

Membership as from May 2021

Councillor Berry
Councillor Clover
Councillor Drummond
Councillor Ferries
Councillor Hall
Councillor Hood
Councillor Hulbert
Councillor Jefferys
Councillor O'Neill

Quorum = 3



Newmarket
TOWN COUNCIL

The Memorial Hall, High Street, Newmarket Suffolk CB8 8JP

TEL: 01638 667227

You are hereby summoned to attend a meeting of the
Development and Planning committee
to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

Tuesday 19th April at 6.15pm

A G E N D A

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. Report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

- 1. Chair to read** fire safety notice and announce that proceedings may be filmed or recorded.
- 2. Apologies** - To receive and accept apologies for absence
- 3. Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
- 4. Minutes of previous meeting held 4th April 2022**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
- 5. Public participation** – an invitation to members of the public to make representations to Councillors. Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak for longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting for members of the public to address Councillors
- 6. To consider where Newmarket Neighbourhood Plan policies impact on planning applications for consideration**
- 7. Planning applications** – West Suffolk Council, weeks commencing 28/03/2022, 04/04/2022
- 8. Planning applications** – Amended and Deferred Plans
- 9. Planning applications** – East Cambs
- 10. Planning decisions and plans withdrawn** – West Suffolk Council-week commencing 28/03/2022, 04/04/2022
- 11. Delegation Panel decisions** - To discuss any decisions by Delegation Panel
- 12. Licensing** – To discuss any Licensing Applications
- 13. WSC Consultation** – To approve council's response to the WSC consultation on changes to the Hackney Carriage and Private Hire Conditions Policy Handbook (31/3/2022 to 18/5/2022)
- 14. Correspondence**
- 15. Date of next meeting** – Tuesday 3rd May
- 16. Items for consideration at the next meeting**

Signed: *CE Whitaker*

Cathy Whitaker, Town Clerk

Date: 12th April 2022

To: Chair & Members of D&P Committee, Other Council Members, Press & the Public

Material Planning Considerations	
Site specific issues	• adequacy for turning, loading • availability/capacity of local infrastructure (eg public drainage or water systems) • car parking • deficiencies in community/social facilities (eg spaces in schools) • design, appearance and materials • layout and density of building(s) • road access • traffic generation
Environmental effects	• effect on street scene • hazardous materials, contaminated land • landscaping • light (including overshadowing) • loss of trees • nature conservation & biodiversity issues • noise & disturbance resulting from use • overlooking/loss of privacy • smells and fumes • visual amenity
Listed buildings/conservation areas	• The need to preserve or enhance the special character or appearance of designated conservation areas and protect listed buildings • Effect on archaeological interest
Usage	• Incompatible or unacceptable uses • Desire to retain and promote certain uses e.g. stables in Newmarket.
Previous decisions	• Previous planning decisions, including appeal decisions
Policies	• Statutory provisions contained in planning acts, statutory regulations & planning case law • Central Government planning policy and advice • National Planning Policy Framework (NPPF) • Supplementary planning guidance/documents eg. Affordable Housing SPD, Master plans, development briefs • WSC Local Plan policies • Newmarket Neighbourhood Plan • Newmarket Conservation Area Appraisal (adopted September 2009)
Key principle of the NPPF – presumption in favour of sustainable development. For decision-taking this means granting permission unless: • the application of policies in the NPPF that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or • <i>any adverse impacts of doing so would significantly and demonstrably outweigh the benefits</i>	
Matters which are not material planning considerations	
<i>Greater weight is attached to issues raised which are supported by evidence rather than solely by assertion.</i>	
Competition (unless in relation to adverse effects on a town centre as a whole)	Moral and religious issues
Breach of private covenants or other private property or access rights, including boundary disputes	Council interests (eg land ownership or contractual matters)
Devaluation of property	Identity or motives of an applicant or occupier
Protection of a private view	Private disputes between neighbours
Impact of construction work	

Parking Guidance for Use Classes C3 and C4: Dwelling houses and houses in multiple occupation

Family houses, or house occupied by up to six residents living together as a single household, or Houses in Multiple Occupation (HMO)¹³, including a household where care is provided for residents.

Standard: Flats and Houses are to be treated the same.

