Planning Licensing and Finance Committee
Minutes of the meeting held at the Guildhall, Bury St Edmunds
on Wednesday 28 October 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), Nicola Whittle (RFO/Assistant Town Clerk), Chris Criscione, Simon Butler-Finbow and James Rennie from Pigeon Development.

1. To receive apologies for absence
Apologies 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.

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 14 October 2026.
Resolution Record (Delegated Powers): **P,L&F/318/28/Oct/26**
That the minutes of the meeting of the Planning, Licensing and Finance committee of 14 October 2026 be signed as an accurate record.

5. Public forum
Two members of the public attended and were asking questions on HMO's. Members informed them that the town council only advise on planning applications for the conversion of buildings, not who occupies them.

6. To receive a presentation from Pigeon to talk about plans to regenerate the network rail goods yard.
Three employees from Pigeon presented their presentation and spoke about their plans on developing the site

7. To consider planning and licensing applications:
7.1 List A
DC/26/1451/FUL
Ward: Southgate
Planning application - hardstanding and fencing for school building
Riverwalk School Mayfield Road Bury St Edmunds Suffolk IP33 2PD
Applicant: Suffolk County Council
Resolution Record (Delegated Powers): **P,L&F/319/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1498/LB
Ward: Abbeygate
Conservation Area/Article 4 Direction
Application for listed buildings consent - replacement of two sash windows to second floor front elevation
72 Guildhall Street Bury St Edmunds Suffolk IP33 1QD
Applicant: O Jennings
Resolution Record (Delegated Powers): **P,L&F/320/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1503/FUL
Ward: Abbeygate
Conservation Area/Article 4 Direction
Planning application - a. rooftop air conditioning installation b. re position shop front entrance c. two louvres' vents
17 Cornhill Bury St Edmunds Suffolk IP33 1DY
Applicant: Mr. Tom Parke
Resolution Record (Delegated Powers): **P,L&F/321/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1542/TCA
Ward: Abbeygate
Conservation Area/Article 4 Direction
Trees in a conservation area notification - one Cotoneaster (marked T1) and one Cherry (marked T2) fell
Churchgate House 35 Churchgate Street Bury St Edmunds Suffolk IP33 1RD
Applicant: Mr Ross Clarke
Resolution Record (Delegated Powers): **P,L&F/322/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1551/TCA
Ward: Minden
Conservation Area/Article 4 Direction
Trees in a conservation area notification - one Silver Birch (marked on plan) fell
105 Queens Road Bury St Edmunds Suffolk IP33 3EP
Applicant: Mr Samuel Tattam
Resolution Record (Delegated Powers): **P,L&F/323/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

7.2 List B
DC/26/1209/HH
Ward: Abbeygate
Conservation Area/Article 4 Direction
Householder planning application - a. replacement of annexe window with door b. demolition of existing garden wall c. removal of external steel staircase
Brewsters Honey Hill Bury St Edmunds Suffolk IP33 1RT
Applicant: Mr & Mrs Chris Hayman
Resolution Record (Delegated Powers): **P,L&F/324/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1450/FUL
Ward: Minden
Conservation Area/Article 4 Direction
Planning application - two garage blocks (following demolition of existing outbuildings) Land Rear Of
42 To 45 York Road Bury St Edmunds Suffolk
Applicant: Mr Adam Cash
Resolution Record (Delegated Powers): **P,L&F/325/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council OBJECTS on the grounds of overdevelopment and issues with access.

DC/26/1476/HH
Ward: Minden
Conservation Area/Article 4 Direction
Householder planning application - a. electric vehicle charger to front of dwelling b. solar panels to south and west elevations
1 Cherry Tree Close Bury St Edmunds Suffolk IP33 3GB
Applicant: Mr Graham
Resolution Record (Delegated Powers): **P,L&F/326/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1495/HH
Ward: Minden
Conservation Area/Article 4 Direction
Householder planning application - installation of EV charger on boundary wall
145 York Road Bury St Edmunds Suffolk IP33 3EE
Applicant: Mr Deon Wilson
Resolution Record (Delegated Powers): **P,L&F/327/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1519/HH
Ward: Southgate
Householder planning application - a. raise roof height over front dormer window b. cladding to dormer
63 Home Farm Lane Bury St Edmunds Suffolk IP33 2QL
Applicant: Mr And Mrs Hewson
Resolution Record (Delegated Powers): **P,L&F/328/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1525/HH
Ward: Minden
Conservation Area/Article 4 Direction
Householder planning application - single storey rear extension (following demolition of existing conservatory)
30 York Road Bury St Edmunds Suffolk IP33 3EG
Applicant: Ms Jayne Hilaire
Resolution Record (Delegated Powers): **P,L&F/329/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1547/FUL
Ward: Abbeygate
Conservation Area/Article 4 Direction
Planning application - a. installation of delivery hatch and front door b. outdoor seating and planters c. menu box on front elevation d. festoon lighting
22 Auction Street Bury St Edmunds Suffolk IP33 3FA
Applicant: Mr Sam Harper
Resolution Record (Delegated Powers): **P,L&F/330/28/Oct/26**
Based on information received and subject to any Conservation Area and Article 4 issues Bury St Edmunds Town Council recommends APPROVAL

