

**SUDBURY TOWN COUNCIL**

**MINUTES OF THE PLANNING DEVELOPMENT AND HIGHWAYS COMMITTEE MEETING  
HELD IN THE TOWN HALL MONDAY 19<sup>TH</sup> JUNE 2023 COMMENCING AT 6.30 PM**

Committee members present: Mr N Bennett - in the chair

Ms J Carter  
Mr S Hall  
Mr A Osborne  
Mrs J Rawlinson  
Mr A Stohr  
Mr N Younger

Mr C Griffin – Town Clerk  
Mrs J Budd – Deputy Town Clerk

1. **Substitutes and Apologies**

Apologies for absence were received from Cllrs Mr P Beer and Miss A Owen.

Councillor Mrs Rawlinson was substitute for Mr Beer.

2. **Declarations of Interest**

**Ms Carter and Mr A Osborne declared that they were Babergh District Councillors. Ms Carter declared that she was a Suffolk County Councillor.**

3. **Declarations of gifts and hospitality**

There were no declarations of gifts or hospitality.

4. **Requests for dispensation**

No requests for dispensation had been received.

5. **Minutes**

**RESOLVED**

**That the minutes of the previous meeting held on the 5<sup>th</sup> June 2023 be confirmed as an accurate record and signed by the Chairman.**

6. **Actions from previous minutes**

**RESOLVED**

**No outstanding actions to report.**

## 7. Planning Applications

DC/23/02564 **Proposal:** Full planning application – Replacement of roof mounted equipment, extension of pavement area to the side of the branch and change to existing pavement finish to pedestrian area in front of the branch with new bollards. Drop kerbs on site boundary to side of the branch. Refurbishment of external seating area with relocation of existing bollards, new planters and parasols. Re-configuration of some existing car parking spaces in car park. Pedestrian walkways and crossings demarcated in car park. Creation of van parking spaces in existing service yard. Erection of staff smoking shelter to rear of branch. (Re-submission and amended scheme to DC/22/02564).

**Location:** Waitrose, Station Road, Sudbury. CO10 2SS.

**RECOMMENDED – Approve but note and support the conditions raised by Suffolk County Council highways.**

DC/23/02586 **Proposal:** Planning Application – Change of use of former offices to 1no C3 dwelling unit.

**Location:** 2 King Street, Sudbury. CO10 2EB.

**RECOMMENDED – Approve.**

DC/23/02588 **Proposal:** Full planning application – Removal of existing external signage; removal of dark blue vinyl applied on glazing internally and make good; removal of night safe and infill aperture with stonework to match existing; removal of ATM's and infill aperture with stonework to match existing; seal existing letter box internally, removal of internal counters, stud partition/glazing partition and all furniture.

**Location:** 35 Market Hill, Sudbury. CO10 2EN.

**RECOMMENDED – Approve the schedule of proposed works but note and fully support the comments made by the Sudbury Society.**

DC/23/02589 **Proposal:** Application for Listed Building Consent – Removal of existing external signage; removal of dark blue vinyl applied on glazing internally and make good; removal of night safe and infill aperture with stonework to match existing; removal of ATM's and infill aperture with stonework to match existing; seal existing letter box internally, removal of internal counters, stud partition/glazing partition and all furniture.

**Location:** 35 Market Hill, Sudbury. CO10 2EN.

**RECOMMENDED – Approve the schedule of proposed works but note and fully support the comments made by the Sudbury Society.**

DC/23/02621 **Proposal:** Full planning application – Replace existing rear window, and insertion of glazed entrance door and window to enable level disabled access.

**Location:** 47 Gainsborough Street, Sudbury. CO10 2ET.

**RECOMMENDED – Approve subject to the access being wide enough for wheelchair use and those with pushchairs etc.**

DC/23/02622 **Proposal:** Listed Building Consent – Replace existing rear window, and insertion of glazed entrance door and window to enable level disabled access.

**Location:** 47 Gainsborough Street, Sudbury. CO10 2ET.

**RECOMMENDED – Approve subject to the access being wide enough for wheelchair use and those with pushchairs etc.**

DC/23/02669 **Proposal:** Householder planning application – Construction of basement.

**Location:** 108 Waldingfield Road, Sudbury. CO10 2PY.

**RECOMMENDED – Members noted this application as they felt they were not qualified enough to comment. Would recommend that Building Control look at this proposal to ensure the safety and stability of houses adjacent. A detailed construction management plan to ensure no obstruction occurs on the highway.**

DC/23/02744 **Proposal:** Householder application – Erection of single storey rear extension and conversion of garage to additional living accommodation (following demolition of existing conservatory).

**Location:** 114 Melford Road, Sudbury. CO10 1JY.

**RECOMMENDED – Approve.**

DC/23/02773 **Proposal:** Application for prior approval for a proposed installation, alteration or replacement of other Solar Photovoltaics (PV) equipment on the roofs of non-domestic buildings – The Town and Country Planning (General Permitted Development) Order 2015 (as amended) – Schedule 2, Part 14, Class J – Installation of 272.3kw Solar PV installation comprising of 717 x Canadian Solar 380w panels on pitched roofs.