Use	Vehicle	Cycle	PTW	Disabled
	Minimum*	Minimum	Minimum	Minimum
1 bedroom	1 space per dwelling	2 secure covered spaces per dwelling. (Satisfied if garage or secure area is provided within curtilage of dwelling to minimum dimensions)	N/A	N/A if parking is in curtilage of dwelling, otherwise as Visitor/unallocated
2 bedrooms	2 spaces per dwelling**			
3 bedrooms	2 spaces per dwelling			
4+ bedrooms	3 spaces per dwelling			
Retirement developments (e.g., warden assisted independent living accommodation)	1 space per dwelling	2 spaces per 8 units (visitors)	2 PTW spaces and 1 space per 2 dwellings for mobility scooters	
Visitor/unallocated	0.25 spaces per dwelling (unallocated)	If no garage or secure area is provided within curtilage of dwelling, then 2 covered & secure spaces per dwelling in a communal area for residents plus 2 spaces^ per 8 dwellings for visitors	1 space + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	

¹³ Houses in multiple occupation (Class C4) are defined in The Town and Country Planning (Use Classes) Order 1987 (as amended) as 'small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom'.

Informative notes:

*Standards exclude garages under 6m x 3m (internal dimension) as a parking space but can include undercroft parking and car ports providing, they have no other current or potential use.

**Reduction in this figure may be considered with robust and agreed highway mitigation

^Mobility vehicle spaces should be secure and covered with charging facilities.

Visitor/unallocated vehicle parking can, subject to appropriate design, be located on street.

Unallocated cycle parking for residents to be secure and covered, located in easily accessible locations throughout the development. These guidelines will be applied to all development (including infill developments, extension applications and change of use).

Where grouped, unassigned parking is proposed, more flexible and efficient use of the parking may be achieved than with allocated parking. Subject to discussion with the Highway Authority this may potentially reduce the nominal on-street parking provision standards required by up to 25%.

Where an individual dwelling may require more than two spaces these additional spaces may be provided as part of unallocated on street parking, providing this is designed in.

An allowance will be required for visitor cycle and car parking, refer para 3.2 and 4.5.

Suffolk Guidance for Parking 2019 {excerpt}

Car clubs should be promoted in low provision/car free residential developments and car club spaces provided. Electric vehicle charging infrastructure should also be provided in new developments.

Research was undertaken to derive the residential parking guidance for Suffolk. The research included a questionnaire survey to approximately 9000 dwellings. The results of the survey and the 2001 and 2011 Census data for Suffolk car ownership can be found in Appendix 1.

Electric Vehicle recharging points to be provided to support the use of low emission vehicles. See EV Parking Guidance table within this document for further guidance.

Reductions to the minimum parking guidance

This advisory residential parking guidance is the minimum required; however a range of factors will be taken into account. For main urban areas a reduction to the parking guidance may be considered where a proposal has been designed to be exceptionally sustainable in transport terms and which effectively promotes an overall reduction in the use of high emission vehicles and avoids the provision of car parking adjacent or close to dwellings within the main layout.

Main urban areas are defined as those having frequent and extensive opportunities for public transport and cycling and walking links; close proximity to local services (including accessing education, healthcare, food shopping and employment); and on street parking controls at all times e.g. double yellow lines. Where there is evidence that these factors are in place, local planning authorities may, after consultation with the Highway Authority, bring forward local parking policies to limit the scale of parking in specific areas.

When making their recommendation to local planning authorities considering reduced parking proposals for residential development, the Highway Authority must be:

- able to recommend a condition for suitable cycle storage and secure parking facilities;
- satisfied that servicing vehicles would be able to operate efficiently i.e. not restricted by loading restrictions or road layout;
- able to determine how highly sustainable the location is in terms of proximity to services, shops etc. and public transport (high frequency and wide ranging) and suitable cycling and walking routes;
- made aware of the likelihood of a viable Car Club (the provision of a car club would need to be secured through a Planning Obligation on Condition);
- able to determine the possible impact that a single application may have in setting a precedent in an area;
- satisfied by the availability of visitor parking (off street public car parks may be acceptable for visitor use); and
- satisfied that the likely impact of additional road parking in the vicinity would not cause inconsiderate and unsafe obstructions to the surrounding road or footpath network or add pressure onto an already densely utilised parking network.

