

**Planning Licensing and Finance Committee
Minutes of the meeting held at the Guildhall, Bury St Edmunds
on Wednesday 25 March 2026 at 6.00 pm**

Present: Cllrs Iannelli-Popham (Chair), Armitage, Higgins (BSETC Town 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 were received from Cllr Hind (BSETC Deputy Mayor).

2. Declarations of interest and additions to registers

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

Cllr McGoochan declared a non-pecuniary interest in applications DC/26/0346/FUL, DC/26/0347/LB and took no part in the discussion.

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 25th February 2026.

Resolution Record (Delegated Powers): **P,L&F/89/11/Mar/26**

That the minutes of the meeting of the Planning, Licensing and Finance committee of 25th February 2026 be signed as an accurate record.

5. Public forum

Mrs Baker from Churchgate Area Association attended the meeting and discussed with Councillors her concerns with the installation of a safety rail at 85 Whiting Street, (Planning application, DC/26/301/FUL).

6. To consider planning and licensing applications:

6.1 List A

DC/26/0112/HH

Ward: Westgate

Re-Consultation – Amended Plans

Householder planning application - a. 1.5 storey rear extension (following demolition of the existing rear extension and conservatory) b. roof lights. Previously considered 25.02.2026 List B - 114 Horringer Road Bury St Edmunds Suffolk IP33 2DP

Applicant: Mr Michal Kopacz

Resolution Record (Delegated Powers): **P,L&F/90/Mar/26**

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

DC/26/0270/FUL

Ward: Minden

Conservation Area/Article 4 Direction

Householder planning application - replace five windows on North, East and West elevations 98 Queens Road Bury St Edmunds Suffolk IP33 3EP

Applicant: Mr Porter

Resolution Record (Delegated Powers): **P,L&F/91/Mar/26**

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

DC/26/0282/HH

Ward: Minden

Conservation Area/Article 4 Direction

Householder planning application - a. new fence onto existing wall b. replace existing fence and gate adjacent to highway c. replace existing railings with fence and gate and d. addition fence, gate as per block plan e. two Holly trees to be felled

2 West Road Bury St Edmunds Suffolk IP33 3EJ

Applicant: Mrs Ruth Ward

Resolution Record (Delegated Powers): **P,L&F/92/Mar/26**

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

DC/26/0301/FUL

Ward: Abbeygate

Conservation Area/Article 4 Direction

Planning application - installation of galvanised safety rail at 900mm high, intermediate rail and kickplate to the perimeter of roof and addition of a safety cage to metal ladder

85 Whiting Street Bury St Edmunds Suffolk IP33 1NX

Applicant: Mr Tony Nunn

Resolution Record (Delegated Powers): **P,L&F/93/Mar/26**

That based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends REFUSAL on the grounds that it is not in keeping with the conservation area, is of poor design and out of character. This is a retrospective application; however, the applicant should consult with West Suffolk Council Health and Safety and the conservation officer.

DC/26/0302/ADV

Ward: Southgate

Application for advertisement consent - one non illuminated fascia sign

South Lee School Nowton Road Bury St Edmunds Suffolk IP33 2BT

Applicant: Mrs Sarah Catchpole

Resolution Record (Delegated Powers): **P,L&F/94/Mar/26**

That based on information received Bury St Edmunds Town Council recommends REFUSAL on the grounds it is out of keeping and too large.

DC/26/0334/HH

Ward: St Olaves

Householder planning application - extension to existing driveway

102 Myrtlewood Road Bury St Edmunds Suffolk IP32 6TS

Applicant: Mr Craig Peters

Resolution Record (Delegated Powers): **P,L&F/95/Mar/26**

That based on information received Bury St Edmunds Town Council recommends APPROVAL however they believe the block paving should be permeable.

DC/26/0341/FUL

Ward: St Olaves

Planning application - siting of pre-fabricated buildings for community use (use class F2 - local community uses)

Pentecostal Church Oakes Road Bury St Edmunds Suffolk IP32 6PX

Applicant: Mrs Kelly Nunn

Resolution Record (Delegated Powers): **P,L&F/96/Mar/26**

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



DC/26/0346/FUL

Ward: Abbeygate

Conservation Area/Article 4 Direction

Planning application - rebuild and strengthen a section of wall on the eastern boundary

BMI Healthcare Hospital St Marys Square Bury St Edmunds Suffolk IP33 2AA

Applicant: Mr Simon Millett

Resolution Record (Delegated Powers): **P,L&F/97/Mar/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL****DC/26/0347/LB**

Ward: Abbeygate

Conservation Area/Article 4 Direction

Application for listed building consent - rebuild and strengthen a section of wall on the eastern boundary

BMI Healthcare Hospital St Marys Square Bury St Edmunds Suffolk IP33 2AA

Applicant: Mr Simon Millett

Resolution Record (Delegated Powers): **P,L&F/98/Mar/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/26/0380/LB

Ward: Eastgate

Conservation Area/Article 4 Direction

Application for listed building consent - a. repair fenestration on all elevations b. repair and redecoration of render to all external elevations marked pink c. redecorate two front doors

Eastgate House 118 Eastgate Street Bury St Edmunds Suffolk IP33 1YQ

Applicant: Sharon Crombie


Resolution Record (Delegated Powers): **P,L&F/98/Mar/26****Based on information received and subject to any Conservation Area and Article 4 issues 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/26/0034/TCA, DC/26/0053/TPO, DC/26/0089/TPO, DC/0100/TE3, DC/26/0133/HH, DC/26/0134/LB, DC/26/0136/TPO, DC/26/0142/HH, DC/26/0149/VAR.**

Noted

8. To approve the February 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/99/Mar/26****That the February 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.****9. To approve and sign Barclays bank balance and payments list for February 2026****Resolution Record No. P,L&F/100/Mar/26****10. Date of next meeting: Wednesday 8th April 2026 at 6pm**

The meeting closed at 6.30pm

Signed



Dated

08/04/2026