Planning Licensing and Finance Committee
Minutes of the meeting held at the Guildhall, Bury St Edmunds
on Wednesday 25th February 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 were 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 17th February 2026.
Resolution Record (Delegated Powers): **P,L&F/57/25/Feb/26**
That the minutes of the meeting of the Planning, Licensing and Finance committee of 17th February 2026 be signed as an accurate record.

5. Public forum
Mr D Harris from M & D Developments and Mr L Thurlow from Thurlow Architects attended the meeting and discussed with Councillors the changes made to the St James School development.

6. To consider planning and licensing applications:
6.1 List A
DC/23/0600/FUL
Ward: Eastgate
Conservation Area/Article 4 Direction
Re-Consultation - Amended plans received 13 February 2026
Planning application a. Partial demolition of existing school buildings b. Conversion of three buildings to 14 residential dwellings c. Construction of nine dwellings within three terrace blocks d. associated parking and landscaping.
Previously considered 9th October 2025 - Based on the information received Bury St Edmunds Town Council recommends APPROVAL so therefore remove any holding objections
Former St James Ceva Middle School, The Vinefields Bury St Edmunds Suffolk
Applicant: St Eds And Ipswich Diocese/M&D Ltd
Case Officer: Peter White
Resolution Record (Delegated Powers): **P,L&F/58/25/Feb/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL subject to archaeological reports being completed.

DC/25/1892/HH

Ward: Westgate
Re-Consultation - Amended plans received to reflect changes to the scale of the extensions, and to clarify the proposed boundary treatments.
Householder planning application - a. single storey front extension (following demolition of existing porch) b. additional window to side elevation c. single storey side and rear extensions (following demolition of existing garage, outbuilding and rear porch).
Previously considered 18th December 2025 - That based on information received Bury St Edmunds Town Council Bury St Edmunds Town Council recommends APPROVAL.
22 Bristol Road Bury St Edmunds Suffolk IP33 2DL
Applicant: Mrs S Reeve
Case Officer: Charlotte Russell
Resolution Record (Delegated Powers): **P,L&F/59/25/Feb/26**
Based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/25/2014/LB
Ward: Abbeygate
Conservation Area/Article 4 Direction
Listed Building Consent - a. single storey rear extension to north of Anselm building, b. replacement roof to Anselm building, c. new west cloister building, d. creation of one new opening and widening to an existing opening, e. demolition of existing lean-to and garden wall, f. other associated internal alterations
34 Angel Hill Bury St Edmunds Suffolk IP33 1LS
Applicant: Chief Executive Officer Sarah-Jane Powell
Case Officer: Tamara Benford-Brown
Resolution Record (Delegated Powers): **P,L&F/60/25/Feb/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/0076/HH
Ward: Tollgate
Householder planning application - a. single storey rear extension (following demolition of existing conservatory) b. ramp to rear elevation
31 Norman Road Bury St Edmunds Suffolk IP32 6BU
Applicant: Miss Lisa Foulger
Case Officer: Cara Fieldhouse
Resolution Record (Delegated Powers): **P,L&F/61/25/Feb/26**
Based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/0168/FUL
Ward: Abbeygate
Conservation Area/Article 4 Direction
Planning application - alterations to shopfront
10 Cornhill Bury St Edmunds Suffolk IP33 1BH
Applicant: Mr Rob Ely
Case Officer: Adam Yancy
Resolution Record (Delegated Powers): **P,L&F/62/25/Feb/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/0169/ADV
Ward: Abbeygate
Conservation Area/Article 4 Direction
Application for advertisement consent - four internally illuminated fascia signs
10 Cornhill Bury St Edmunds Suffolk IP33 1BH
Applicant: Mr Rob Ely
Case Officer: Adam Yancy
Resolution Record (Delegated Powers): **P,L&F/63/25/Feb/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/0180/HH

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Ward: Westgate
Householder planning application - a. render to front elevation b. fenestration alterations c. remove window on side elevation at ground floor d. first floor side extension e. single storey link extension f. convert existing garage to habitable space and associated alterations g. window to side elevation at ground floor h. single storey rear extension (following the demolition of the existing conservatory) i. alterations to existing front porch j. removal of chimney k. extension of existing canopy on front elevation
6 Caulfield Close Bury St Edmunds Suffolk IP33 2LA
Applicant: Mr and Mrs Heithus
Case Officer: Oliver Bingham
Resolution Record (Delegated Powers): **P,L&F/64/25/Feb/26**
Based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/0184/LB
Ward: Abbeygate
Conservation Area/Article 4 Direction
Application for listed building consent - replacement of roof tiles on front elevation
48 College Street Bury St Edmunds Suffolk IP33 1NL
Applicant: Emmerson Critchley, Emmerson Critchley Ltd
Case Officer: Thomas Halliday
Resolution Record (Delegated Powers): **P,L&F/65/25/Feb/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/0214/TCA
Ward: Abbeygate
Conservation Area/Article 4 Direction
Trees in a conservation area notification - one Lime (T1 on plan) fell
19 Victoria Street Bury St Edmunds Suffolk IP33 3BB
Applicant: Margaret Hawthorn
Case Officer: Nathan McGeachie
Resolution Record (Delegated Powers): **P,L&F/66/25/Feb/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 planting of a replacement with a native tree.

6.2 List B
DC/26/0112/HH
Ward: Westgate
Householder planning application - a. 1.5 storey rear extension (following demolition of the existing rear extension and conservatory) b. roof lights
114 Horringer Road Bury St Edmunds Suffolk IP33 2DP
Applicant: Mr Michal Kopacz
Case Officer: Cara Fieldhouse
Resolution Record (Delegated Powers): **P,L&F/67/25/Feb/26**
Based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/0137/HH
Ward: Southgate
Householder planning application - a. two storey side extension (following demolition of existing utility) b. single storey rear extension c. conversion of existing garage to habitable room
9 Sharp Road Bury St Edmunds Suffolk IP33 2NB
Applicant: Mr and Mrs Aves
Case Officer: Oliver Bingham
Resolution Record (Delegated Powers): **P,L&F/68/25/Feb/26**
Based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/0162/FUL
Ward: Tollgate
Planning application - change of use from offices (class B1) to barber shop (class E)

6 Northgate Avenue Bury St Edmunds Suffolk IP32 6BB
Applicant: Mr & Mrs E Crichton
Case Officer: Connor Vince
Resolution Record (Delegated Powers): **P,L&F/69/25/Feb/26**
Based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/0188/HH
Ward: Southgate
Householder planning application - a. removal of one window to side elevation b. new door to rear elevation c. single storey part hipped and part flat roof rear extension
6 Haven Close Bury St Edmunds Suffolk IP33 2GH
Applicant: Mr & Mrs R Poole
Case Officer: Cara Fieldhouse
Resolution Record (Delegated Powers): **P,L&F/70/25/Feb/26**
Based on information received Bury St Edmunds Town Council recommends APPROVAL

7. Approve the purchase and installation of 6 speed indicator posts from Suffolk County Council
Resolution Record (Delegated Powers): **P,L&F/71/25/Feb/26**
Expenditure up to the cost of £3,780.00 exc VAT is approved.

8.To approve the January 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/72/25/Feb/26**
That the January 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.
Members were advised of Financial Regulations 2.6 and 6.10 that these changes would be made at the meeting of 25th March 2026.

9. Date of next meeting: **Wednesday 11th March 2026 at 6pm**

The meeting closed at 6.35pm

Signed _____ Dated _____

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