

**Planning Licensing and Finance Committee
Minutes of the meeting held at the Guildhall, Bury St Edmunds
on Wednesday 21st January 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), 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 McGoochan.

2. Declarations of interest and additions to registers

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

Cllr Hind declared a non-pecuniary interest in application DC/25/1433/FUL 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 7th January 2026.

Resolution Record (Delegated Powers): **P,L&F/17/21/Jan/26**

That the minutes of the meeting of the Planning, Licensing and Finance committee of 7th January 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/25/1652/HH

Ward: Minden

Conservation Area/Article 4 Direction

Householder planning application - a. wall to front elevation b. replace wooden gate with brick wall on side elevation c. block paving and turntable to driveway.

Re-Consultation - Amended description and plans were received on 07 January 2026.

The proposal now includes block paving and turntable to driveway.

1A Cherry Tree Close Bury St Edmunds Suffolk IP33 3GB

Applicant: Mr and Mrs Letellier

Resolution Record (Delegated Powers): **P,L&F/18/21/Jan/26**

Previously considered on 27 November 2025 - Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/25/1881/HH

Ward: Tollgate

Householder planning application - EV charger to front elevation

23 Avenue Approach Bury St Edmunds Suffolk IP32 6BA

Applicant: Mr Matthew Spiller

Resolution Record (Delegated Powers): **P,L&F/19/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/25/1956/ADV**

Ward: Minden

Application for advertisement consent - three replacement externally illuminated digital screens

Glasswell's Ltd Dettingen Way Bury St Edmunds Suffolk IP33 3TU

Applicant: Archer

Resolution Record (Delegated Powers): **P,L&F/20/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/25/1976/LB**

Ward: Southgate

Conservation Area/Article 4 Direction

Application for listed building consent - installation of fibre broadband terminal box

Home Farmhouse 77 Home Farm Lane Bury St Edmunds Suffolk IP33 2QL

Applicant: Dr Malcolm Lennox

Resolution Record (Delegated Powers): **P,L&F/21/21/Jan/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL****DC/25/2001/HH**

Ward: Southgate

Householder planning application - two storey front extension

3 Hickling Drive Bury St Edmunds Suffolk IP33 2PU

Applicant: Mr & Mrs Place

Resolution Record (Delegated Powers): **P,L&F/22/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/25/2035/FUL**

Ward: Abbeygate

Conservation Area/Article 4 Direction

Planning application - resurfacing works to the pathway along St Marys Church

St Marys Church Crown Street Bury St Edmunds Suffolk IP33 1RT

Applicant: West Suffolk Council West Suffolk Council

Resolution Record (Delegated Powers): **P,L&F/23/21/Jan/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL**

DC/25/2036/LB

Ward: Abbeygate

Conservation Area/Article 4 Direction

Application for listed building consent - resurfacing works to pathway

St Marys Church Crown Street Bury St Edmunds Suffolk IP33 1RT

Applicant: West Suffolk Council West Suffolk Council

Resolution Record (Delegated Powers): **P,L&F/24/21/Jan/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL****DC/25/2041/HH**

Ward: Tollgate

Householder planning application- rear single storey extension (following demolition of existing conservatory)

32 Philip Road Bury St Edmunds Suffolk IP32 6DQ

Applicant: Mr And Ms C And J Westlund and Tillett

Resolution Record (Delegated Powers): **P,L&F/25/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/26/0008/HH**

Ward: Moreton Hall

Householder planning application - a. single storey side and rear extension b. two windows to garage c. conversion of garage

25 Manning Road Bury St Edmunds Suffolk IP32 7GF

Applicant: DR AYUSH SINHA

Resolution Record (Delegated Powers): **P,L&F/26/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/26/0012/TPO**

Ward: Southgate

TPO 257(1998) tree preservation order - one silver birch (marked on plan and within A1 on order) fell

West Suffolk Hospital, Wedgwood Unit Hardwick Lane Bury St Edmunds Suffolk IP33 2QZ

Applicant: Mr Thomas Lewis

Resolution Record (Delegated Powers): **P,L&F/27/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL****DC/26/0018/TPO**

Ward Abbeygate

Conservation Area/Article 4 Direction

TPO 235(1973) tree preservation order - one horse chestnut (marked T31 on plan and within A3 on order) overall crown reduction by three metres, one sycamore (marked T71 on plan and within A3 on order) fell

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

Applicant: Bmi Healthcare

Resolution Record (Delegated Powers): **P,L&F/28/21/Jan/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL**

MP

6.2 List B**DC/25/1433/FUL**

Ward: Tollgate

Planning application - a. installation of plant room with evaporator fan and air source heat pumps, b. electrical substation, c. fencing and access gate, d. addition of solar panels, e. addition of rooftop plant, f. alterations to existing access, g. addition of ramp to north elevation, h. render to building entrance.

Re-Consultation - Amended description agreed on the 14 January 2026 to include a new access ramp on the north elevation and addition of render to front entrance.

