

SUDBURY TOWN COUNCIL
MINUTES OF THE PLANNING DEVELOPMENT AND HIGHWAYS COMMITTEE MEETING
HELD IN THE TOWN HALL ON MONDAY 2ND JUNE COMMENCING AT 6:30 PM

Committee members present: Mr N Bennett – the chair,
Mr S Hall
Mr A Osborne
Mrs J Osborne
Miss A Owen
Mr T Regester
Mr A Stohr

Officers in attendance: Mr C Griffin – Town Clerk

1. SUBSTITUTES AND APOLOGIES

Apologies had been received from Councillors Ms J Carter and Mr N Younger. Councillor Mrs J Osborne attended as substitute for Councillor Ms J Carter.

2. DECLARATIONS OF INTEREST

Councillors Mr A Osborne, Miss A Owen and Mr T Regester declared that they were also Babergh District Councillors.

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 19th May 2025 be confirmed as an accurate record and signed by the Chairman.

6. REVIEW OF ACTIONS FROM PREVIOUS MEETINGS

The Town Clerk noted that the main action from the previous meeting was the local plan and that this was item 8 on the current agenda. The Chair then proposed to bring this item forward for immediate discussion.

DEVELOPMENT**8. TO DISCUSS THE WAY FORWARD ON THE LOCAL PLAN FOR SUDBURY AND THE 'STORY OF PLACE'**

The Chair welcomed the Head of Strategic Planning (Planning Policy and Infrastructure) from Babergh District Council who had come to advise the committee on the options for a Sudbury local plan. There had been two major changes to the situation since part one of the current local plan had been approved in November 2023. The national government had significantly increased the housing targets and planned to change the local government structure to a unitary authority, with an additional Mayoral Combined Authority covering all of Norfolk and Suffolk. These changes would require a new approach to part two of the local plan and there would be another call for sites for the strategic land availability assessment. New national development management policies were expected in about 6 weeks and this should allow Babergh District Council to produce a preferred option plan in January 2027, leading to final adoption of the plan in 2029. During this period, there would be a change to a unitary authority with different boundaries to the current district council and any future plans would have to take existing local plans into account.

It was noted that the average time to complete a neighbourhood plan was 2 to 3 years, but that larger towns often took longer (Needham Market had taken 5 to 7 years) and that this timeframe would not produce a result in time to engage with the new Mayor of the Combined County Authority when elected in May 2026. Sudbury had the additional challenge that there was little greenfield land available for development within its boundaries. Most current contiguous development took place in the neighbouring parishes of Great Cornard, Chilton and Long Melford, as well as those areas in Essex that bordered on Ballingdon. Any coherent neighbourhood plan would need to include all contiguous residential areas, allocation for future employment land and the future of open space between Sudbury and the nearest villages.

No supplementary planning documents would be allowed after autumn 2025, so specific regeneration strategies might be a better method of targeting local issues.

The best method to influence the new Mayor of the Combined County Authority, given the one year timeframe, would be a 'Story of Place', describing the key issues in Sudbury and proposing discrete funding packages that could address them.

RESOLVED

To recommend to the full council that a 'Story of Place' be produced as the council's method of influencing the new Mayoral Combined County Authority for Norfolk and Suffolk on the development of Sudbury.

7. PLANNING APPLICATIONS

DC/25/01669 **Proposal:** Householder Application – Installation of 6x Solar Panels to the roof.
Location: The Trap House, Straw Lane, Sudbury, Suffolk, CO10 2AT

RESOLVED – To recommend approval

DC/25/01672 **Proposal:** Application for Listed Building Consent – Installation of 6x Solar Panels to the roof of The Trap House.

Location: The Trap House, Straw Lane, Sudbury, Suffolk, CO10 2AT

RESOLVED – To recommend approval

DC/25/02239 **Proposal:** Application to determine if Prior Approval is required for a proposed Change of Use of Agricultural Buildings to Dwellinghouses (C3) and for building operations reasonably necessary for conversion. Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class Q - Conversion of agricultural building to 2no. dwellinghouses

Location: Barn At Brundon Hall, Brundon Lane, Sudbury, Suffolk. CO10 1XR

RESOLVED – To recommend that a full planning application be required for this change of use (due to the need to know what materials would be used, where asbestos roofing would be retained and how much demolition would be required)

DC/25/02185 **Proposal:** Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class MA - Change of use to 1 no. self-contained first floor 1 bedroom flat with ground floor parking, new double glazed windows and entrance doors.