If all the above criteria are satisfied on a site by site basis then the Highways Authority would be more likely to approve of reduced parking proposals.

However, it is not possible to make the assumption that occupiers will be car free; although it may be possible to accept this to some degree where the units are single bed. Furthermore, if the neighbouring streets are controlled by Residents Parking then any new development is prohibited from joining the scheme.

The presumption that occupiers are required to use off road public car parks for parking of their vehicles is not generally supported. The Highways Authority will only consider any identified use of off-road public car parks as a means of resident parking in exceptionally sustainable developments that are located in main urban areas (as defined above). In such cases, the Highway Authority must first be satisfied that the car park/s in question are viable long-term parking options for affected residents and that the development has been designed to be extremely sustainable in transport terms.

To summarise, the key questions the Highways Authority will seek to address when considering proposals for reduced parking are:

- Where might residents park?
- What real harm would these vehicles cause?
- Are the roads heavily regulated in terms of prohibition of parking?
- Are the streets already under significant pressure?



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 4th April 2022 at 6.15pm

Attendance:

Councillor C O'Neill (Chairman)
Councillor J Berry
Councillor J Clover
Councillor A Drummond
Councillor J Ferries

Councillor D Hall
Councillor R Hood
Councillor P Hulbert
Councillor M Jefferys

Also Present: C Whitaker – Town Clerk, T Symonds – Deputy Town Clerk, J Ashton – Minute Assistant, 1 Member of the Public and 1 Member of the Press.

Minute

D/22/04/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded

The Chairman opened the meeting and advised that the Fire Notice was not required and that the meeting may be filmed or recorded.

D/22/04/2 Apologies

None noted.

D/22/04/3 Declaration of Members Interests & to Remind Councillors of the need to keep up to date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation

None noted. There were no requests for dispensations.

D/22/04/4 To Confirm the Minutes of the Meeting Held on 21st March 2022 and any Matters Arising

Members received the minutes of the Development & Planning Committee held on 21st March 2022 and the following was agreed:

D/22/04/4.01 Resolved

That the minutes of the Development & Planning Committee held on 21st March 2021 be adopted and signed as a true record by the Chairman of the Development & Planning Committee.

There were no matters arising.

Cllr Clover joined the meeting

D/22/04/5 Public Open Session

A resident spoke to item 13, West Suffolk Council Taxi Consultation, and the lack of wheelchair accessible vehicles available in Newmarket in the evenings.

D/22/04/6 Impact of Newmarket Neighbourhood Plan Policies on Applications Being Considered

The NNP Tree Policy 14 applied to the tree applications.

D/22/04/7 Planning Applications

Week Commencing 14/03/2022 and 21/03/2022

D/22/04/7/1 DC/21/2118/FUL – Planning application - one log cabin - Lady Wolverton Pavilion
Adastral Close Newmarket.

D/22/04/7.01 Resolved

The Committee voiced no objections.

Cllr Clover declared a non-pecuniary interest in the following application and did not vote

D/22/04/7/2 DC/22/0439/TCA – Trees in a conservation area notification – two Cedar (T1 and T2
on plan) fell - Southernwood Fordham Road Newmarket Suffolk.

D/22/04/7.02 Resolved

**The Committee actively encourages responsible tree management and objects to the
felling of healthy trees. The Committee objected to this application and requested
that a TPO be applied to the two Cedar Trees.**

Cllr Winter joined the meeting as an observer.

D/22/04/7/3 DC/22/0411/HH - Householder planning application - Single storey extension to side
and rear and widening of the vehicular access - 51 Edinburgh Road Newmarket
Suffolk.

D/22/04/7.03 Resolved

The Committee voiced no objections.

D/22/04/7/4 DC/22/0431/FUL – Planning application - a. conversion of existing dwelling into two
flats and associated external works b. addition of second storey to rear with flat roof -
Fern Villa 126 Exning Road Newmarket Suffolk.

D/22/04/7.04 Resolved

**The Committee objected on the grounds of adequacy for turning, road access and
overdevelopment of the site.**

D/22/04/7/5 DC/22/0402/TPO – TPO 03 (1990) one Horse Chestnut - Reduce four over extended
limbs by two metres growing towards property - 23 Rochfort Avenue, Newmarket,
Suffolk.

