

**MINUTES OF THE MEETING OF DEVELOPMENT ENVIRONMENT AND TRANSPORT COMMITTEE OF
MARTLESHAM PARISH COUNCIL HELD ON 8th FEBRUARY 2023**

Present: Mrs Hall (Chair), Mr D Boswell (Committee), Mr M Irwin (Committee), and Mr M Williamson (ex-officio)

There were no members of the members of the public.

In attendance: Debbie Chappell (Council Officer).

1. Apologies: Mr C Blundell (Committee), Mr L Burrows (ex-officio), Mr E Thompson (Committee), and Mr P Whitby (Committee).

2. Declarations of interest:

2.1 Disclosable Pecuniary Interest (DPI): None declared.

2.2 Local non-Pecuniary Interest (LNPI): None declared.

3. PUBLIC FORUM

3.1 To allow members of the public to address business on the agenda

There were no members of the public.

3.2 Any issues raised by the public

None.

4. Review of the DETC Terms Of Reference: (CP filed in the office together with the minutes). Noted. Mr Irwin suggested amending the draft Terms of Reference by adding the word "etc" as the final word at the seventh bullet point.

DECISION D2023/2a: To amend the draft DETC Terms of Reference by adding the word 'etc' at the end of the seventh bullet point sentence. **Agreed.**

RECOMMENDATION D2023/2a: To approve the amended DETC Terms of Reference in substitution for the Terms of Reference approved under Resolution C20211q. **Agreed.**

5. DEVELOPMENT:

5.1 Consultations (COR 1 & CP filed in the office together with the minutes).

- SALC survey results regarding the ESC planning process. Noted.
- ESC Draft Coastal Adaptation Supplementary Planning Document. Monitor developments.

DECISION D2023/2b: Martlesham Council will not file a response. **Agreed.**

- [DC/21/2571/VOC](#) - Land Off Blacktiles Lane, Martlesham – Noted. The specification of play equipment is a R&AC matter. Any play equipment to be installed pursuant to Planning Permission DC/16/1992/FUL, should ideally complement the existing Jubilee Play Space play equipment given that a resident has specifically requested disability friendly play equipment at the Jubilee Play Space.

DECISION D2023/2c: Refer the Hastoe enquiry to the Recreation and Amenities Committee. **Agreed.**

- [Custom and Self-Build Housing Supplementary Planning Document](#) Noted. DETC members should feed any suggested response to the DETC Chair.

DECISION D2023/2d: Martlesham Council will file a response. **Agreed.**

- [Rural Development Supplementary Planning Document](#) Noted. DETC members should feed any suggested response to the DETC Chair

DECISION D2023/2e: Martlesham Council will file a response. **Agreed**

5.2 McCarthy Stone Retirement Complex (COR 2 & CP filed in the office together with the minutes). Noted.

- DC/22/0838/DRC - Discharge of Condition(s) 16 (former runway/area of open space - landscape management plan); and 24 (former runway - design, usage, heritage and landscape strategy) of DC/21/3305/FUL- Martlesham Council has fed back matters to be addressed to MCS. Other comments raised by SCC Highways and others still to be addressed. Further extension of time granted by ESC to MCS until 15 February 2023.
- DC/22/4913/DRC - Discharge of Condition(s): 7 (lighting design strategy); 19 (strategy for the disposal of surface water); and 42 (construction management plan) of DC/21/3305/FUL. Local Flood Authority requires additional information. Further extension of time granted by ESC to MCS until 22 February 2023.
- DC/23/0135/DRC - Discharge of Condition 36 (public car park management plan) of DC/21/3305/FUL. Martlesham Council has fed back matters to be addressed to MCS. Determination date: 8 March 2023.
- The Chair and Council Officer gave a verbal update on the detail of the latest landscape management plan, lighting strategy, car park features plan and utilities provision. Noted that it would be helpful to organise a meeting between Martlesham Council and Podpoint to understand how EVC charging and its management, works in practice.
- The 'display of tarmac pieces' design was considered. The Clerk to advise on budget to use.

DECISION D2023/2f: To proceed with the tarmac display design subject to the budget being agreed with the Finance Officer. **Agreed.**

5.3 Combined Planning Report on planning responses filed with ESC since last meeting 13th December (CP filed in the office together with the minutes). Noted.

DECISION D2023/2g: The Combined Report of Planning Responses to be ratified by DETC. **Agreed.**

5.4 Energy Projects Update (CP filed in the office together with the minutes). Noted.

5.5 Success Note (COR filed in the office together with the minutes). Noted.

Other successes are reported through the Tree Wardens Report. Martlesham Council was also successful in influencing the ESC Walking and Cycle Strategy.

5.6 Brightwell Lakes Community Forum

Items to raise at the next Community Forum meeting, 6th March 2023, were debated.

