Planning Licensing and Finance Committee
Minutes of the meeting held at the Guildhall, Bury St Edmunds
on Wednesday 14 October 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: Nicola Whittle (Deputy Clerk/RFO)

1. To receive apologies for absence
Apologies were received from Cllr Higgins & Jodie Budd (Town Clerk)

2. Declarations of interest and additions to registers
Cllrs Armitage, 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 23 September 2026.
Resolution Record (Delegated Powers): **P,L&F/294/14/Oct/26**
That the minutes of the meeting of the Planning, Licensing and Finance committee of 23 September 2026 be signed as an accurate record.

5. Public forum
No members of public were present.

6. To consider planning and licensing applications:
6.1 List A
DC/26/1364/FUL
Ward: Eastgate Conservation Area/Article 4 Direction
Planning application - change of use of part of property to commercial/retail
14 Brentgovel Street Bury St Edmunds Suffolk IP33 1EB
Applicant: Mr E Harris
Resolution Record (Delegated Powers): **P,L&F/295/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1380/HH
Ward: Eastgate Conservation Area/Article 4 Direction
Householder planning application - a. single storey rear extension (following demolition of existing conservatory) b. removal of door rear elevation c. replace window with door on rear elevation
36 Well Street Bury St Edmunds Suffolk IP33 1EQ
Applicant: Mr Rowland Smith
Resolution Record (Delegated Powers): **P,L&F/296/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1381/LB
Ward: Eastgate Conservation Area/Article 4 Direction
Application for listed building consent - a. internal alterations b. single storey rear extension (following demolition of existing conservatory) c. removal of door rear elevation d. replace window with door on rear elevation
36 Well Street Bury St Edmunds Suffolk IP33 1EQ
Applicant: Mr Rowland Smith
Resolution Record (Delegated Powers): **P,L&F/297/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1410/HH
Ward: Minden
Householder planning application - a. single storey front extension b. removal of door on side elevation
118 Winthrop Road Bury St Edmunds Suffolk IP33 3XW
Application: Mr & Mrs Weldon
Resolution Record (Delegated Powers): **P,L&F/298/14/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1414/VAR
Ward: Minden
Planning application - variation of condition 2 of **DC/26/0438/HH** to allow for use of amended plans for a. single storey side and rear extension (following demolition of existing detached garage) b. removal of chimney and first floor side elevation window
18 Gainsborough Road Bury St Edmunds Suffolk IP33 3RX
Applicant: Mr and Miss Minns & Broadwood-Smith
Resolution Record (Delegated Powers): **P,L&F/299/14/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1449/TCA
Ward: Minden
Conservation Area/Article 4 Direction Trees in a conservation area notification - one Crab Apple (marked on plan) fell
34 Queens Road Bury St Edmunds Suffolk IP33 3EP
Applicant: Mr Stuart Langston
Resolution Record (Delegated Powers): **P,L&F/300/14/Oct/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/26/1433/TPO
Ward: Abbeygate Conservation Area/Article 4 Direction
TPO 021 (2017) tree preservation order - one Cherry (T1 on plan and on order) fell
The Aviary Shirehall Way Bury St Edmunds Suffolk IP33 2ED
Applicant: Miss Katy Durrant
Resolution Record (Delegated Powers): **P,L&F/301/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1435/LB
Ward: Eastgate
Application for listed building consent - a. removal of west elevation plinth render with brickwork repairs b. installation of cellar vent grilles c. renewal of south ground floor corridor flooring
Northgate House 8 Northgate Street Bury St Edmunds Suffolk IP33 1HQ
Applicant: Ms Sara Bear
Resolution Record (Delegated Powers): **P,L&F/302/14/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

Licensing Application: Premises: Platts
Applicant: Adam Platts
Location: 66A St Johns Street Bury St Edmunds Suffolk IP33 1SJ
Proposed Licensable Activities: Monday to Sunday 12:00 – 22:30
Resolution Record (Delegated Powers): **P,L&F/303/14/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

6.3 List C
DC/26/1213/HH
Ward: Southgate Conservation Area/Article 4 Direction
Householder planning application - a. flat roof to rear of dwelling b. replacement of three existing windows and two doors to rear of dwelling with three windows and one door c. extension of south-east elevation and raise roof height of existing garage
149 Southgate Street Bury St Edmunds Suffolk IP33 2AF
Applicant: Mr & Mrs G Redhead
Resolution Record (Delegated Powers): **P,L&F/304/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1215/LB
Ward: Southgate Conservation Area/Article 4 Direction
Application for listed building consent - a. flat roof to rear of dwelling b. replacement of three existing windows and two doors to rear of dwelling with three windows and one door c. extension of south-east elevation and raise roof height of existing garage d. internal alterations to downstairs kitchen and toilet e. internal alterations form for ensuite bathrooms to bedrooms one and four
149 Southgate Street Bury St Edmunds Suffolk IP33 2AF
Applicant: Mr & Mrs G Redhead
Case Officer: Charlotte Russell
Resolution Record (Delegated Powers): **P,L&F/305/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1326/FUL
Ward: Westgate
Re-Consultation – Amended application - Planning application - a. one dwelling and detached garage b. two electric gates to access of dwellings – **Previously considered by P,L & F committee 23.09.26 That based on information received Bury St Edmunds Town Council OBJECTS on the grounds of excessive height**.
Holywell Cottage Boon Close Bury St Edmunds Suffolk IP33 2LG
Applicant: Mr David Reid
Resolution Record (Delegated Powers): **P,L&F/306/14/Oct/26**
That based on information received Bury St Edmunds Town Council maintains OBJECTION on the grounds of excessive height.