Abbeycroft Leisure Centre Beetons Way Bury St Edmunds Suffolk IP33 3TT

Applicant: Mr Malcolm Fleming

Resolution Record (Delegated Powers): **P,L&F/29/21/Jan/26**

Previously considered 08 October 2025 and 07 January 2026- Based on the information received Bury St Edmunds Town Council recommends APPROVAL.

DC/25/1804/FUL

Ward: Moreton Hall

Planning application - overflow car park

Moreton Hall Health Club Mount Road Bury St Edmunds Suffolk IP32 7BL

Applicant: Mr Thomas Hardy

Case Officer: Tamara Benford-Brown

Resolution Record (Delegated Powers): **P,L&F/30/21/Jan/26**

That based on information received Bury St Edmunds Town Council recommends APPROVAL. Please note the Town Council do not like to approve retrospective applications especially when trees and shrubs are removed.

DC/25/1843/HH

Ward: Minden

Householder planning application - a. three rooflights to front elevation b. construct boundary wall, circular driveway and dropped kerb c. single storey rear extension d. three rear dormer windows e. detached garage in rear of garden.

36 Westley Road Bury St Edmunds Suffolk IP33 3RR

Applicant: Mrs Alderton

Resolution Record (Delegated Powers): **P,L&F/31/21/Jan/26**

Re-Consultation – Amended description agreed on the 16 December 2025 to reflect the plans proposed, three roof lights instead of one, and a plan to show the visibility splays.

Previously considered on the 26 November 2025 - Based on information received Bury St Edmunds Town Council recommends APPROVAL subject to SCC Highways confirmation of visibility.

DC/25/1934/ADV

Ward: Abbeygate

Conservation Area/Article 4 Direction

Application for advertisement consent - a. vinyl text applied to front doors, b. foam panel to house Perspex floating letters above front doors, c. vinyl decal applied to front elevation, d. vinyl logo applied to front elevation, e. etched vinyl printed on front elevation, f. etched vinyl footers running along front elevation

1C St Andrews Street South Bury St Edmunds Suffolk IP33 3PH

Applicant: Ms Tracy Smith

Resolution Record (Delegated Powers): **P,L&F/32/21/Jan/26**

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

DC/26/0017/FUL

Ward: Abbeygate

Conservation Area/Article 4 Direction

Planning application - a. bronze statue and bench to front elevation b. bin store c. demolition of wall

Theatre Royal 5 Westgate Street Bury St Edmunds Suffolk IP33 1QR

Applicant: Mr Douglas Coombes

Case Officer: Cara Fieldhouse

Resolution Record (Delegated Powers): **P,L&F/33/21/Jan/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL****DC/26/0029/LB**

Ward: Eastgate

Conservation Area/Article 4 Direction

Application for listed building consent - reinstatement of a section of chimney brickwork and insertion of steel lintel

Ancient House 33A Eastgate Street Bury St Edmunds Suffolk IP33 1YQ

Applicant: Mr & Mrs Iain and Victoria Tennant

Resolution Record (Delegated Powers): **P,L&F/34/21/Jan/26****Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL****DC/26/0063/HH**

Ward: Minden

Householder planning application - a. replace door with window on front elevation b. single storey side extension c. demolition of existing conservatory d. replace door with window on rear elevation

6 Albemarle Road Bury St Edmunds Suffolk IP33 3QS

Applicant: Mr Stephen Carter

Resolution Record (Delegated Powers): **P,L&F/35/21/Jan/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/25/1508/TPO, DC/25/1797/TPO, DC/25/1764/TCA, DC/25/1799/TCA, DC/25/1879/TPO, DC/25/1885/TCA, DC/25/1993/TPO, DC/25/2017/TC.

Noted

8.To approve a static street trading license, Kempson Way, Morton Hall Estate.

Resolution Record (Delegated Powers): **P,L&F/36/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL**

9. To approve a proposed upgrade of a Radio Base Station in Boldero Road.

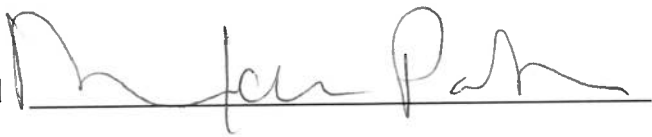
Resolution Record (Delegated Powers): **P,L&F/37/21/Jan/26****That based on information received Bury St Edmunds Town Council recommends APPROVAL**

10. To comment on the West Suffolk Affordable Housing Planning Document 2026.
This item was deferred until the next meeting on the 11th February 2026.

11. To approve the November 2025 Bank Reconciliations, Budget Line-item, Expenditure and Cash Book reports for adoption by Full Council.
Resolution Record (Delegated Powers): P,L&F/38/21/Jan/26
That the November Bank Reconciliations, Budget Line-Item Expenditure and Cash Book Reports be APPROVED and recommended for adoption by Full Council

11. Date of next meeting: Wednesday 11th February 2026 at 6pm

The meeting closed at 6.35pm

Signed  Dated 17/02/26