

DESIGN, ACCESS & HERITAGE STATEMENT  
INTERNAL AND EXTERNAL ALTERATIONS TO  
**THE GALLEY, WOODBRIDGE**

February 2024

**APPLICATION ADDRESS:**

THE GALLEY  
21 MARKET HILL,  
WOODBRIDGE,  
SUFFOLK,  
IP12 4LX

ploice

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## INTRODUCTION

This statement has been prepared to support a Full Planning Application for Internal and External Alterations to The Galley restaurant and the Change of Use of the existing Public Toilets & associated land (to the rear of The Galley), as described in the following pages.

The conversion of the existing Public Toilets will provide a Production Kitchen and Staff facilities for the existing restaurant. In conjunction with these works a new public toilet facility will also be created.

This application was previously approved on the 3rd March 2021 under reference DC/20/5115/FUL & DC/20/5116/LBC - unfortunately the applicant has been unable to commence works within the required 3 year period and therefore seeks to reapply for Planning and Listed Building Consent accordingly.

Please note, no changes have been made to the previously approved scheme.

## THE SITE AND CONTEXT

The Galley Restaurant is located to the west of Market Hill, Woodbridge, facing Shire Hall. Market Hill is a truncated triangle with roads leading out from its four corners, which incorporate much of the area of the medieval town, centered on the market place and the former priory church. The layout of the roads and most of the houses is unchanged since they were described in the Extent of 1560.

Today, Market Hill supports a quiet mix of residential and commercial uses, in common with Church Street, with specialist shops, offices around the perimeter, the Bull Hotel at one end and the King's Head Public House at the other. Market Hill contains a fine progression of spaces and views. At each corner of Market Hill there are breaches in its continuous and enclosing facades where there are attractive views and changes in space.



Photo 01: View from Market Hill, facing the front entrance of the Galley Restaurant

The rear of the Galley Restaurant has direct access onto the land surrounding the existing Public Toilets, accessed via Theatre Street.



Photo 02: View from Theatre Street, facing the land to the rear of the Galley Restaurant and Public Toilet block



Photo 03: View facing west, across the land to the rear of the Galley Restaurant, in front of the Public Toilet block



Photos 04 and 05: Public Toilet Block interior

The Galley Restaurant kitchen and staff facilities are currently located to the rear of the property, with direct access out to the land adjacent to the Toilet Block. Though functional, the kitchen space, staff circulation and storage space is limited and has become too compact for an efficient working restaurant.

Currently, the restaurant can only accommodate 2 no. small WCs on the Ground floor, which are not suitable for ambulant or disabled customers.

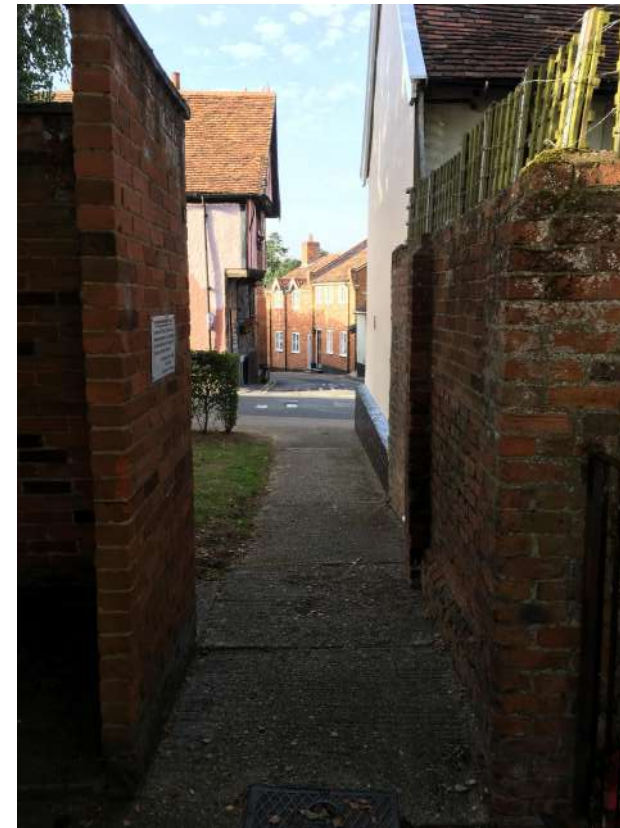


Photo 06: View along public Toilet access, looking north towards Theatre Street from the rear of the Galley Restaurant

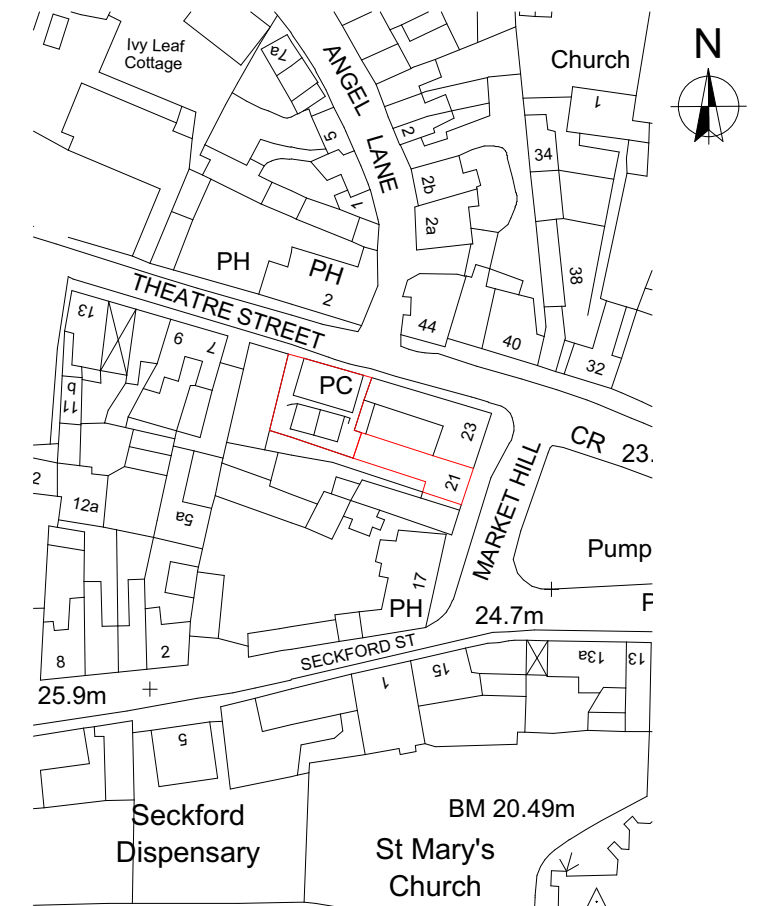
The public toilets and surrounding land is regularly subject to anti-social behaviour, including drug misuse.

