

HAVERHILL TOWN COUNCIL

PLANNING COMMITTEE



Dear Councillor,

You are hereby summoned to attend the meeting of Haverhill Town Council's Planning Committee Meeting to be held at Haverhill Arts Centre on Monday, 17 November 2025 commencing at 7.00pm for the purpose of transacting the following business:

CONSTITUTION:	Chair: Town Councillor:	P Hanlon
	Town Councillors:	T Brown
		Mayor Q Cox
		A Luccarini
		M Martin
		D Smith

THIS MEETING IS OPEN TO THE PRESS AND PUBLIC

TO ATTEND IN PERSON:

To Register: email vicky.phillips@haverhill-tc.gov.uk

YOUTUBE: The meeting may be live-streamed, if so, it will be on the following channel:

<https://youtube.com/live/pHsiJfAht2Q?feature=share>

AGENDA

Welcome

- 1. Apologies for Absence**
Please give any apologies to the office by 5.00pm on the day of the meeting.
- 2. Declaration of interests and requests for Dispensations**
For members to declare any interests they may have on items on the agenda and agree any dispensations to stay.
 - Disclosable Pecuniary Interests
 - Other Registrable Interests
 - Non-Registrable Interests
- 3. Minutes of the Previous Meeting**
To approve minutes of the meeting held 20th October 2025
- 4. Matters Arising from the Minutes**
To note actions taken or outstanding from the meeting held 20th October 2025

HAVERHILL ARTS CENTRE, HIGH STREET, HAVERHILL, CB9 8AR

Tel: 01440 712858

Email: office@haverhill-tc.gov.uk Web: <https://haverhill-tc.gov.uk>

5. **For Members of the Public to speak on Planning Matters other than applications before the Committee**

If you wish to speak, please make yourself known to the Clerk before the meeting commences.

6. **To Consider Planning Applications to West Suffolk Council**

The Chairman will invite members of the public who wish to address the Committee in relation to a planning application to speak ahead of the Committee considering each application in turn.

List A – approved by Chairman and Clerk under delegated powers

List B – attached with agenda

7. **To consider Street Trading Licences**

The Chairman will invite members of the public who wish to address the Committee in relation to a licence to speak ahead of the Committee considering each licence in turn.

List C – attached with agenda

8. **Matters to Report**

To enable members to exchange any urgent planning matters.

9. **Date of next Meeting**

Monday, 01 December 2025

10. **Closure**



Vicky Phillips
Deputy Clerk

Date: Monday, 10 November 2025

Copies of this and other Council agendas, and minutes, and supporting reports, are available to download from the Council's website or on request from Haverhill Arts Centre

Appendix (i)

List A – Approved by Chairman and Clerk under delegated powers

		PLAN NO.	PROPOSAL	LOCATION	TOWN COUNCIL DECISION
14/10/2025 Expires 04/11/2025	1	DC/25/1395/HH	a. removal of garage door and replace with window with rooflight above b. change of use from garage to living accommodation.	27 Tern Close	
1. <u>Loss of Off-Street Parking Provision</u> The proposal seeks to convert the existing garage into habitable accommodation (a study), resulting in the permanent loss of one off-street parking space. Its removal would therefore reduce the total number of off-street spaces available to the dwelling. 2. <u>Failure to Meet Local Parking Standards</u> A three-bedroom property is required to provide a minimum of two off-street parking spaces. With the garage converted to living accommodation, the property will fall below the required standard. This shortfall will increase pressure for on-street parking in the surrounding area, where parking is already limited and congestion can occur. 3. <u>Highway Safety and Amenity Impact</u> The loss of an off-street space will likely lead to additional on-street parking demand and given the narrow width of the road, may obstruct visibility, restrict access for emergency and service vehicles, and compromise pedestrian safety. For the reasons set out above, the proposed conversion and removal of the garage door, the Town Council OBJECT on the grounds that it results in the loss of required off-street parking, fails to meet parking standards for a three-bedroom property, and would have a detrimental impact on highway safety and residential amenity.					

List B – To be considered at the Committee Meeting

		PLAN NO.	PROPOSAL	LOCATION	TOWN COUNCIL DECISION
17/10/2025 Expires 07/11/2025	1	DC/25/1576/HH	a. roof canopy to front elevation b. single storey rear extensions c. first floor side extension (following demolition of existing greenhouse) d. hardiplank boarding to existing elevations e. replace bay window with door on side elevation	1 Cardinal Way	

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		PLAN NO.	PROPOSAL	LOCATION	TOWN COUNCIL DECISION
			f. additional window to side elevation on ground floor Justine Tipler & Nereah Odera		
22/10/2025 Expires 12/11/2025	2	DC/25/1588/TPO	TPO 534 (2012) Tree preservation order – one weeping willow (T1 on plan and on order) pollard to 8.5 metres above ground level Bradley Clarke	2 Manor Farm Close	
24/10/2025 Expires 14/11/2025	3	DC/25/1646/FUL	Change of use of land to storage and distribution (use class B8), to allow for the siting of two storey storage containers, facilitated by demolition of an existing outbuilding Mr Andrew Wright	4 Hollands Road	
29/10/2025 Expires 19/11/2025	4	DC/25/1620/FUL	One commercial building (class E) with associated works Bates, Hill Street Holdings	Land off Homefield Road	
04/11/2025 Expires 25/11/2025	5	DC/25/1723/TPO	TPO 041 (1977) tree preservation order – mixed species and works as per tree survey	Cemetery Chapel, Withersfield Road	
07/11/2025 Expires 28/11/2025	6	DC/25/1763/TCA	Trees in a conservation area notification – one Yew (as indicated on plan by circle) overall crown reduction by two metres Mrs Caroline Duckworth	4 Hamlet Road	

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List C– To be considered at the Committee Meeting

		NEW / RENEWAL/ VARIATION	PROPOSAL	LOCATION	TOWN COUNCIL DECISION
	1				

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