment & Highways Committee Meeting held on 6th February 2020 with no alterations and these minutes were signed by the Chair (RM).

PE&H-119 **Planning Applications:**

2019/2020

To consider the following planning applications:

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Signed _____

Date _____



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DC/20/0411/FUL	Land Between 9 And 13 Nethergate Street Bungay Suffolk	To build 1 no residential dwelling and the demolition of existing double garage. To drop kerb on Nethergate street.
DC/20/0473/FUL	12 Broad Street Bungay Suffolk NR35 1EW	Application for change of use from A2 to A3.
DC/20/0474/LBC	12 Broad Street Bungay Suffolk NR35 1EW	Listed building application for (1) change of use from A2 to A3; (2) Remove stud wall including doorway (see proposed removal layout plan); (3) Insert opening to create doorway in 2nd stud wall (see work to be added plan) (4) A door to be added into stud wall to create cupboard; (5) A cold water pipe to be extended from existing internal pipe (see additional water/waste water plan); (6) Install sump pump to remove wastewater, fitted to direct water in suspended floor; (7) external sign MAX 214 cm X 55 cm above door and 36 cm X 30 cm to left of the door (see elevation plans).
DC/20/0479/ADN	Waveney Valley Pool St Johns Hill Bungay Suffolk NR35 1PH	Non-Illuminated Advertisement Consent - New signage to front aspect and building entrance with additional signage to site entrance.
DC/20/0647/FUL	21 Wingfield Street Bungay Suffolk NR35 1EZ	Two storey extension to rear/side
DC/20/0702/TPO	The Garden House 21 Trinity Street Bungay Suffolk NR35 1EH	TPO 185A rear garden T10 Cupressus leylandii - Fell to ground level Reason: damaged by storm, one sided and overhang neighbouring property
DC/20/0703/TCA	21 Trinity Street Bungay Suffolk NR35 1EH	Reduce Cupressus Leylandii trees to hedge height approx. 10ft. currently suppressing Monterey Pine.
DC/20/0771/FUL	6 Earsham Street Bungay Suffolk NR35 1AG	1 no. CCTV camera & 1 no. transmitter receiver together with associated cabling
DC/20/0772/LBC	6 Earsham Street Bungay Suffolk NR35 1AG	Listed Building Consent - 1 no. CCTV camera & 1 no. transmitter receiver together with associated cabling
FUL/2019/0059	Earsham Quarry Plant Site, land off Bath Hills Road, Earsham. Bungay	Variation of conditions 1 and 13 of permission reference C/7/2017/7014 to allow use of plant site and conveyor to continue until 1 March 2025 and restoration by 1 March 2026, and revisions to the restoration scheme for the extraction site:

DC/20/0411/FUL - Land Between 9 And 13 Nethergate Street Bungay Suffolk - To build 1 no residential dwelling and the demolition of existing double garage. To drop kerb on Nethergate street

Signed _____

2
Date _____



It was proposed by SC, seconded by DO'N, and unanimously RESOLVED that these plans are recommended for REFUSAL with the following comments.

The committee members agreed with the concerns made by the member of public at the meeting regarding *that the application incorrectly stated that they was previous permission granted for this plot, the mention of 2 previous dwellings on this plot that had been demolished over 40 years ago, size of the proposed dwelling too large, height of the roof too high, windows overlook house opposite, reduction of light for neighbouring property.*

A previous application similar to this had been refused due to overdevelopment of the site. The proposed dwelling does not match the existing street scene.

The proposed dwelling is overly large and inappropriate in size in relation to the plot and the scale of the dwelling has a dominating and overbearing presence over adjacent cottages in the street.

There was also agreement with the Suffolk Highways Authority comments that there is not enough splay to allow access to the property and that foul water run off could cause problems along the road.

DC/20/0473/FUL - 12 Broad Street Bungay Suffolk NR35 1EW - DC/20/0191/FUL - Application for change of use from A2 to A3.

It is recorded that DO'N abstained from voting on this application.