In 2023 Woodbridge Town Council boarded up the public toilets to prevent the toilets being vandalised, however anti-social behaviour still occurs between the toilets and The Galley / 1 Theatre Street.

As the public toilets have now been closed, visitors to Market Hill, have to rely on the hospitality of nearby cafes and pubs, or walk to the public toilets along Hamblin Road, or in Station Road Car Park, approx. 8-10 minute walk away respectively.

The Galley has suffered a number of break-in's and robberies over the years, with access largely being gained to the rear of the public toilets and over the boundary wall.

Unfortunately the Public Toilet site continues to have a detrimental effect on the quality of life of those in the neighbouring properties and surrounding Conservation Area.



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Figure 07: Existing Galley Restaurant location plan (scale 1:1250)



# LISTED BUILDING AND HISTORICAL CONTEXT

The Galley Restaurant, also known as 21 Market Hill, is an Early 17th Century Grade II listed, 3 storey, red brick building with modernised front. The façade has 2 no. ground floor sash windows and a multi-paned glazed door, a sashed bay window to the ground floor and a passageway under, on the left side.

Woodbridge is a market town in the Coastal District of Suffolk situated approximately 77 miles NE of London and 8 miles NE of Ipswich. The town is the twelfth largest in Suffolk covering some 5.2km<sup>2</sup> with a population of 11,341 at the 2011 Census.

A number of properties in the area are Grade I Listed (Shire Hall to the front and the St Mary the Virgin Church to the rear) and Grade II Listed, and the site is located within the Woodbridge Conservation Area. All listed buildings in Market Hill form a group around the Shire Hall.

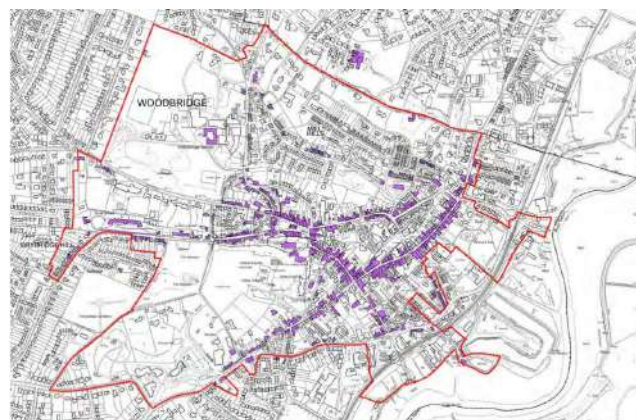
### Woodbridge Conservation Area:

The property falls within Character Area 4 (Market Hill), which extends from Theatre Street down to New Street.

The Woodbridge Conservation Area was first designated in 1969 and extended in 1975. A conservation study of the townscape quality of Woodbridge was carried out in 1976 by Alan Way and published by Suffolk County Council. Woodbridge Conservation Area is one of 34 Conservation Areas in the Suffolk Coastal District which are defined as 'areas of special architectural or historic interest, the character of which is desirable to preserve or enhance'.

In 2011 an appraisal of the Woodbridge Conservation area was carried out under the framework suggested by English Heritage (2006). Following public consultation, the Appraisal was adopted as a Supplementary Planning Document (SPD) in July 2011. Market Hill as characterised in the Conservation Area Appraisal as...

*"Today, Market Hill supports a quiet mix of residential and commercial uses, in common with Church Street, with specialist shops, offices around the perimeter, the Bull Hotel at one end and the King's Head Public House at the other. The Shire Hall is used to house a museum and the Town Council offices, which provide the correct balance of uses to preserve the vitality of the place, the original uses of the buildings and their preservation."*



Map of Woodbridge Conservation Area (2011 Appraisal p.4)

### Listed Building Details:

Historic England record the listing associated with 21 Market Hill as follows:

1. MARKET HILL 1852 (West Side) No 21

II GV

2. Early C17 building with modernised front, timber framed and plastered at rear, tiles, roughcast and slates in front. 2 windows, sash with exposed frames, glazing bars remain to upper half. One former 6-panel door, now with glazed upper part. sashed bay ground floor and 2 entrance below slate pent roof. Passageway under, left. All listed buildings in Market Hill form a group around the Shire Hall.

Listing NGR: TM2702649158

### Site History - Historic Maps:

The Ordnance Survey map extracts below and on the following pages show 21 Market Hill, from the late 18th Century (1887) to 1949. All maps show 21 Market Hill as occupying a mid terrace plot. (Some form of outbuilding to the rear of the property is only seen in the 1887 Ordnance Survey extract and does not appear in any later Ordnance Survey maps.



National Library of Scotland - 1887 Ordnance Survey Map Extract, scale six inch to one mile



National Library of Scotland - 1928 Ordnance Survey Map Extract, scale six inch to one mile



National Library of Scotland - 1905 Ordnance Survey Map Extract, scale six inch to one mile



National Library of Scotland - 1949 Ordnance Survey Map Extract, scale six inch to one mile

### Heritage Comments

The footprint of 21 Market Hill remains similar to that of today, however the land to the rear historically contained buildings along Theatre Street.

In 1963 permission was granted to demolish 1, 3 and 5 Theatre Street and replace them with a public space and a brick toilet facility.

Following the demolition of the existing properties along Theatre Street and creation of the public toilet block, the site has seen little change over the past 50 years or so. More recently Woodbridge Town Council have boarded up and closed the public toilets due to continued vandalism and anti-social behaviour.

Prior to the most recent planning approvals (which have yet to be implemented) - the most substantial changes to 21 Market Hill, was the change of use from an A1 Retail unit to an A3 Restaurant in 2003 (Ref. No: C/03/1424).

There are a number of non-period partition walls throughout the Galley Restaurant which we can assume were installed at a later date when the property was converted into a restaurant.

The majority of the proposed works are to occur within the non period part of the property and the toilet block itself. As such, visual impact on the conservation area will be minimal.