**Location:** Offices 11 – 13, Unit 3, Brundon Lane, Sudbury. CO10 7GB

**RECOMMENDED – Approve.**

## 8. National Grid

Members discussed an email from the National Grid regarding their intention to reinforce the electricity transmission network between Branford and Twinstead. Approximately 11km of the new cabling will be underground.

**RESOLVED**

**That officers find out whereabouts the cabling will be underground. This will then be discussed at the next meeting.**

9. **Parking**

A email received from a Sudbury Business was discussed. A copy is shown at minute page 366.

**RESOLVED**

**Members appreciate that this is a difficult situation, however they feel the need for additional long stay/permit spaces in short term car parks will far outweigh the actual availability.**

**That the business be advised that all the spaces are now available in the Kingfisher car park.**

10. **Highways list**

No new items had been added to the highways list before the meeting.

Councillor Ms Carter advised that she had met with Officers at Suffolk County Council regarding the HGV signs for Station Road and the Girling Street/East Street junction. It is unlikely that Suffolk County Council will fund these. Once quotes have been received, Councillor Ms Carter will bring back to the committee.

The Drain cover at the bottom of York Road still hasn't been repaired. The cone over the drain has also been destroyed.

The drain cover near to Carpet Right hasn't been repaired.

**RESOLVED**

**That these issues be noted and added onto the list.**

The meeting closed at 8.03 pm

Signed .....

Dear to whom it may concern,

My name is Holly Bullock and I am the manager of M Hair & Beauty, North street parade, Sudbury, Suffolk. We are a new business that opened in Sudbury on 7th March 2023.

Since opening the salon, myself and my team have had never ending issues with the situation of parking in the town.

I am aware of many other businesses who are also in the same predicament; there is very limited long stay parking options for the workers and visitors of Sudbury Town.

I believe we all have the same long term goal for the town of Sudbury, to increase its popularity and ensure the high street lives on. However I do very much believe the parking options have a negative impact on the popularity of the town; for example: I have many clients who travel from neighbouring towns such as Colchester, Bury st Edmunds, Haverhill etc. who often say they would love to go for a walk around and visit some local businesses but cannot after their appointment as they're limited to 3 hours parking.

I am aware of the long stay parking options in the town which are limited to the train station car park and kingfisher leisure centre car parks, where you are able to purchase a parking permit at a rate of £70.00 for 3 months. However, I have a few reasons as to why these options are unsuitable.

Firstly, we are more than happy to pay for a longer stay parking option. However, the train station car park is extremely small and at 8:30am when I arrive for work, the station is already full with commuters who are travelling by train earlier in the morning. As for the kingfisher car park, the majority of your car park is currently cornered off for building works - and the remainder of the spaces are taken (photos attached). If we are to purchase a parking permit which totals to £280.00 per annum, how can you ensure we can get a space?

As a space is not guaranteed, my self and my team have not purchased parking permits and are parking in rural housing areas - however if we were able to use these in other car parks, we would definitely purchase a permit - at £70.00/3 months for all 7 members of our staff that would total to £1,960.00 from our business alone. I am more than happy to send over a list of other businesses who would purchase a permit for you to have a better idea of how much revenue this would produce.

Secondly, if you are local to Sudbury, you will be aware there is an alley way connected to the train station car park. This alleyway is a very common spot for a multitude of sexual assaults - the most recent to be reported into the press was on 14<sup>th</sup> March 2023 when a teenage girl was sexually assaulted (credit: Suffolk News 15<sup>th</sup> March 2023). I have attached a photograph where I have pinned the location to show just how close this is to the station car park. I personally do not feel comfortable with members of my team, some as young as 17 years old, walking down to these car parks alone. We often do not finish till 8/9pm which increases fear levels even further. Would you feel comfortable letting young girls walk down here alone at night with the reputation this areas gives?

Thirdly, we are located on North Street Parade, a 10-15 minute walk from both long stay car parking options. Myself and my team have a large amount of equipment and other business supplies we have to bring into work every day, including 2 large bags of wet towels which weigh over 8kg each - when I spoke to you before you suggested parking in the car park less than a minutes walk from our business (north street car park) to drop off our equipment, then drive to the Long stay car parks before walking back to the salon - this would mean having to either arrive 30 minutes early (which is not possible when dropping children off at childcare) or losing 30 minutes of our working day. We charge a rate of approx £60/hour, which would mean with our 7 members of staff a total of £210.00 loss per day - or £1,050.00 per week. As a small business in an already struggling town we simply cannot afford to lose this amount of income in a cost of living crisis.

We are all local, hard working, tax payers who decided to open our business in the town centre of sudbury to help increase the visitors to the town and in turn hopefully help other small local business, as opposed to many other businesses who are choosing to base themselves out of town (on industrial estates etc.) to allow free parking for their customers, therefore reducing the footfall of the town further.

I am asking you to please consider offering a parking permit option (which we will happily pay for) in other car parks of the town such as north street car park, and Girling street car park. This will increase not only the ability for more workers to commute into the town but also generate extra income to the council.

If not, please at least consider the option to pay for an extended parking ticket as available in other neighbouring towns such as Bury St. Edmunds.

Thank you for taking the time to read this email, and I will look forward to hearing back from yourself. Please find attach some evidence to support my facts above.

Many thanks,  
Holly Bullock  
M Hair & Beauty.