It was proposed by RM, seconded by SC, and RESOLVED that these plans are recommended for APPROVAL with comments that the Committee members could find no technical reason to recommend refusal however it was noted that there is already enough A3 provision in the Town and that it is a shame if another business service premises in the Town Centre is lost

DC/20/0474/LBC - 12 Broad Street Bungay Suffolk NR35 1EW - Listed building application for (1) change of use from A2 to A3; (2) Remove stud wall including doorway (see proposed removal layout plan); (3) Insert opening to create doorway in 2nd stud wall (see work to be added plan) (4) A door to be added into stud wall to create cupboard; (5) A cold water pipe to be extended from existing internal pipe (see additional water/waste water plan); (6) Install sump pump to remove wastewater, fitted to direct water in suspended floor; (7) external sign MAX 214 cm X 55 cm above door and 36 cm X 30 cm to left of the door (see elevation plans).

It is recorded that DO'N abstained from voting on this application.

It was proposed by RM, seconded by SC, and RESOLVED that these plans are recommended for APPROVAL with comments that the Committee members could find no technical reason to recommend refusal however it was noted that there is already enough A3 provision in the Town and that it is a shame if another business service premises in the Town Centre is lost

DC/20/0479/AND - Waveney Valley Pool St Johns Hill Bungay Suffolk NR35 1PH - Non-Illuminated Advertisement Consent - New signage to front aspect and building entrance with additional signage to site entrance.

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

DC/20/0647/FUL - 21 Wingfield Street Bungay Suffolk NR35 1EZ - Two storey extension to rear/side.

It was proposed by SC, seconded by KL, and unanimously RESOLVED that these plans are recommended for REFUSAL with the comments that the plans / drawings are not consistent and there is insufficient information to assess the application fully.

DC/20/0702/TPO - The Garden House 21 Trinity Street Bungay Suffolk NR35 1EH - TPO 185A rear garden - T10 Cupressus leylandii - Fell to ground level. Reason: damaged by storm, one sided and overhang neighbouring property



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It was proposed by RM, seconded by SC, and unanimously RESOLVED that these plans are recommended for APPROVAL with the comment that care needs to be taken with any work on trees during the bird nesting season.

DC/20/0703/TCA - 21 Trinity Street Bungay Suffolk NR35 1EH - Reduce Cupressus Leylandii trees to hedge height approx. 10ft. currently suppressing Monterey Pine.

It was proposed by RM, seconded by SC, and unanimously RESOLVED that these plans are recommended for APPROVAL with the comment that care needs to be taken with any work on trees during the bird nesting season.

DC/20/0771/FUL - 6 Earsham Street Bungay Suffolk NR35 1AG - 1 no. CCTV camera & 1 no. transmitter receiver together with associated cabling.

It was proposed by SC, seconded by KL, and unanimously RESOLVED that these plans are recommended for APPROVAL with no comments

DC/20/0772/LBC - 6 Earsham Street Bungay Suffolk NR35 1AG - Listed Building Consent - 1 no. CCTV camera & 1 no. transmitter receiver together with associated cabling.

It was proposed by SC, seconded by KL, and unanimously RESOLVED that these plans are recommended for APPROVAL with no comments

FUL/2019/0059 - Earsham Quarry Plant Site, land off Bath Hills Road, Earsham. Bungay - Variation of conditions 1 and 13 of permission reference C/7/2017/7014 to allow use of plant site and conveyor to continue until 1 March 2025 and restoration by 1 March 2026, and revisions to the restoration scheme for the extraction site:

There were no objections to this application however it was asked that no commercial traffic from this site goes onto the B1062 and instead uses the A143. – Noted.

PE&H-120
2019/2020

Correspondence – For consideration:

- Standing down of Bus co-ordinator.

It was proposed by DO’N, seconded by KL, and unanimously RESOLVED that JB write to Mr Abbey thanking him for the work he has done as Bus co-ordinator for the Town over many years and ii particular regarding the timetable and to offer to pay for reasonable costs for the expenses that he has occurred.

- Request for SID in Bridge Street.

It was proposed by SC, seconded by KL, and unanimously RESOLVED that one of THE Town Council’s SID’s is used along Bridge Street if a suitable location can be found.

PE&H-121
2019/2020

Tourism Working Group – People and Places report - For consideration.

The Tourism Working Group has recently reformed and a recent meeting of new members was held. The Draft People & Places report produced by the Tourism Working Group was discussed with no amendment’s suggested. A meeting now needs to take place between the Tourism Working Group & BEBA Members involving Chris Wade from People & Places. JB to request the Halesworth People & Places proposal and KL to ask the Halesworth group working on a Town Image if a representative from Bungay can attend the next meeting.