### Planning History

#### Previous Planning Applications:

2023 - Partial Change of use of the first and second floors of 21 Market Hill to create a 2 bedroom dwelling, retaining restaurant use at the ground and basement levels.  
Ref. No: DC/23/2342/FUL | Status: Application Permitted

2023 - Partial Change of use of the first and second floors of 21 Market Hill to create a 2 bedroom dwelling, retaining restaurant use at the ground and basement levels.  
Ref. No: DC/23/2343/LBC | Status: Application Permitted

2021 - Internal and external alterations to The Galley, including conversion of the existing public toilets and link extension, to create a production Kitchen and staff facilities. Construction of a new public toilet facility and creation of amenity land to 1 Theatre Street.  
Ref. No: DC/20/5116/LBC | Status: Application Permitted

2021 - Internal and external alterations to The Galley, including conversion of the existing public toilets and link extension, to create a production Kitchen and staff facilities. Construction of a new public toilet facility and creation of amenity land to 1 Theatre Street.  
Ref. No: DC/20/5115/FUL | Status: Application Permitted

2008 - Replacement of existing roof materials with peg tiles  
Ref. No: C/08/0364 | Status: Application Refused

2005 - Retention of externally illuminated restaurant sign  
Ref. No: C/05/0225 | Status: Application Permitted

2005 - Alterations in connection with fixing of a restaurant sign (retrospective application)  
Ref. No: C/05/0226 | Status: Application Permitted

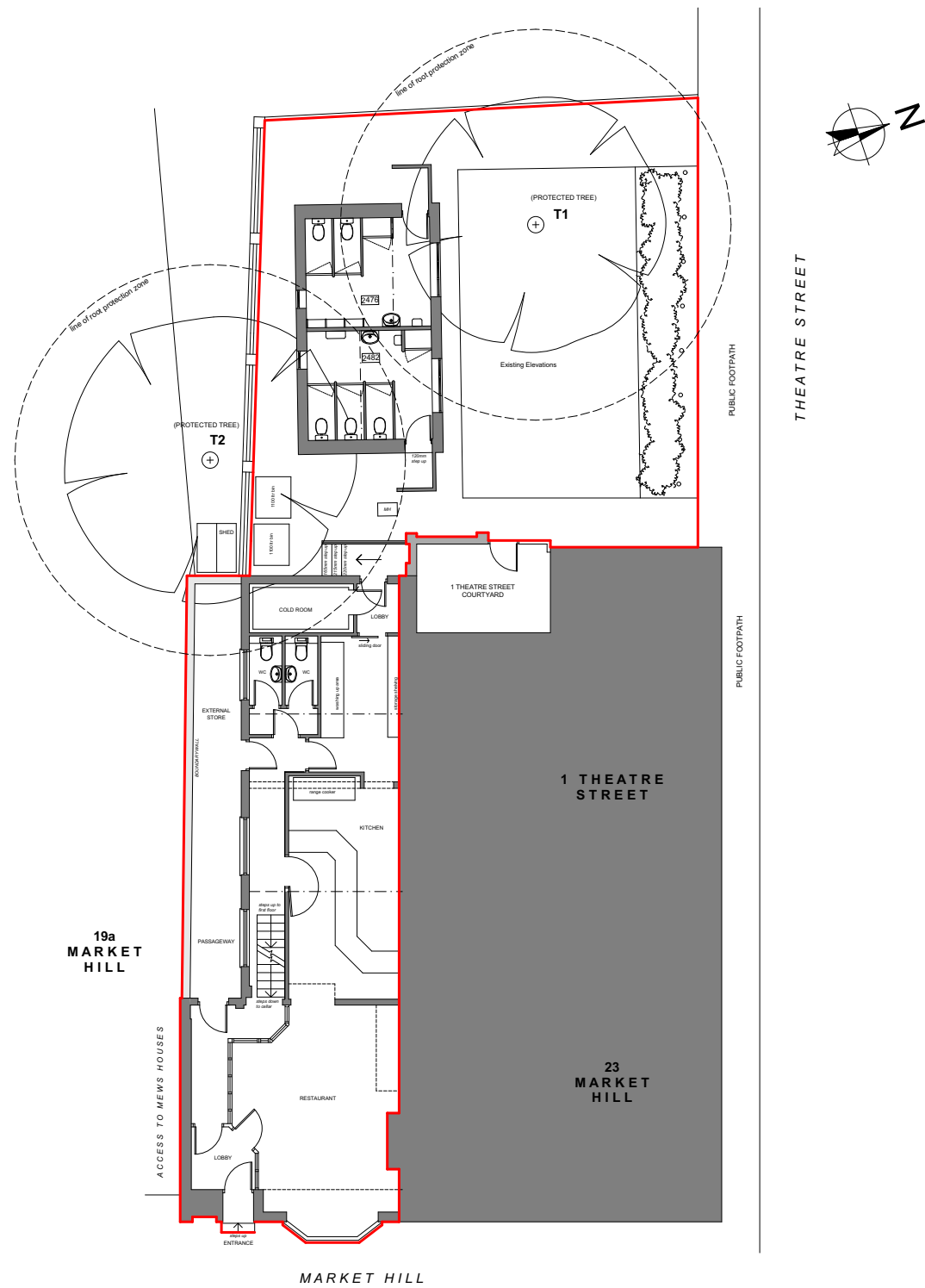
2003 - Alterations and additions in connection with change of use to restaurant  
Ref. No: C/03/1425 | Status: Application Permitted

2003 - Change of use from A1 retail to A3 restaurant, alterations and insertion of extractor fan and new door in rear elevation  
Ref. No: C/03/1424 | Status: Application Permitted

1974 - Retention of public conveniences on permanent basis  
Ref. No: C91 | Status: Application Permitted

1963 - Build public conveniences (demolish 1, 3 & 5 Theatre Street)  
Ref. No: E8172 | Status: Application Permitted

# EXISTING GROUND FLOOR PLAN



EXISTING GROUND FLOOR PLAN 1:200



# PROPOSED GROUND FLOOR PLAN 1:100

The proposed works to the Ground Floor of the Galley Restaurant, seek to:

- Construct a rear extension, linking the existing building and the proposed Production kitchen
- Reconfigure the internal kitchen, restaurant WCs and stores within the existing property
- Improve business security
- Create new Public WC and Disabled Public WC, accessed off Theatre Street
- Secure all bins in new designated Refuse Store

The proposed alterations are detailed as follows:

### Internal Alterations to rear of existing building:

1. All non-period internal partitions to be carefully removed to existing WCs and store to form new accessible WC with baby change, male and female WC, dry store and pot-wash area.