DC/26/1459/ADV
Ward: Eastgate Conservation Area/Article 4 Direction
Application for advertisement consent - three non-illuminated fascia signs
14 Brentgovel Street Bury St Edmunds Suffolk IP33 1EB
Applicant: Mr E Harris
Case Officer: Philip Crutchlow
Resolution Record (Delegated Powers): **P,L&F/307/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1472/HH
Ward: Tollgate
Householder planning application - two storey side and rear extension following demolition of existing single storey garage)
2 Baldwin Avenue Bury St Edmunds Suffolk IP32 6DW
Applicant: Mr And Mrs Kane Johnson
Resolution Record (Delegated Powers): **P,L&F/308/14/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1480/LB
Ward: Eastgate Conservation Area/Article 4 Direction
Application for listed building consent - the display of external signage in association with the use of the south-east ground floor room for commercial purposes
14 Brentgovel Street Bury St Edmunds Suffolk IP33 1EB
Applicant: Mr E Harris
Resolution Record (Delegated Powers): **P,L&F/309/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1485/TPO
Ward: Moreton Hall
TPO 309(1973) tree preservation order - works stated on submitted tree schedule of works
21 Radnor Close Bury St Edmunds Suffolk IP32 7JL
Applicant: Matt Vernon
Resolution Record (Delegated Powers): **P,L&F/310/14/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1505/TCA
Ward: Abbeygate Conservation Area/Article 4 Direction
Trees in a conservation area notification - one Acer (marked T1 on plan) overall reduction in height by up to 1.5 metres; one London Plan (marked T2 on plan) reduce extended branches by up to one metre and reduce the main trunk and adjacent side limb by one metre; one White Mulberry (marked T3 on plan) overall crown reduction by two metres and remove extended limbs by up to three metres; one Tulip (marked T4 on plan) reduce extended branches by one metre and overall crown reduction by one metre; one Leylandii (marked T5 on plan) overall crown reduction by up to 1.5 metres; one Acer (marked T6 on plan) fell
47 Guildhall Street Bury St Edmunds Suffolk IP33 1QF
Applicant: Mr Michael Jones
Resolution Record (Delegated Powers): **P,L&F/311/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1510/TCA
Ward: Minden Conservation Area/Article 4 Direction
Trees in a conservation area notification - one Acacia (on plan) crown reduction in height by five metres and lateral crown reduction by two metres the application is to significantly reduce height (min 5 meters) without causing long term damage. We would engage the same tree surgeon who has worked on this tree previously (JPM Tree Services) to reduce the crown, thin where needed, light the crown as required and shape the tree to ensure it remains manageable in size and appearance, ensuring the tress good health and keeping ourselves and our neighbours and property safe from injury and damage
121 Queens Road Bury St Edmunds Suffolk IP33 3ES
Applicant: Miss Elaine Hammond
Resolution Record (Delegated Powers): **P,L&F/312/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1512/TCA
Ward: Tollgate Conservation Area/Article 4 Direction
Trees in a conservation area notification - one Ash (marked T001 on plan) remove lowest branch overhanging neighbouring garden and reduce extended limbs overhanging neighbouring garden by up to one metre and one Holly (marked T002 on plan) fell
7 Springfield Road Bury St Edmunds Suffolk IP33 3AN
Applicant: Mr Troy Sparkes
Resolution Record (Delegated Powers): **P,L&F/313/14/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1518/TCA
Ward: Minden Conservation Area/Article 4 Direction
Trees in a conservation area notification - one Damson (marked T1 on plan) fell
133 York Road Bury St Edmunds Suffolk IP33 3EE
Applicant: Mr Tom Stanton
Resolution Record (Delegated Powers): **P,L&F/314/14/Oct/26**
That based on information received subject to conservation area and article 4 direction, Bury St Edmunds Town Council OBJECTS on the grounds of no explanation and lack of justification.

7. To approve the quote for Laptop for the Assistant Warden
Members discussed the quotation received from West Suffolk Council for new laptop purchase for the Assistant Warden.
Resolution Record (Delegated Powers): **P,L&F/315/14/Oct/26**
Members discussed and approved the purchase of a Dell Pro 5 16 (16" laptop) £879 (excl. VAT) from West Suffolk Council and to be funded from General Reserves.

8. To approve tree works at Sickesmere allotments
Members discussed the 3 quotations received from various contractors for the Pollarding of 1 White Willow Tree and 1 Sycamore Tree at Sicklesmere allotments.
Resolution Record (Delegated Powers): **P,L&F/316/14/Oct/26**
Members discussed the 3 quotations and approved quotation 1, £1,400 (Excl. VAT).

9. To discuss and note Parish Consultation: 2026 audit of settlement services and facilities.
Resolution Record (Delegated Powers): **P,L&F/317/14/Oct/26**
Member discussed the new local plan and agreed that Cllr Iannelli-Popham would review this with the Town Clerk.

10. Date of next meeting: **Wednesday 28th October 2026 at 6.00pm**

The meeting closed at 6.27pm

Signed _____ Dated 28/10/26