D/22/04/7.05 Resolved

**The Committee actively encourages responsible tree management and does not
object to this application.**

D/22/04/8 Amended and Deferred Planning Applications

D/22/04/8/1 DC/21/1753/FUL - Planning application - one dwelling and vehicular access - Land
Adjacent To 26 Paget Place Newmarket Suffolk.

D/22/04/8.01 Resolved

The Committee voiced no objections.

D/22/04/9 East Cambs Planning Applications

None noted.

**D/22/04/10 To Receive Results of Applications as Determined by West Suffolk and Plans
Withdrawn**

Book Number 2 2021 - 2022

West Suffolk Planning Determinations received during weeks commencing,
14/03/2022 & 21/03/2022

Applications	Description	Address	WS Decision	NTC Decision
DC/22/0233/TCA	Trees in a conservation area notification - one Cherry (T3 on plan) - crown lift low canopy to 3 metres over roadside; one Silver Birch (T6 on plan) crown reduction to top by 3 metres; one Lime (T19 on plan) re-pollard back to previous points; one Crab Apple (T21 on plan) cut away from building by 1- 1.5 metres; one Silver Birch (T23 on plan) crown reduction to top by 3 metres and sides by 1 metre; one Acacia (T24 on plan) crown reduction all round by 1 metre from top and 0.5 metre from sides; one Sycamore (NB1 on plan) lift over hanging branches off of garage block	The Severals Newmarket Suffolk	Approved	No objections
DC/22/0208/TCA	Trees in a conservation area notification - a. one Acacia (A1 on plan) pollard to previous pollarding points b. one Holly (H1 on plan) reduce height by up to three metres	45 Rous Road Newmarket Suffolk	Approved	No comments
DC/22/070/TPO	Planning application - entrance lobby	St Louis Catholic Academy Fordham Road Newmarket	Approved	No objections
DC/22/0051/FUL	Planning application - two additional flats adjoining existing apartment block	2 St Fabians Close Newmarket Suffolk	Rejected	Objected
DC/21/2169/HH	Householder planning application - a. first floor rear extension b. single storey rear extension	107 Exning Road Newmarket	Approved	No objections

D/22/04/11 Delegation Panel Decisions

None noted.

D/22/04/12 Licensing

None noted.

D/22/04/13 WSC Consultation

The Consultation on changes to the Hackney Carriage and Private Hire Conditions Policy Handbook was noted and discussed. The following was agreed:

D/22/04/13.01 Resolved

That this item be deferred to the next meeting to conduct further research and to formulate a response to the consultation.

Cllr Crissall and Yarrow joined the meeting as observers

D/22/04/14 Correspondence

None noted.

D/22/04/15 Date of Next Meeting

Tuesday 19th April 2022 at 6.15pm at the Memorial Hall.

D/22/04/16 To Note any Items for Next Meeting

- WSC Consultation – Hackney Carriage and Private Hire Conditions Policy Handbook

Meeting closed at 6:47pm.

Book Number 3 2021 - 2022

Minutes of Development & Planning Committee held on Monday 4th April 2022

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/22/04/7.01 Resolved</u>	The Committee voiced no objections.
<u>D/22/04/7.02 Resolved</u>	The Committee actively encourages responsible tree management and objects to the felling of healthy trees. The Committee objected to this application and requested that a TPO be applied to the Cedar Trees.
<u>D/22/04/7.03 Resolved</u>	The Committee voiced no objections.
<u>D/22/04/7.04 Resolved</u>	The Committee objected on the grounds of adequacy for turning, road access and overdevelopment of the site.
<u>D/22/04/7.05 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application.
<u>D/22/04/8.01 Resolved</u>	The Committee voiced no objections.

