

**Planning Licensing and Finance Committee  
Minutes of the meeting held at the Guildhall, Bury St Edmunds  
on Wednesday 8 April 2026 at 6.00 pm**

**Present:** Cllrs Iannelli-Popham (Chair), Armitage, Hind, (BSETC Deputy Mayor, ex-officio with full voting rights), McGoochan and Sayer.

**Also present:** Jodie Budd (Town Clerk), and Nicola Whittle (RFO/Assistant Town Clerk)

**1. To receive apologies for absence**

Apologies received from Cllr Higgins (BSETC Town Mayor)

**2. Declarations of interest and additions to registers**

Cllrs Armitage, Higgins, Hind and Sayer declared a local non-pecuniary interest as District Councillors.

**3. To consider written applications for a dispensation, relieving members from the restrictions in section 31(4) of the Localism Act 2011, and to specify the period for which dispensation is granted**  
None.

**4. To approve and sign the minutes of the P,L&F meeting of 25<sup>th</sup> March 2026.**

Resolution Record (Delegated Powers): **P,L&F/101/08/Apr/26**

That the minutes of the meeting of the Planning, Licensing and Finance committee of 25<sup>th</sup> March 2026 be signed as an accurate record.

**5. Public forum**

No members of public wished to speak at the meeting.

**6. To consider planning and licensing applications:**

6.1 List A

**DC/26/0385/LB**

Ward: Conservation Area/Article 4 Direction

Application for listed building consent - a. insertion of letterbox into existing boundary wall b. installation of metal flue to side elevation roof slope c. installation of wood burner to ground floor  
37 College Street Bury St Edmunds Suffolk IP33 1NL

Applicant: Ms Amanda Skull

Resolution Record (Delegated Powers): **P,L&F/102/08/Apr/26**

**Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council reserves judgement on this application pending environmental comments regarding concerns of air pollution.**

**DC/26/0399/HH**

Ward: Southgate

Householder planning application - extension to existing dormer on side elevation  
81 Home Farm Lane Bury St Edmunds Suffolk IP33 2QL

Applicant: Mr Gary Johnson

Resolution Record (Delegated Powers): **P,L&F/103/08/Apr/26**

**That based on information received Bury St Edmunds Town Council recommends APPROVAL**



**DC/26/0411/HH**

Ward: Southgate

Householder planning application - single storey rear and side extension (following demolition of existing outbuilding)

61 Nowton Road Bury St Edmunds Suffolk IP33 2BU

Applicant: D And F Morrish

Resolution Record (Delegated Powers): **P,L&F/103/08/Apr/26****Based on information received and Bury St Edmunds Town Council recommends APPROVAL****DC/26/0442/TCA**

Ward: Minden

Conservation Area/Article 4 Direction

Trees in a conservation area notification - one Catalpa (marked on plan) fell

30 York Road Bury St Edmunds Suffolk IP33 3EG

Applicant: Jayne Hilaire

Resolution Record (Delegated Powers): **P,L&F/104/08/Apr/26****That based on information received Bury St Edmunds Town Council recommends REFUSUAL as no justification to fell the tree is given.****DC/26/0454/HH**

Ward: Eastgate

Conservation Area/Article 4 Direction

Householder planning application- single storey rear extension (following demolition of existing extension)

18 Orchard Street Bury St Edmunds Suffolk IP33 1EH

Applicant: FR And Mrs S Brown

Resolution Record (Delegated Powers): **P,L&F/105/08/Apr/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL**

6.2 List B

**DC/26/0405/HH**

Westgate Ward

Householder planning application - single storey rear extension

25 Rembrandt Way Bury St Edmunds Suffolk IP33 2LR

Applicant: Mr And Mrs Walter And Bernadette McCann

Resolution Record (Delegated Powers): **P,L&F/106/08/Apr/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL****DC/26/0408/ADV**

Abbeygate Ward

Conservation Area/Article 4 Direction

Application for advertisement consent - a. two non-illuminated hanging signs b. two non-illuminated projecting signs c. eight window vinyl's