### Extension to rear:

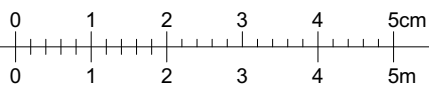
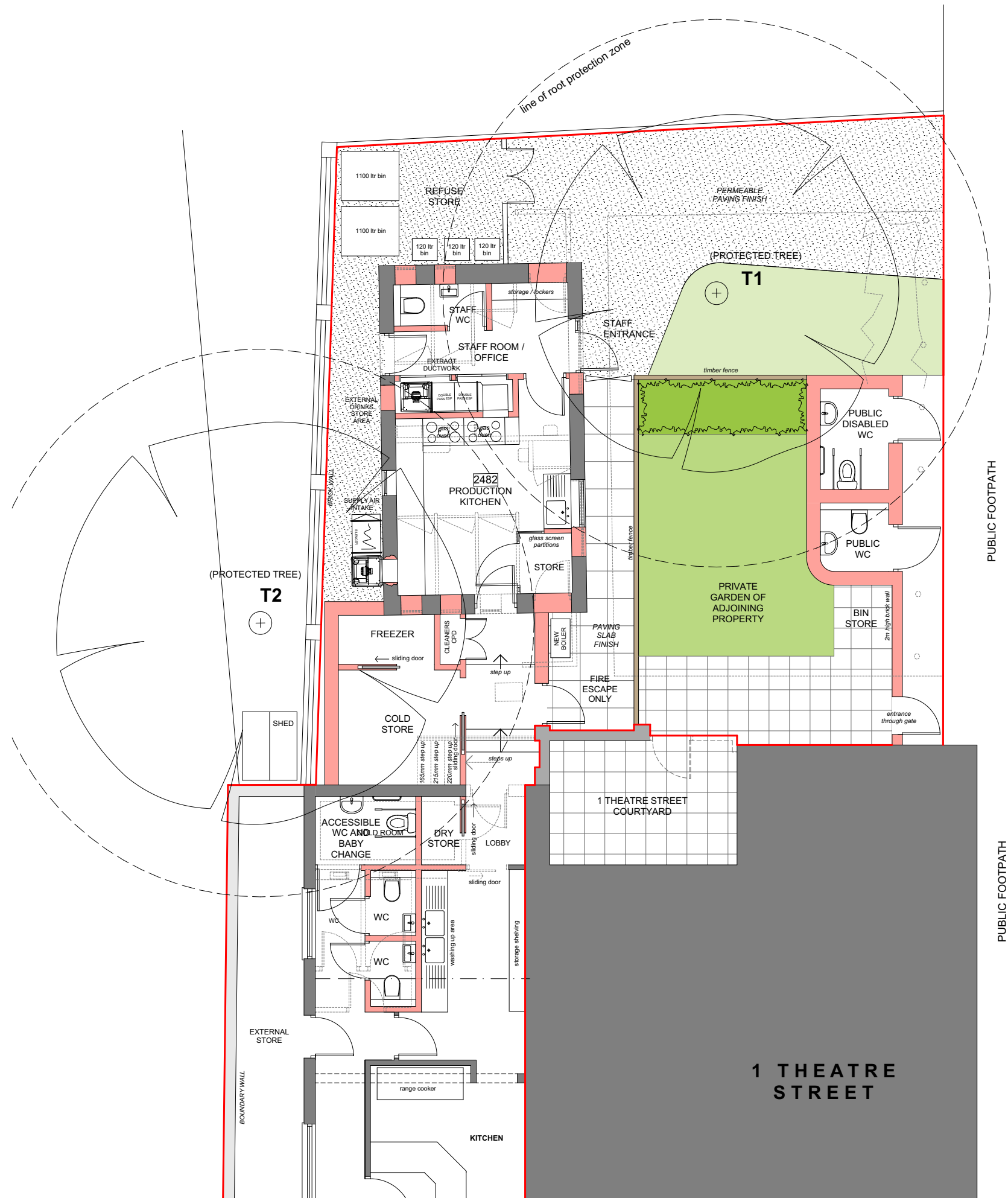
2. Construction of a new extension linking the rear of the Galley Restaurant with the proposed Production Kitchen and staff room/office, (within the existing Public Toilet building). Extension to be constructed using red brick, to match existing building, with a flat roof to match the level of existing Public Toilet.

### Conversion of existing Public Toilet:

3. Existing door openings and windows to be partially infilled and new openings formed for access to the extension, external store and staff entrance.
4. New Production Kitchen away from the busy serving kitchen within the existing building, for food preparation and demonstrations.

### Landscaping (land to the rear of 21 Market Hill):

5. New Public Disabled WC & Public WC to be built on Theatre Street, in traditional red brick finish with tiled roof and lantern, to provide a modern DDA compliant facility for community use.
6. Existing land to be segmented to form private garden and terrace for no. 1 Theatre Street. New 2m high brick boundary wall and gate to be to be built along Theatre Street, to enclose the site.
7. New secure refuse store to the west of the site, with direct access to Theatre Street for roadside collection and to secure the site restricting access to the boundary wall.
8. Existing trees (T1 and T2) to remain as existing. See Arboricultural Report, submitted alongside this document.





## PROPOSED SKETCH VIEWS

Proposed sketches have been prepared to provide a visual comparison between the existing site and the proposed scheme, including the 2 no. new Public WCs and brick wall facing Theatre Street.

The view from the top of Angel Lane (photo 2) is where the proposed brick wall and public WCs will be most noticeable. The choice of materials and styling however are sympathetic and are designed to reflect the surrounding area. Setting the brick walls back from the existing path and introducing low-level planting also soften the appearance and impact on the existing streetscape.

The views along Theatre Street, (photos 4 and 6), demonstrate how the proposed design of the toilets will be read as a garden building associated with no. 1 Theatre Street, to minimise visual impact.



**Photo 1:** Existing view of Public WCs from the top of Angel Lane (Prior to the public toilets being boarded up and taken out of action)



**Photo 2:** Proposed sketch view of brick wall, Public WC, Disabled WC and converted Public Toilet block beyond, from the top of Angel Lane



**Photo 3:** Existing view along Theatre Street, looking North - West (Prior to the public toilets being boarded up and taken out of action)



**Photo 4:** Proposed view along Theatre Street, looking North - West



**Photo 5:** Existing view along Theatre Street, looking South - East (Prior to the public toilets being boarded up and taken out of action)