Application	Constraints	Case Officer	Applicant name	Ward Member	Consultation expiry date
Week beginning 14 th March					
Householder planning application - first floor side extension over garage 1 Mill Reef Newmarket Suffolk CB8 7FB Ref. No: DC/22/0472/HH Received: Wed 16 Mar 2022 Validated: Wed 16 Mar 2022 Status: Pending Consideration	Conservation Area	Savannah Cobbold	Mr Harj Dosanjh	Councillor Michael Anderson Councillor Karen Soons	Mon 25 Apr 2022
Planning application - a. drive-thru cafe/restaurant unit with associated servicing, landscaping and external seating b. part reconfiguration of existing car park and associated works Newmarket Retail Park Oaks Drive Newmarket Suffolk CB8 7SX Ref. No: DC/22/0478/FUL Received: Thu 17 Mar 2022 Validated: Thu 17 Mar 2022 Status: Pending Consideration		Ed Fosker	Hobart Activum (Newmarket) Limited	Councillor Michael Anderson Councillor Karen Soons	Tue 26 Apr 2022

Week beginning 28 th March						
Application to discharge condition 3 (lighting stragy) of DC/13/0408/OUT Hatchfield Farm Fordham Road Newmarket Suffolk CB8 7XL Ref. No: DCON(E)/13/0408 Received: Fri 01 Apr 2022 Validated: * Fri 01 Apr 2022 Status: Pending Consideration <i>This notifies the Council of proposed work or development not needing its permission. The Council will not be approving or refusing the proposal, so comments are not invited.</i>	Gareth Durrant	Mr Tom Willshaw	Councillor Michael Anderson Councillor Karen Soons	Determination deadline Fri 27 May		
Householder prior approval - single storey rear extension which extends beyond the rear wall of the original house by 5 metres with a maximum height of 3 metres and a height of 3 metres to the eaves 12 Falmouth Gardens Newmarket Suffolk CB8 7DL Ref. No: DC/22/0543/HPA Received: Mon 28 Mar 2022 Validated: Mon 28 Mar 2022 Status: Pending Consideration	Conservation Area	Ms Hayley Turner	Councillor Michael Anderson Councillor Karen Soons	Determination deadline Mon 9 May		

Reserved Matters Application - Submission of details under outline planning permission DC/13/0408/OUT (Granted by the Secretary of State under reference APP/H3510/V/14/2222871) - details of the two vehicle site accesses (Phase 1) and internal spine road (Phase 2) Hatchfield Farm Fordham Road Newmarket Suffolk CB8 7XL Ref. No: DC/22/0420/RM Received: Mon 07 Mar 2022 Validated: Mon 07 Mar 2022 Status: Pending Consideration		Gareth Durrant	Sansovino Developments Ltd	Councillor Michael Anderson Councillor Karen Soons	Thu 21 Apr 2022
Planning application - roof extension with five dormer windows to second floor Flat 2 Sun Lane Newmarket CB8 8EW Ref. No: DC/21/2135/FUL Received: Tue 26 Oct 2021 Validated: Thu 11 Nov 2021 Status: Pending Decision	Conservation Area	Savannah Cobbold	Unique 2 Leisure Ltd	Councillor Rachel Hood Councillor Robert Nobbs	Wed 06 Apr 2022
Week beginning 4 th Apr					

Householder planning application - single storey rear extension 47 Rous Road Newmarket Suffolk CB8 8DH Ref. No: DC/22/0517/HH Received: Wed 23 Mar 2022 Validated: Wed 23 Mar 2022 Status: Pending Consideration		Clare Oliver	Mrs Rosemary Hebditch	Councillor Rachel Hood Councillor Robert Nobbs	Mon 02 May 2022

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Decision List

Week commencing 28th March 2022

Planning application - installation of external wall insulation system and render to all external elevations of 17 properties on Exning Road, Newmarket

222, 224, 226, 230, 234, 236, 240, 242, 244, 248, 250, 254, 260, 264, 266, 268, 272 Exning Road
Newmarket Suffolk CB8 0AN

DC/21/2102/FUL

APPROVED

Planning application - installation of external wall insulation system and render to all external elevations of 11 properties on Exning Road, Newmarket

283, 287, 289, 291, 293, 295, 297, 307, 315, 327 And 337 Exning Road Newmarket Suffolk CB8 0AT

DC/21/2103/FUL

APPROVED

Planning application - installation of external wall insulation system and render to all external elevations of seven properties on Exning Road Newmarket

278, 286, 298, 310, 312, 316, 318 Exning Road Newmarket Suffolk CB8 0AN

DC/21/2104/FUL

APPROVED

Week commencing 4th April 2022

Trees in a conservation area notification - group of 20 Lime Sycamore and Horse Chestnut (G1 on plan) re-pollard trees to up to one metre below previous pollarding points