DC/26/1548/ADV
Ward: Abbeygate
Application for advertisement consent - one internally illuminated menu box
22 Auction Street Bury St Edmunds Suffolk IP33 3FA
Applicant: Mr Sam Harper
Resolution Record (Delegated Powers): **P,L&F/331/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1563/FUL
Ward: Tollgate
Planning application - a. retention and change of use of existing industrial building to dog-care, grooming and vocational education facility (sui generis) b. single storey micro-business units (use class E(g) c. designation of yard for open-air commercial storage (use class B8) with associated access, parking and landscaping.
Langham Business Park Thingoe Hill Bury St Edmunds Suffolk IP32 6BE
Applicant: Gaywood
Resolution Record (Delegated Powers): **P,L&F/332/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends a HOLDING OBJECTION until the landscaping officer comments have been satisfied. They also have concerns on parking and that Highways have not commented.

DC/26/1575/ADV
Ward: St Olaves
Application for advertisement consent - a. one internally illuminated totem sign b. one internally illuminated hanging sign c. two internally illuminated fascia signs d. three post-mounted signs e. one non-illuminated fascia sign f. non-illuminated Perspex lettering applied to fascia g. two banner frames
2 Crosses Link Bury St Edmunds Suffolk IP32 6LB
Applicant: Miss Chloe Smith
Resolution Record (Delegated Powers): **P,L&F/333/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

DC/26/1576/FUL
Ward: Minden Planning application - installation of three extraction systems and associated external flues Network House Western Way Bury St Edmunds Suffolk IP33 3SP
Applicant: Mr Longhurst
Resolution Record (Delegated Powers): **P,L&F/334/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

Premises Licence – Demipower (Eastern) Limited – Name of premises: KFC – Part of Unit 4 at The Parkway, Bury St Edmunds Activity Day/s Times Late Refreshment (In/Outdoors) extend Monday to Friday 23:00 – 03:00, Starting from 15.11.2026 Opening Hours Monday to Sunday 05:00 hrs – 03:00 hrs.
Resolution Record (Delegated Powers): **P,L&F/335/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

New Street Traders Licence: Spud and Slice Located: Dunelm car park, Selling - Pizzas/jacket potatoes/breakfasts. Opening times Monday – Sunday 08:00 – 22:00 hrs
Resolution Record (Delegated Powers): **P,L&F/336/28/Oct/26**
That based on information received Bury St Edmunds Town Council recommends APPROVAL

8. To note the following tree applications DC/26/1370/TCA, DC/26/1404/TCA, DC/26/1493/TCA, DC/26/1508/TCA, DC/26/1465/TPO 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',** Application DC/26/1461/TPO received the - **Bury St Edmunds Town Council objects on the grounds of 6 metres being excessive and should remain at 3 metres as requested by West Suffolk Council.**
Resolution Record (Delegated Powers): **P,L&F/337/28/Oct/26**
Noted

9. To note and respond to Horringer-cum-Ickworth Parish Councils, Draft Neighbourhood Plan.
Noted

10. To approve the quotation to upgrade the current People Safe contract and purchase an additional one for the Assistant Warden.
Resolution Record (Delegated Powers): **P,L&F/338/28/Oct/26**
Members discussed the quotation to upgrade the two current People safe devices at an additional cost of .50p per month and to add an additional device at a cost of £13 per month. To enter into a new 3 Year contract at a total cost of £1404.

11. To approve and sign the September 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/339/28/Oct/26**
Members discussed September 2026 detailed Income and Expenditure Report, Balance Sheet report, List of Payments and Cash and Investment Reconciliation and recommends APPROVAL.

12. Date of next meeting: **Wednesday 11 November 2026 at 6.00pm**

The meeting closed at 6.55pm

Signed _____ Dated _____