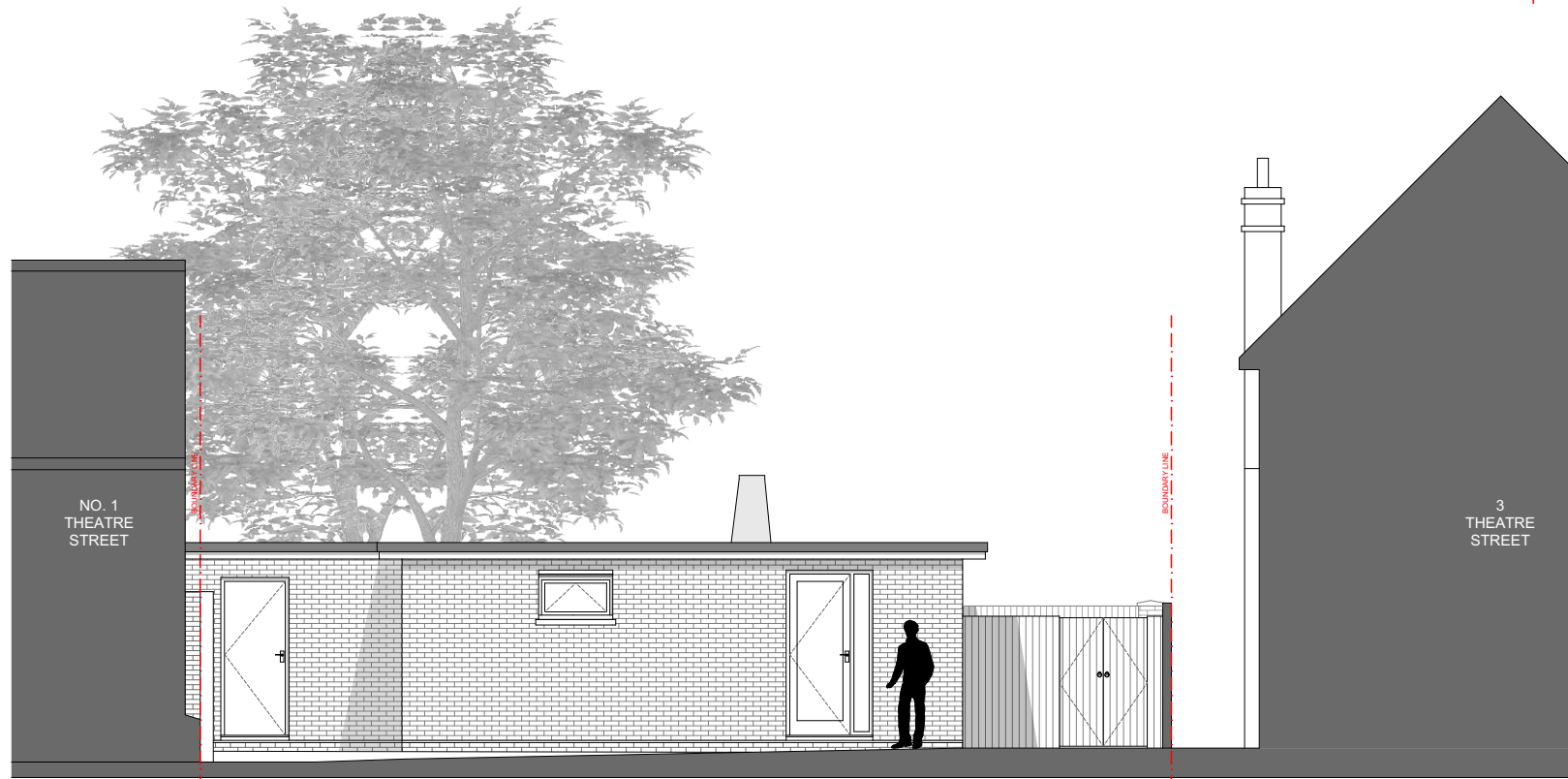
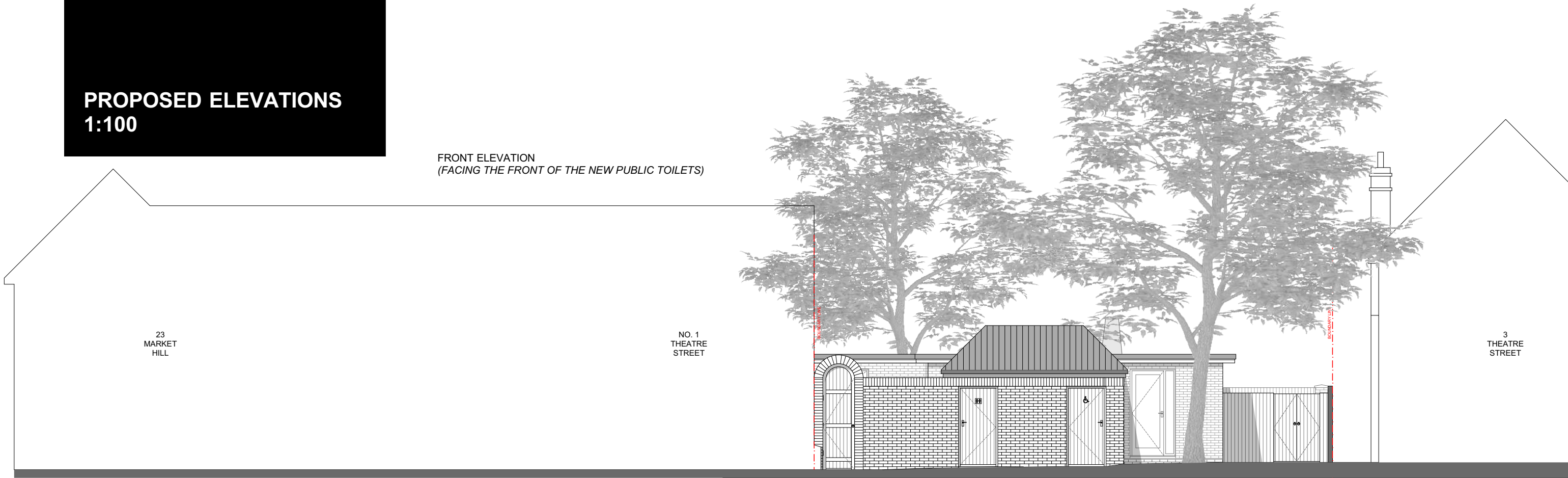