Warren Hill Cottage 27 Bury Road Newmarket Suffolk CB8 7BY

DC/22/0385/TCA

APPROVED

Application to discharge condition 3 (pre-commencement- trees TPP and AMS) of application DC/21/0159/HH

31 Norfolk Avenue Newmarket Suffolk CB8 0DE

DCON(A)/21/0159

APPROVED

Decision List

Planning application - single storey extension to existing nursery building to provide new classroom and associated facilities

Laureate Community Primary Academy Exning Road Newmarket Suffolk CB8 0AN
DC/22/0114/FUL



Planning application - Cross boundary application (East Cambridgeshire District Council) - six dwellings and associated external works

Land West Of 104 Crockford Road Woodditton Road Newmarket Suffolk
DC/21/2498/FUL



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Contact: Councillor Andy Drummond

Email address:

Andy.Drummond@westsuffolk.gov.uk

23 March 2022

Dear

Further to my earlier correspondence with you in February about the proposed changes to our West Suffolk Council Hackney Carriage and Private Hire Conditions Policy Handbook, I am writing to advise you that consultation will go live on Wednesday 23 March. This is your chance to provide us with feedback about our proposed changes. As a reminder the proposed changes are as follows:

- To merge the two taxi zones into one single zone
- To remove all wheelchair accessible vehicle (WAV) requirements for hackney carriage vehicle (HCV) licensees
- To increase the maximum age of vehicle limit to 15 years old

The three proposals should not be considered in isolation to each other. The changes to the WAV requirement for instance will not happen without the changes to the taxi zones. As such these proposals should be considered as one complete package of changes to benefit both the taxi trade and customers alike.

Accessing the report

While I have already provided you with a high-level overview of the reasons for the changes we are proposing. Read the full report: [West Suffolk Council Hackney Carriage and Private Hire Conditions Handbook - review of taxi zones and wheelchair accessible vehicles \(WAVs\)](#).

A summary report is available. Read the summary report: [Proposed changes to West Suffolk Councils Hackney Carriage and Private Hire Conditions Handbook - summary](#).

Giving us your feedback

The consultation is accessible online. Access the consultation: [West Suffolk Taxi Policy Consultation](#).

Jennifer Eves • Director (HR, Governance & Regulatory Services)

West Suffolk Council • West Suffolk House • Western Way • Bury St Edmunds • Suffolk • IP33 3YU
Or West Suffolk Council • Mildenhall Hub • Sheldrick Way • Mildenhall • Suffolk • IP28 7JX

www.westsuffolk.gov.uk

Drop in sessions

The Licensing team are arranging some drop-in sessions for the taxi trade and wheelchair users, other disabled people and people who have mobility issues but would not identify themselves as being disabled to come and speak to us about the changes and I have provided details for these sessions below.

Taxi trade

In-person drop-in sessions at West Suffolk House will take place on the following dates:

- Wednesday 30 March; 1pm – 4pm
- Tuesday 5 April; 10am-1pm
- Monday 11 April; 10.30am – 1.30pm

Wheelchair users, other disabled people and people who have mobility issues but would not identify themselves as being disabled:

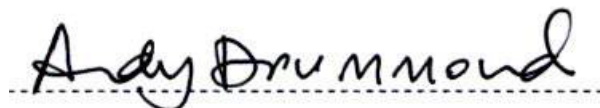
- Virtual drop-in session on Microsoft Teams; 6 April 10am-12.30pm (Please contact the team for details of how to join this session, contact details are shown below)
- Wednesday 13 April (in person, at West Suffolk House) 10.30am – 1.30pm

Next steps

Once consultation closes on 18 May, we will review all the feedback we have received and prepare a report so that our Cabinet can decide whether to take these proposals forward. It is planned that this will take place at our meeting on 19 July.

If you would like to discuss any part of our report in more detail, please contact the Licensing team on (licensing@westsuffolk.gov.uk), or contact our Licensing team Leader, Natasha Wade Guest, (natasha.wade-guest@westsuffolk.gov.uk).

With best wishes

A handwritten signature in black ink that reads "Andy Drummond". The signature is written in a cursive style and is positioned above a horizontal dashed line.

Councillor Andy Drummond
Cabinet Member for Regulatory and Environment
West Suffolk Council