Location: The Old Coach House, 21 Gaol Lane, Sudbury, Suffolk, CO10 1JL

RESOLVED – To recommend that a full planning application be required for this change of use (due to the need to know whether the property had been marketed for commercial use and that there was no evidence of need for this type of property)

DC/25/02235 **Proposal:** Application to determine if prior approval is required for a proposed: Change of use from Commercial, Business and Service (Use Class E) to Dwellinghouses (Use Class C3) Town & Country Planning (General Permitted Development)(England) Order 2015 (as amended) Schedule 2, Part 3, Class MA - Change of use of Office to form 1no. residential dwelling.

Location: 51 Station Road Sudbury Suffolk CO10 2SP

RESOLVED – To recommend approval on the same grounds as in February 2025 (that prior approval should not be required as the building had retained its original layout as a dwelling house during the time it had been used as an office)

DC/25/01376 **Proposal:** Householder Application - Erection of a Ground and first floor extension, (following demolition of conservatory).
Location: 31 Church Street Sudbury Suffolk CO10 2BL

RESOLVED – To recommend approval

DC/25/02322 **Proposal:** Full Planning Application - Conversion of former public conveniences to 1no. residential dwelling.
Location: Former Public Conveniences Burkitts Lane Sudbury

RESOLVED – To recommend approval, subject to the installation of insulation to achieve an energy performance certificate (EPC) rating of C or better.

DC/25/02336 **Proposal:** Application for Advertisement Consent - Erection of map and information panel promoting Sudbury's self-guided Talbot Trail around Sudbury, mounted on existing wall.
Location: Land North of Town Hall Gaol Lane Sudbury Suffolk

RESOLVED – To recommend approval

DC/25/02414 **Proposal:** Notification of Works to Trees in a Conservation Area - Reduce 1 No. Sycamore (T1) by 3m in height and remove ivy. Clear base growth. Reduce 1 No. Sycamore by 2.5m. Fell 1 No. Sycamore trunk. Remove ivy from Sycamore trunk.
Location: Allan Phillips Way Sudbury Suffolk

RESOLVED – To recommend refusal on the same grounds as before in application DC/25/01602;

- This group of trees along the riverbank were retained as part of the original plan that was approved for the redevelopment of the Walnut Tree Hospital as a residential area and form part of the local amenity.
- No justification has been provided for reducing or cutting down these trees.
- The application does not provide sufficient detail to be clear on exactly which part of each tree would be cut. In future, a clear photograph should be provided on each tree, marked to show what was proposed to be removed.

The Town Council request that the Arboricultural officer visit the site to examine all the trees along this section of the riverbank with a view to placing them under a group tree protection order (TPO).

HIGHWAYS**9. TO DISCUSS THE HIGHWAYS LIST**

Members discussed the following points;

- Ballingdon Hill – Members were concerned that an extensive area of the road surface was damaged between the entrance to the industrial site and about 20m up the hill. This area was around the change in the speed limit to 30mph and may have had a surface treatment to emphasise this transition. Cllr T Regester offered to cycle along this stretch with a video camera to capture the details of the damage.
 - Councillor Ms J Carter had sent members two emails for discussion:
 - Residential Parking - Over the past couple of months residents from all over Sudbury had contacted Cllr Carter about an increase in residential parking since the parking charges had increased in the district council car parks. Members noted that the full council had adopted a policy in April 2024 for considering residents' requests to support local parking schemes and these criteria are copied below for information.
 - *That the area for the scheme would need to be sufficient size and clearly defined.*
 - *That the residents understood that they would need to pay about £100 per vehicle every year if they were a part of the scheme.*
 - *That a parking permit would not guarantee them a parking place near their home or anywhere else.*
 - *That more than two thirds of the residents of the area had given their written support to the proposed scheme.*
 - *That Sudbury Town Council were not responsible for residents' parking schemes and were only in a position to consider offering support.*
 - Bus Stop Funding – Suffolk County Council had released information about how parish councils or other community groups could apply for a share of this year's Local Authority Bus Grant to improve bus stops in their areas. Cllr T Regester emphasised that £8.2m was available from the Department of Transport for the bus improvement fund in Suffolk, of which about £5.2m was capital funding. He suggested that Babergh District Council might ask for some of this to improve the Sudbury Bus Station. There was also support for an information system at bus stops to indicate how many minutes there were to go until the next bus arrived. Members discussed which bus stops did not have shelters and what style would be most appropriate. There were 3 main candidates, all of which would need open ended bus shelters so as not to obstruct the pavement.
 - Gregory Street, west side, near the junction with Stour Street and Gainsborough Street.
 - Waldingfield Road, on both sides, between Harp Close Road and Alder Way.
- Members agreed to examine these potential bus stop locations and agree on a plan at their next meeting.

The meeting closed at 8:35 pm.

Signed

Chairman