**Photo 6:** Proposed view along Theatre Street, looking South - East

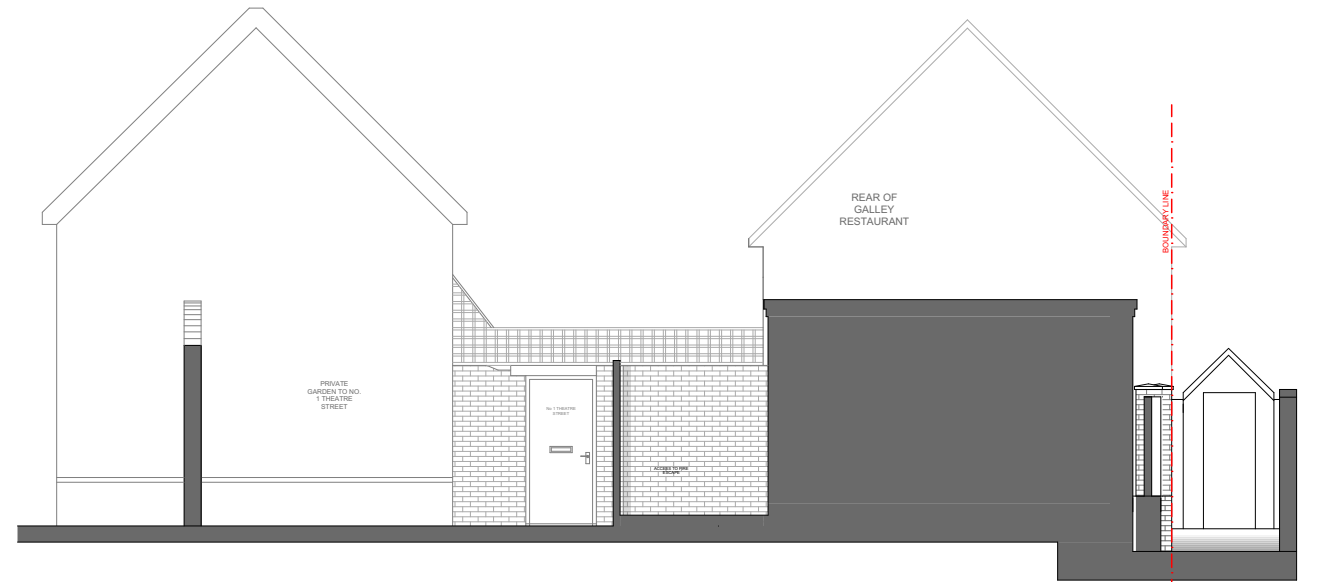
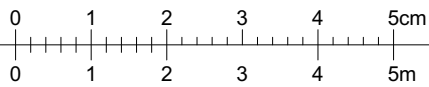


# PROPOSED ELEVATIONS 1:100

FRONT ELEVATION  
(FACING THE FRONT OF THE NEW PUBLIC TOILETS)

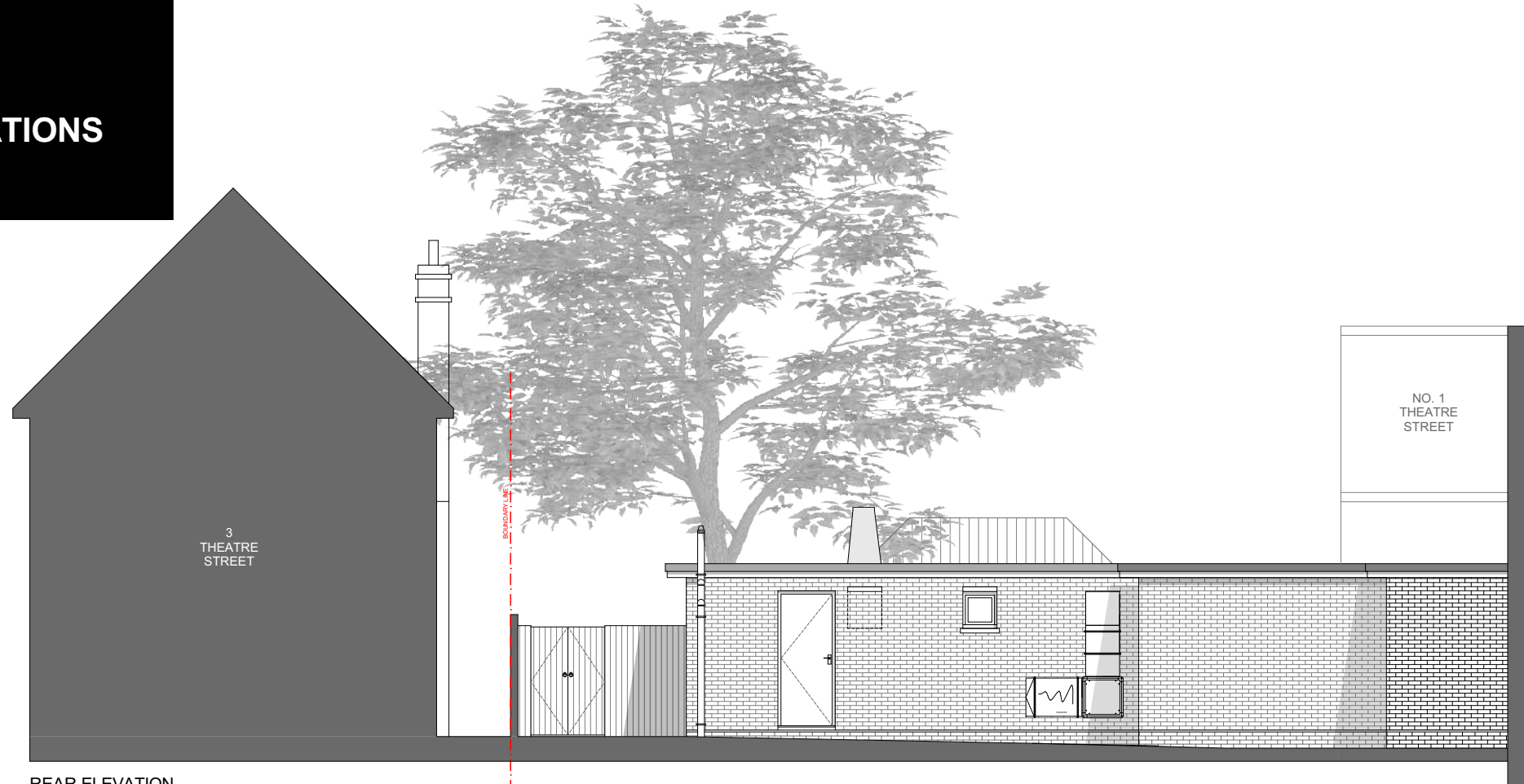


FRONT ELEVATION  
(FACING THE NEW REAR ENTRANCE TO THE GALLEY RESTAURANT)