17 Cornhill Bury St Edmunds Suffolk IP33 1DY

Applicant: Mr Tom Parke

Resolution Record (Delegated Powers): **P,L&F/107/08/Apr/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL**

**DC/26/0426/HH**

Southgate Ward

Householder planning application - a. single storey rear extension (following demolition of existing conservatory and breakfast room) b. replacement roof on front elevation from flat to pitched  
1 Links Close Bury St Edmunds Suffolk IP33 2TH

Applicant: Mr M Eastwood

Resolution Record (Delegated Powers): **P,L&F/108/08/Apr/26**

**That based on information received Bury St Edmunds Town Council recommends APPROVAL**

**DC/26/0437/ADV**

Minden

Application for advertisement consent - three replacement externally illuminated digital screens  
Glasswells Ltd Dettingen Way Bury St Edmunds Suffolk IP33 3TU

Applicant: Mr Archer

Resolution Record (Delegated Powers): **P,L&F/109/08/Apr/26**

**That based on information received Bury St Edmunds Town Council recommends APPROVAL subject to highways approval and confirmation from Environmental Health on light pollution.**

**DC/26/0466/LB**

Abbeygate Ward

Conservation Area/Article 4 Direction

Application for listed building consent - installation of cat fence barrier to boundary wall  
147 Southgate Street Bury St Edmunds Suffolk IP33 2AF

Applicant Ms Finn

Resolution Record (Delegated Powers): **P,L&F/110/08/Apr/26**

**Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL**

**DC/26/0484/HH**

Abbeygate Ward

Conservation Area/Article 4 Direction

Householder planning application - a. insertion of letterbox into existing boundary wall b. installation of metal flue to side elevation roof to side elevation roof slope  
37 College Street Bury St Edmunds Suffolk IP33 1NL

Applicant: Ms Amanda Skull

Resolution Record (Delegated Powers): **P,L&F/111/08/Apr/26**

**Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council reserves judgement on this application pending environmental comments regarding concerns of air pollution.**

**DC/26/0485/HH**

Minden Ward

Conservation Area/Article 4 Direction

Householder planning application - replacement windows to front elevation  
13 West Road Bury St Edmunds Suffolk IP33 3EL

Applicant: Mr Seeley

Resolution Record (Delegated Powers): **P,L&F/112/08/Apr/26**

**Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council initially recommends REFUSAL as not in keeping with the conservation area, however if the Conservation Officer is happy, the town council would not object.**



**DC/26/0487/VAR**

Fornham St. Martin Cum St. Genevieve

**FOR INFORMATION ONLY DUE TO LOCATION**

Planning application - variation of condition 1 of DC/24/1072/VAR to allow use of amended plans for waste transfer area of site for municipal operational hub comprising waste transfer station, household waste recycling centre (including reuse building), fleet depot (including offices), public realm maintenance depot and associated infrastructure including accesses, paths, internal roads and paths, parking, weighbridges, and landscaping

Applicant: Steve Farnell

**Noted**

**7. To approve expenditure of £3915.54 + VAT (£783.10) Total £4698.64, to purchase 6 benches covering 3 new community education wildlife areas on Moreton Hall, Sicklesmere Road and Nowton Road allotments.**

Resolution Record (Delegated Powers): P,L&amp;F/113/08/Apr/26

**Members approved expenditure of £4698.64 (Incl. VAT) to purchase 6 benches from the EMR323 Allotments.**

**8. To approve the Fixed Asset register for 2025/2026**

Resolution Record (Delegated Powers): P,L&amp;F/114/08/Apr/26

**To approve the Fixed Asset Register for 2025/2026 subject to the sum insured for Mayoral Regalia be reviewed and brought back to the next meeting on 22<sup>nd</sup> April 2026.**

**9. To approve the amendments and to adopt the Financial Regulations**

Resolution Record (Delegated Powers): P,L&amp;F/115/08/Apr/26

**Amendments approved and to adopt the Financial Regulations**

**10. Date of next meeting: Wednesday 22<sup>nd</sup> April 2026 at 6pm**

The meeting closed at 6.35pm

Signed \_\_\_\_\_ Dated \_\_\_\_\_