- Taylor Wimpey Community Website – Taylor Wimpey is currently behind schedule.
- Air quality monitoring – repeat requests for monitoring before, during and post build out.
- It was noted the different projects affecting the A12 - the conditioned Brightwell Lakes A12 Improvements, the County Council's Major Road Network project, and the District Council's Walking and Cycle Strategy have the potential to conflict and cause confusion.

DECISION D2023/2h: Refer these anomalies to the Brightwell Lakes Community Forum meeting on 6th March 2023. **Agreed.**

6. Environment

6.1 ESC Walking and Cycle Strategy 2022 (COR 3 & CPs filed in the office together with the minutes). Noted. The meeting considered what this means for the parish.

- Martlesham Common and the Martlesham Heath have been protected from impact.
- The idea of a second bridge across the A12 appears to have been dropped.
- ESC advocates improvements to the existing bridge across the A12.
- Martlesham Council should continue to influence joined -up thinking between the different projects affecting the A12; the Brightwell Lakes conditioned A12 Improvements, the County Council's Major Road Network project, and the District Council's Walking and Cycle Strategy.
- The area in the vicinity of the Tesco underpass is a focus for various potentially conflicting schemes using the same space, including dedicated bus lanes, cycle routes etc.

DECISION D2023/2i: The Council Officer to check availability for a proposed meeting with the County Council's Major Road Network team. **Agreed.**

6.2 Martlesham Neighbourhood Plan (MNP) Review (COR 4 & CPs filed in the office together with the minutes). Noted.

Mrs Hall gave a verbal report:

- The Chair and Council Officer consulted with the Planning Consultant whom MC used to advise on the 'made' MNP. Consultant's advice circulated prior to the meeting.
- It would be good practice to seek other professional advice.
- ESC emailed all Parish Councils inviting members to an ESC -hosted NP housing event.
- The Locality Grants are still to be confirmed.
- There are various reasons to support taking the MNP Review forward sooner rather than later, however, there are good reasons to defer the review until after the forthcoming Elections. Research can continue meanwhile.
- The MNP Plus document could usefully be updated.

DECISION D2023/2j: To await the May 2023 Parish Council elections before undertaking any review of the Martlesham Neighbourhood Plan. The Council Officer and DETC Chair to continue to research good practice in reviewing a Neighbourhood Plan, reporting back to next DETC meeting. **Agreed.**

6.3 ESC and Martlesham Council Planning meeting (3rd February 2023) Notes of meeting not yet available. Noted. The Chair and Council Officer gave a verbal report. Topics covered:

- MNP Policy MAR 4
- Parish Infrastructure Investment Plan
- The ESC Public Access and other databases
- Disclosure of pre-application advice
- Biodiversity.

DECISION D2023/2k: To take forward a Parish Infrastructure Investment Plan. **Agreed.**

6.4 Swift bricks (CPs filed in the office together with the minutes).

Councillors agreed that any future NP should include a Martlesham specific wildlife policy incorporating the use of swift bricks.

DECISION D2023/2l: To include a Martlesham specific wildlife policy incorporating the use of swift bricks into any future Martlesham Neighbourhood Plan. **Agreed**

7. Transport (includes highways issues)

7.1 SAVID Minutes of meeting 13th October 2022 (No Minutes available).

The Chair gave a verbal update having raised the matters of the Lancaster Drive layby, reporting on SIDS data collection and the Tesco roundabout, at the SAVID meeting.

7.2 SIDS Report (CP filed in the office together with the minutes). Noted.

Mr Denton (SIDS Working Group) to discuss SID data presentation formats with SAVID.

7.3 East Suffolk Travel Association Survey results (CPs filed in the office together with the minutes). Noted.

8. Finance

8.1 Planning Software Review

The Parish Council planning database software subscription fee is due for renewal at a cost of £150 pa. The Council Officer reported on the features of this planning database benchmarked against the ESC Public Access system. Data Protection is a significant consideration. The 'Performance Review' function would seem to be the main feature favouring retention of the existing data base. Most other Parish Office planning database requirements are met or exceeded by the ESC Public Access system.

DECISION D2023/2m: That the RBS Software Solutions planning database subscription at £150 is not renewed, using instead the ESC Public Access. **Agreed.**

9. Martlesham Newsletters/Website/Facebook

9.1 What this meeting has achieved

- Decision to continue researching a MNP Review and to revise the MNP Plus document.
- Decision to promote the successes of the ESC Walking and Cycling Strategy for Martlesham.
- Recommendation for MPC to adopt revised DETC Terms of Reference.
- Scoping feedback for the next Brightwell Lakes Community Forum meeting.
- Decision to check availability for a meeting with the Major Road Networks team at Suffolk County Council.

9.2 Items for Newsletters/Website/Facebook

10. Items for consideration at the next DETC meeting

- Progress report on Martlesham Neighbourhood Plan Review
- Revise the Martlesham Neighbourhood Plan Plus document

11. Date of next meeting: 19th April 2023.

There being no further business the meeting closed at 9.30pm.

Chairman, 1st March 2023