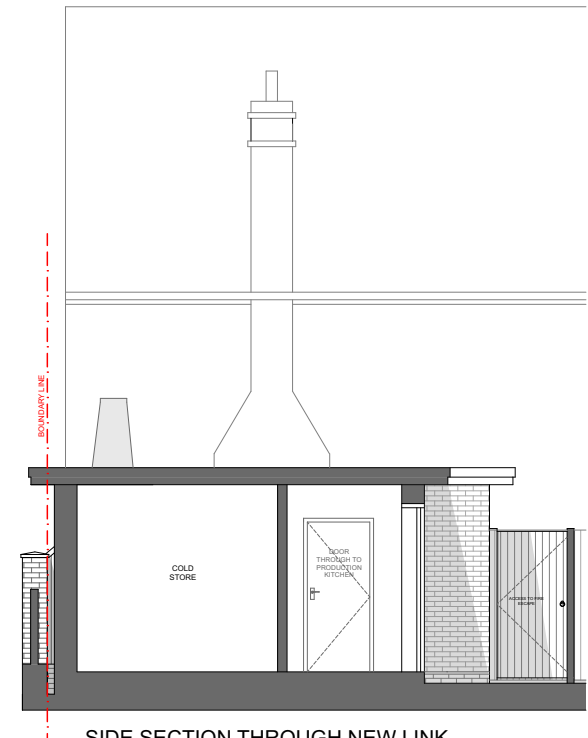


SIDE ELEVATION  
(FACING 1 THEATRE STREET AND REAR OF GALLEY RESTAURANT - SECTION THROUGH NEW LINK EXTENSION)

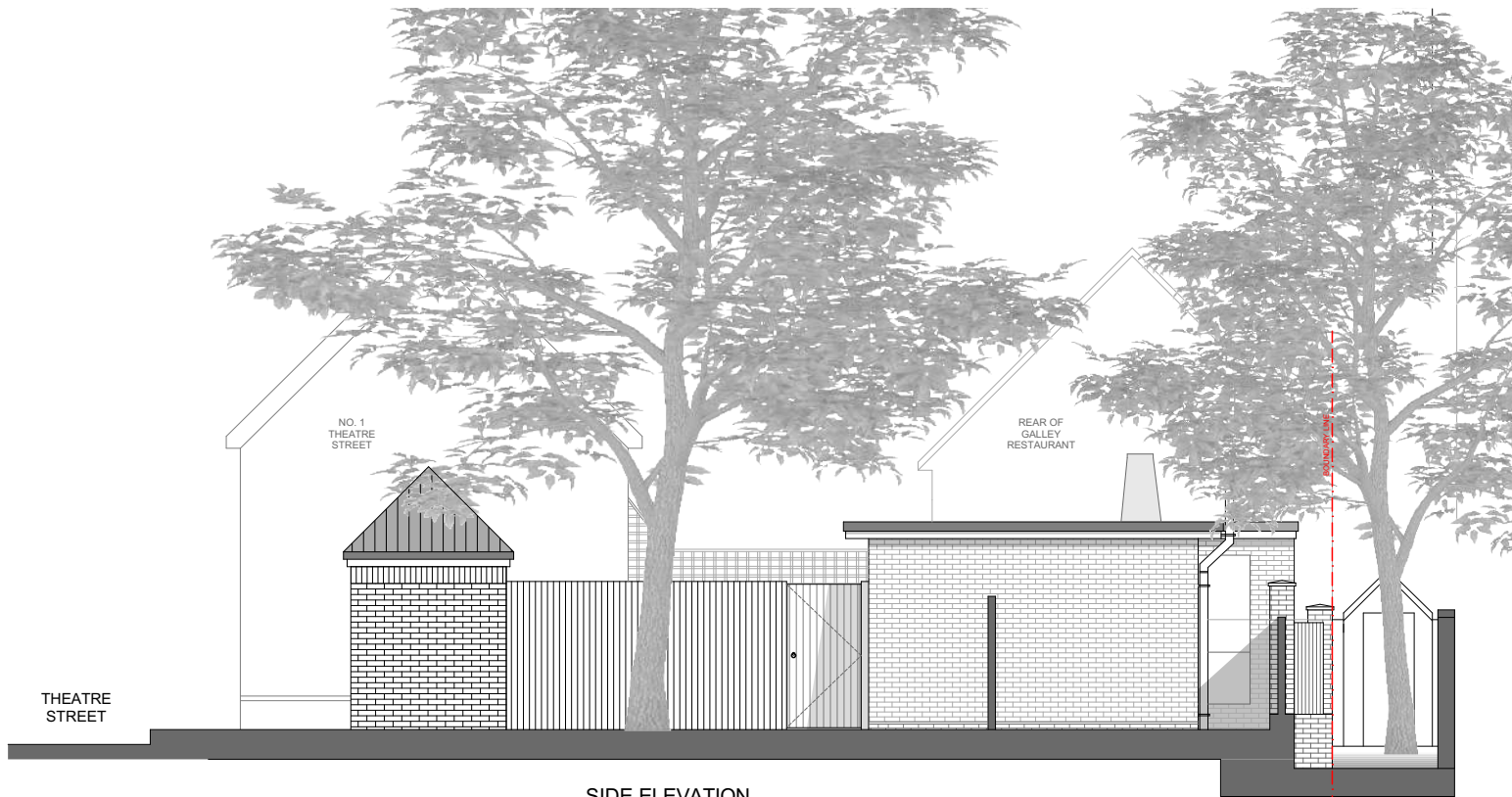
# PROPOSED ELEVATIONS 1:100



REAR ELEVATION  
(FACING REAR OF NEW GALLEY EXTENSION)



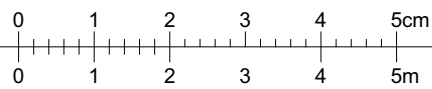
SIDE SECTION THROUGH NEW LINK  
(FACING TOWARDS NO. 3 THEATRE STREET)



SIDE ELEVATION  
(FACING NEW PUBLIC TOILETS AND SIDE OF GALLEY RESTAURANT EXTENSION)

