

Haverhill Town Council

Minutes of a Meeting of Haverhill Town Council's

PLANNING COMMITTEE



HAVERHILL
TOWN COUNCIL

Held at Haverhill Arts Centre on Monday 17th November 2025 at 7.00pm

Present: Councillor P Hanlon (Chairman)
Councillor A Brown (Vice Chairman)
Councillor Q Cox
Councillor M Martin
Councillor D Smith

Apologies: Councillor A Luccarini

In Attendance: Colin Poole, Town Clerk
Vicky Phillips, Deputy Town Clerk
Councillor J Burns

There were 2 members of the public present:

Welcome:

Councillor P Hanlon welcomed everyone to the meeting and advised that the meeting was being recorded.

P25 Apologies for Absence

/201 The above apologies were noted.

P25 Declarations of Interest and requests for Dispensation

/202 None.

P25 Minutes of the Meeting 20th October 2025

/203 It was proposed by Councillor M Martin seconded by Councillor Q Cox, that the minutes of the meeting held 20th October 2025 were approved as a true record by show of hands.

RESOLVED

P25 Matters Arising from the Minutes

/204 None.

P25 For members of the public to speak on Planning Matters other than applications before the Committee

/205 No member of public present wishes to speak.

P25 Planning Applications determined by the Clerk and Chair under Delegated Powers (List A attached appendix i)

/206 None.

P25 Planning Applications currently before West Suffolk District Council and received by publication of agenda (List B attached)

/207

Applications determined by the Committee are shown on List B attached to the Minutes, see Appendix (i). The Chairman invited members of the public who wished to address the Committee in relation to a planning application to speak ahead of the Committee.

P25 To consider Street Trading Licences

/208 None.

P25 Matters to report

- /209**
- Councillor Cox reported that Loungers have dropped plans for the new restaurant in the old Co-Op building, which is a shame.
Councillor Cox asked if there had been any progress on our communications with West Suffolk on the derelict buildings in Haverhill. Since CP's last email, there is now a new Port Folio Holder, CP will contact the new Port Folio Holder to bring them up to speed and copy in Mike Pursehouse.
 - Councillor Smith reported 5-way traffic lights in Greenfields Way, and that the placing of the sign for where cars were needed to stop was causing cars to block the road.
 - Councillor Burns reported that Cadent will be working in Wratting Road for the next four months

CP

P25 Date of next Meeting

/210 The next meeting of the Planning Committee will be held on Monday 1st December 2025

P25 Closure

/211 The meeting was closed at 7.51pm.

Signed
Chairman

Date.....

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	
<p>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.</p> <p>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.</p> <p>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.</p> <p>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.</p>					

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 f. additional window to side elevation on ground floor	1 Cardinal Way	NEUTRAL Proposed by Councillor Brown, seconded by Councillor Cox RESOLVED

		PLAN NO.	PROPOSAL	LOCATION	TOWN COUNCIL DECISION
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	
NEUTRAL Members noted that the applicant is not the owner of the tree and requests that assurance is given that the tree's owner is aware of the proposed works. Proposed by Councillor Cox seconded by Councillor Martin RESOLVED					
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	NEUTRAL Proposed by Councillor Cox seconded by Councillor Brown RESOLVED
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	
Members noted comments by Suffolk Fire and Rescue. Discussion took place around the loss of parking for users of Puddlebrook. It was proposed by Councillor Brown and seconded by Councillor Hanlon that the Clerk submit a comment including these concerns RESOLVED The Town Council is supportive of the application, however, members are aware that there is informal use of the car park by the public visiting Puddlebrook. Whilst this parking might be illicit, it is still relieving the parking on Cleves Road and some accommodation of public parking on this site would be desirable. Members also noted the comments from Suffolk Fire and Rescue Service, which highlight that: <ul style="list-style-type: none"> • Fire appliance access must comply with Approved Document B (2019). • Hardstanding should support 15/26-tonne fire appliances. • The nearest hydrant is beyond recommended distance, and installation of an automatic sprinkler system should be considered. 					

		PLAN NO.	PROPOSAL	LOCATION	TOWN COUNCIL DECISION
<ul style="list-style-type: none"> Water Authorities should confirm flow rates. <p>The Town Council asks that both the parking concerns and the Fire and Rescue requirements are carefully considered in determining the application.</p>					
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	NEUTRAL Proposed by Councillor Smith seconded by Councillor Martin RESOLVED
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	NEUTRAL Proposed by Councillor Cox seconded by Councillor Brown RESOLVED

List C– To be considered at the Committee Meeting

		NEW / RENEWAL/ VARIATION	PROPOSAL	LOCATION	TOWN COUNCIL DECISION