

**Planning Licensing and Finance Committee
Minutes of the meeting held at the Guildhall, Bury St Edmunds
on Wednesday 26 August 2026 at 6.00 pm**

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

Also present: Jodie Budd (Town Clerk), Nicola Whittle – RFO/Assistant Town Clerk and Josh Harris from M & D Developments.

1. To receive apologies for absence

Apologies were received from Cllr Hind.

2. Declarations of interest and additions to registers

Cllrs Armitage, Higgins, and Sayer declared a local non-pecuniary interest as District Councillors. Cllr Iannelli-Popham declared a non-pecuniary interest on planning application **DC/26/0272/FUL**.

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 12 August 2026.

Resolution Record (Delegated Powers): **P,L&F/259/26/Aug/26**

That the minutes of the meeting of the Planning, Licensing and Finance committee of 2026 be signed as an accurate record.

5. Public forum

Josh Harris from M & D Developments spoke at the meeting on planning application **DC/25/1635/VAR**.

6. To consider planning and licensing applications:

6.1 List A

DC/26/0272/FUL

Ward: Minden Conservation Area/Article 4 Direction

Re-Consultation - Amendment to description (to include relocation of side window) and amended proposed ground floor (layout) and elevations received 24 July 2026. Planning application - a. change of use from 5 person house of multiple occupancy (HMO) (class C4) to 7 person HMO (sui generis) b. addition of render to front elevation c. relocation of front door with replacement front porch d. changes to fenestration including infill of garage door to form window and relocation of east elevation window d. single storey side extension.

Previously considered by P,L & F Committee – 11 March 2026 - Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

123 Queens Road Bury St Edmunds Suffolk IP33 3ES

Applicant: Mr Mark Lambert

Resolution Record (Delegated Powers): **P,L&F/260/26/Aug/26**

Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL subject to the Housing and Environmental team having no objections.

DC/26/1178/VAR

Ward: Eastgate

Planning application - variation of condition 4 of **DC/18/2421/FUL** to remove occupational restriction condition to be able to rent the apartment to non-employed individuals for (a) change of use of storage area (D1) to one apartment (C3) (b) creation of two dormer windows c) creation of external staircase (d) and the creation of balcony

84 Hollow Road Bury St Edmunds Suffolk

Applicant: Marthinus Roberttse

Resolution Record (Delegated Powers): **P,L&F/261/26/Aug/26**

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

DC/26/1181/ADV

Ward: Tollgate

Application for advertisement consent - internally illuminated free standing digital screen Tollgate Service Station Tollgate Lane Bury St Edmunds Suffolk IP32 6EE Applicant: Wildstone Estates Limited Case Officer: Oliver Bingham

Resolution Record (Delegated Powers): **P,L&F/262/26/Aug/26**

That based on information received Bury St Edmunds Town Council recommends APPROVAL subject to highway conditions being adhered to.

DC/26/1193/FUL

Ward: Westgate

Planning application - covered pergola and relocation of existing pergola Spread Eagle Out Westgate Bury St Edmunds Suffolk IP33 2DE

Applicant: Greene King

Resolution Record (Delegated Powers): **P,L&F/263/26/Aug/26**

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

6.2 List B

DC/25/1635/VAR

Ward: Abbeygate

Re-Consultation – Following Highways response

Planning application - Variation of condition 2 of DC/21/2312/FUL (allowed at appeal) (Planning application - Change of use from school site to public access car park for 269 cars with new vehicular access and exit from Parkway (RSA and additional information submitted 1/3/23) (Further information and Amended plans submitted 15/1/24) - to enable for the use of amended plans – **Previously considered by P,L & F Committee 12th Nov 2025** - Based on information received Bury St Edmunds Town Council maintains a HOLDING OBJECTION pending comments from SCC Highways the rationale for changing the previous application is not clear

St Benedicts Lower School St Andrews Street South Bury St Edmunds Suffolk

Applicant: Philip Cobbold

Resolution Record (Delegated Powers): **P,L&F/264/26/Aug/26**

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

DC/26/0924/FUL

Ward: Tollgate

Planning application - change of use of detached building from office use (Class E(g)(i)) to ancillary accommodation in conjunction with 6 Northgate Avenue (Class C3) 6 Northgate Avenue Bury St Edmunds Suffolk IP32 6BB

Applicant: Mr & Mrs E Crichton

Resolution Record (Delegated Powers): **P,L&F/265/26/Aug/26**

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

DC/26/1148/ADV

Ward: Minden

Application for advertisement consent - one single sided free standing illuminated digital display sign (D6 advertisement) 1 Newmarket Road Bury St Edmunds Suffolk IP33 3HA

Applicant: Wildstone Estates Ltd

Resolution Record (Delegated Powers): **P,L&F/266/26/Aug/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/26/1151/HH**

Ward: Moreton Hall

Householder planning application - single storey extension side extension (following demolition of existing conservatory) 156 Raedwald Drive Bury St Edmunds Suffolk IP32 7DH

Applicant: Mr Mark Gaywood

Resolution Record (Delegated Powers): **P,L&F/267/26/Aug/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/26/1250/TCA**

Ward: Abbeygate

Conservation Area/Article 4 Direction

Trees in a conservation area notification - one Magnolia (marked T2 on plan) overall reduction by three metres and one Tree of Heaven (marked T3 on plan) fell

138 Southgate Street Bury St Edmunds Suffolk IP33 2AF

Applicant: Mrs Frances Poddar

Resolution Record (Delegated Powers): **P,L&F/268/26/Aug/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL****Licensing: Mimo**

1A St Johns Street, Bury St Edmunds, IP33 1SQ

Opening Hours – Monday – Sunday 08:00 – 23:00

Alcohol Sales On/Off Premises Monday – Sunday 09:00 – 23:00

Resolution Record (Delegated Powers): **P,L&F/269/26/Aug/26****Based on information received Bury St Edmunds Town Council have no objections.****7. To note the following tree application have received the following statement 'That based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL'**

DC/26/0928/TPO, DC/26/0897/TCA, DC/26/0976/TPO, DC/26/0943/TPO, DC/26/0988/TPO, DC/26/1010/TCA, DC/26/1040/TCA, DC/26/1063/TCA, DC/26/1071/TCA, DC/26/1084/TPO, DC/26/1093/TCA, DC/26/1149/TCA, DC/26/1136/TCA, DC/26/1167/TPO

Noted

8. To approve the July 2026 detailed Income and Expenditure report, Balance sheet Report, List of payments and cash and investment reconciliation.Resolution Record (Delegated Powers): **P,L&F/270/12/Aug/26****Members discussed July's 2026 detailed Income and Expenditure Report, Balance Sheet report, List of Payments and Cash and Investment Reconciliation and recommends APPROVAL.****9. To note the first quarter internal audit conducted by Cllr P. Armitage.**

Noted

10. Date of next meeting: Wednesday 9th September 2026 at 6.00pm**The Town Clerk advised members that the national pay increase for 2026/2027 has been agreed at 3.3% and is to be implemented as soon as possible back dated to 1st April 2026.**

The meeting closed at 6.20pm

Signed _____ Dated _____