

**Planning Licensing and Finance Committee
Minutes of the meeting held at the Guildhall, Bury St Edmunds
on Wednesday 22 July 2026 at 6.00 pm**

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

No Apologies received

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 8 July 2026.

Resolution Record (Delegated Powers): **P,L&F/233/22/Jul/26**

That the minutes of the meeting of the Planning, Licensing and Finance committee of 8th July 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/26/0887/LB

Abbeygate Ward

Article 4 Direction/Conservation Area

Application for listed building consent - replacement of existing front entrance door

48 Westgate Street Bury St Edmunds Suffolk IP33 1QG

Applicant: James Gosling

Resolution Record (Delegated Powers): **P,L&F/234/22/Jul/26**

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

DC/26/0921/LB

Abbeygate Ward

Article 4 Direction/Conservation Area

application for listed building consent - a. replacement of two existing windows to rear of dwelling

b. alterations to fenestration of cart lodge

19 Hatter Street Bury St Edmunds Suffolk IP33 1NE

Applicant: Mr & Mrs John Kerrigan

Resolution Record (Delegated Powers): **P,L&F/235/22/Jul/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/26/1039/VAR

Ward: Minden

Conservation Area/Article 4 Direction

Planning application - variation of condition 2 (approved plans) of **DC/25/1958/VAR** to allow for use of amended plans – Application DC/25/1958/VAR considered by P,L & F committee 18.12.25 –

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

St Peters House 29 Out Risbygate Bury St Edmunds Suffolk IP33 3RJ

Applicant: Mr Peter Madden

Resolution Record (Delegated Powers): **P,L&F/236/22/Jul/26**

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

DC/26/1057/HH

Ward: Southgate

Householder planning application - a. single storey front extension b. single storey rear extension

23 Samuel Street Walk Bury St Edmunds Suffolk IP33 2PQ

Applicant: Mr D Sanderson

Resolution Record (Delegated Powers): **P,L&F/237/22/Jul/26**

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

DC/26/1060/HH

Ward: Minden

Householder planning application - a. two storey and single b. front porch

25 Albemarle Road Bury St Edmunds Suffolk IP33 3QS

Applicant: Paige Bolton

Resolution Record (Delegated Powers): **P,L&F/238/22/Jul/26**

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

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/26/0444/TPO, DC/26/0599/TPO, DC/26/0642/TPO, DC/26/0645/TCA, DC/26/0685/TCA, DC/26/0702/TPO, DC/26/0759/TCA, DC/26/0767/TPO, DC/26/0787/TPO, DC/26/0800/TPO, DC/26/0845/TCA, DC/26/0879/TCA, DC/26/0897/TCA, DC/26/0928/TPO & DC/26/0937/TCA
Noted

8. To approve quote for cleaning war memorial on Angel Hill.

Members discussed two quotations for the cleaning of the war memorial. As each quote detailed a different way of cleaning, it was agreed that as this is specialised work the Town Clerk will seek advice from West Suffolk Council’s heritage/conservation officer as well as and bring back the next meeting.

9. To approve payment of invoice for Abbeycroft ‘Explore Outdoor’ May half term activity adventure day expenditure.Resolution Record (Delegated Powers): **P,L&F/239/22/Jul/26**

Members approved payment of £4444.67 (Excl. Vat) to Abbeycroft Leisure for May 2026 Half Term drop-in sessions and adventure days as agreed in Budget for 2026/2027.

10. To approve the June 2026 detailed Income and Expenditure report, Balance sheet Report, List of payments and cash and investment reconciliation, for adoption by Full Council.Resolution Record (Delegated Powers): **P,L&F/240/22/Jul/26**

Members discussed and agreed to amend narrative of account 4106. Allowance – Chairman to Allowance - Mayors and approved June’s 2026 detailed Income and Expenditure Report,

**Balance Sheet report, List of Payments and Cash and Investment Reconciliation be
APPROVED and recommended for adoption by Full Council.**

11. Date of next meeting: Wednesday 12th August 2026 at 6.00pm

The meeting closed at 6.15pm

Signed _____ Dated _____