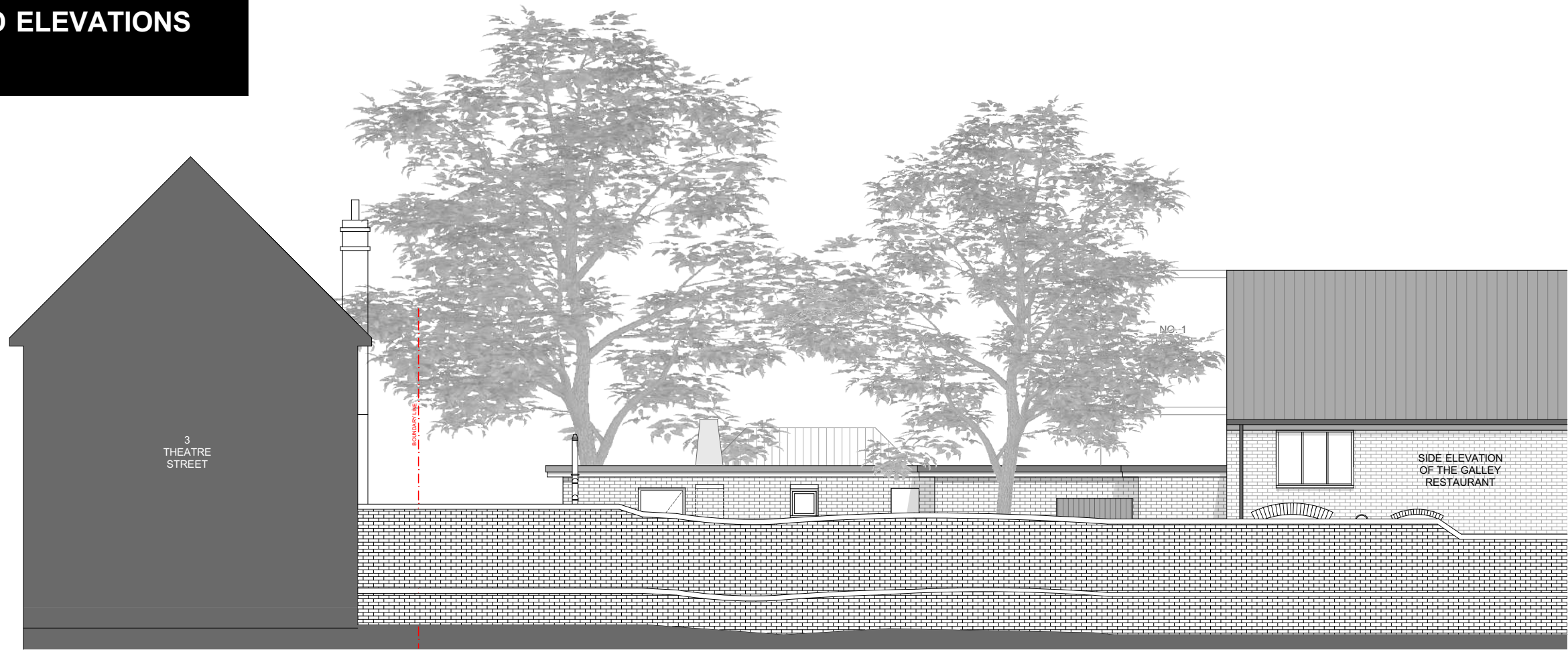


SIDE ELEVATION  
(FACING 1 THEATRE STREET AND SECTION THROUGH GALLEY RESTAURANT EXTENSION)





**PROPOSED ELEVATIONS**  
**1:100**



REAR ELEVATION  
(LOOKING FROM OPPOSITE SIDE OF BOUNDARY WALL)



## PREVIOUS PLANNING APPROVALS



Plaice Design Company Ltd  
Plaice Design Company Ltd  
5A Market Hill  
Woodbridge  
IP12 1EB

### Planning Permission

**Town and Country Planning Act 1990**  
**The Town and Country Planning (Development Management Procedure) (England) Order 2015**

**Our reference** DC/20/5115/FUL  
**Date valid** 16 December 2020  
**Site** The Galley, 21 Market Hill, Woodbridge  
**Parish** Woodbridge  
**Proposal** Proposed internal and external alterations to The Galley, Woodbridge - including conversion of the existing public toilets and link extension, to create a production Kitchen and staff facilities. Construction of a new public toilet facility and creation of amenity land to 1 Theatre Street.

Permission is hereby **granted** by East Suffolk Council as local planning authority for the purposes of the Town and Country Planning Act 1990, for development in complete accordance with the application shown above, the plan(s) and information contained in the application, and subject to compliance with the following conditions as set out below. Your further attention is drawn to any informatives that may have been included.

In determining the application, the council has given due weight to all material planning considerations including policies within the development plan as follows:

National Planning Policy Framework 2019

SCLP3.3 - Settlement Boundaries (East Suffolk Council - Suffolk Coastal Local Plan, Adopted September 2020)

LEGAL ADDRESS East Suffolk House, Station Road, Melton, Woodbridge IP12 1RT



Plaice Design Company Ltd  
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5A Market Hill  
Woodbridge  
IP12 1EB

### Listed Building Consent

**Planning (Listed Buildings and Conservation Areas) Act 1990**  
**The Planning (Listed Buildings and Conservation Areas) (Amendment No.2) (England) Regulations 1990 (as amended)**

**Our reference** DC/20/5116/LBC  
**Date valid** 16 December 2020  
**Site** The Galley, 21 Market Hill, Woodbridge  
**Parish** Woodbridge  
**Proposal** Listed Building Consent - Internal and external alterations to The Galley, including conversion of the existing public toilets and link extension, to create a production Kitchen and staff facilities. Construction of a new public toilet facility and creation of amenity land to 1 Theatre Street.

Listed building consent is hereby **granted** by East Suffolk Council pursuant to Section 8 of the Planning (Listed Building and Conservation Areas) Act 1990 for the works to the listed building(s) in both cases described above in complete accordance with the plans and information contained in the application and subject to compliance with the following conditions as set out below. Your further attention is drawn to any informatives that may have been included.

In determining the application, the council has given due weight to all material planning considerations including policies within the development plan as follows:

National Planning Policy Framework 2019

SCLP3.2 - Settlement Hierarchy (East Suffolk Council - Suffolk Coastal Local Plan, Adopted September 2020)

LEGAL ADDRESS East Suffolk House, Station Road, Melton, Woodbridge IP12 1RT



## CONCLUSION

The proposed works outlined within this Design, Access & Heritage Statement and on the submitted drawings, have been carefully considered to minimise the impact to the existing Listed Building and associated Conservation Area.

Planning Permission and Listed Building Consent were previously granted in 2021 and the proposed works within this submission have not changed from what was previously approved.

The proposed works will improve the layout of the restaurant, improve security for the business, help to reduce the potential for crime/anti-social behaviour in the area and will expand the offering The Galley restaurant is able to provide.

The creation of 2 Nr new public toilets will reprove a much needed facility in this area of Woodbridge and will visually improve the gateway to Market Hill when travelling along Theatre Street.

It is hoped these proposals are again viewed favourably and granted approval in due course.

**Plaice Design Co. Ltd**

5A Market Hill, Woodbridge, Suffolk. IP12 4LP | 01394 610844

The Casino, Gun Hill, Southwold, Suffolk. IP18 6HF | 01502 722426

info@plaice.org.uk | www.plaicemaking.net