KL has seen a draft of the ESTA tourist leaflet, to which Bungay Town Council contributed, and reported that these should be ready for circulation at the end of March. On 4th April at Lowestoft Railway Station there is a Tourist Event where leaflets can be given out and a display board made highlighting Bungay as a Tourist destination– **Noted.**

PE&H-122
2019/2020

Bungay Town Council adopted Environment Policy - For consideration.

The Environment Policy Actions for 1st Quarter of 2020, as below, were discussed



Environment Policy Actions for 1st Quarter of 2020:

- 100% renewable energy provider for Riverside
- Energy Audit to be carried out on the Riverside Building
- Cleaning chemicals to be checked being used at Riverside Centre and Broad Street.
- Beccles, Halesworth and Southwold Councils to be contacted and engaged with in respect of public transport
- Monitor pollution levels in the Town Centre, (and around school areas) via Suffolk County Council.
- Waste Recycling
 - Put waste recycling details on BTC Website.
 - Work with Emmanuel Church who have a complete recycling programme for all waste materials.
- Establish what the carbon footprint for BTC is and how measured so improvements can be measured.
- Include Environment policy on BTC newsletter.
- Ask local Green Party if they would help with Monthly Litter Picks and obtain clear plastic bags for these litter picks so that recyclable materials can be easily separated.
- Discuss with Anglian Water their future plans and capacity of current treatment works.

<ul style="list-style-type: none"> • 100% renewable energy provider for Riverside 	Electricity supply for Riverside currently being changed to Octopus.
<ul style="list-style-type: none"> • Energy Audit to be carried out on the Riverside Building 	JB to ask where these audits come from and who can carry this out.
<ul style="list-style-type: none"> • Cleaning chemicals to be checked being used at Riverside Centre and Broad Street. 	JB to check this with Norse who are the current cleaning contractors.
<ul style="list-style-type: none"> • Beccles, Halesworth and Southwold Councils to be contacted and engaged with in respect of public transport 	This is looked at and considered by ESTA.
<ul style="list-style-type: none"> • Monitor pollution levels in the Town Centre, (and around school areas) via Suffolk County Council. 	Check whether LR has a link for this information.
<ul style="list-style-type: none"> • Waste Recycling <ul style="list-style-type: none"> ○ Put waste recycling details on BTC Website. ○ Work with Emmanuel Church who have a complete recycling programme for all waste materials. 	<p>This is currently on Bungay Town Council Website.</p> <p>RM to contact Graham Gibbs from Emmanuel Church in respect of volunteers for Working Group and send him a copy of BTC Environmental Policy.</p>
<ul style="list-style-type: none"> • Establish what the carbon footprint for BTC is and how measured so improvements can be measured. 	Work needed on this and need to use a Website to find this information.



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<ul style="list-style-type: none">• Include Environment policy on BTC newsletter.	Information was placed on BTC Spring 2020 Newsletter delivered in February.
<ul style="list-style-type: none">• Ask local Green Party if they would help with Monthly Litter Picks and obtain clear plastic bags for these litter picks so that recyclable materials can be easily separated	Agreed not to proceed on this point as litter picks open to all residents and groups. Clear plastic bags will be available for litter pick in March 2020.
<ul style="list-style-type: none">• Discuss with Anglian Water their future plans and capacity of current treatment works.	GB to speak to Anglian Water

Other points discussed to also consider:

1. An award to be given for most environmentally friendly Town Retailer
2. Speak to County Councillor David Ritchie regarding traffic & pollution problems in the Town.
3. Look at all Traffic Restriction Orders in the Town and request from Robbie Cook @ East Suffolk a map identifying all TRO's in the Town.

PE&H-123
2019/2020

Bungay Plastic's Champion – For consideration.

LR has stood down from this position and the appointment of a new Plastics Champion for the Town to be considered at the next Town Council Meeting to be held on 19th March 2020. - **Noted**

PE&H-124
2019/2020

Date of next meeting – 2nd April 2020 – For information.

The meeting closed at 8.51 pm

Minutes Dated: 6th March 2020

Jeremy Burton

Clerk to Bungay Town Council,

1a, Broad Street

NR35 1EE

clerk@bungaytowncouncil.gov.uk

Signed _____

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Date _____