



Needham Market Town Council

Needham Market town Council Office, Community Centre, School Street, Needham Market, Suffolk IP6 8BB
01449 722246
<https://www.needhammarket-tc.gov.uk/>
Town Clerk/RFO: Georgina de Cova

Planning Committee Meeting Minutes

Tuesday 7th October 2025

Held at: The Green Room, Community Centre, School Street, Needham Market. Meeting started at 18:00

Councillors Present:

M Ost (Chair), M O'Shea, T Lawrence, E Smith,

Also in Attendance:

G de Cova (Town Clerk and RFO)

PL/25/001 Apologies for Absence

Cllr K Hunter, Cllr J Reardon, Cllr A Reardon, Cllr C Goodchild and Cllr T Cooke

PL/25/002 To receive declarations of interest from members relating to items on this agenda

No declarations of interest were received

PL/25/003 To approve any Dispensations with respect to Disclosable Non-Pecuniary Interests

No dispensations were applied for.

PL/25/004 To receive and confirm the Minutes of the Planning Committee Meeting held on Tuesday 9th September 2025

Councillors reviewed the minutes of the meeting and agreed it was an accurate summary.

PL/25/005 To receive updates from the following:

PL/25/005/a New Applications available at the time of agenda

DC/25/04165 – Flat 2, Bosmere Mill, Coddendam Road, Needham Market.
Application for Listed Building Consent - Installation of Flood Protection to all areas on ingress/egress. **Recommend approval.** Proposed Cllr Smith, Seconded Cllr O'Shea

DC/25/04292 – Hawks Mill Barn, Hawks Mill Street, Needham Market -
Notification of Works to Trees in a Conservation Area - Ash Tree (T1) Fell.
Recommend approval, as guided by arboriculturist. Proposed Cllr O'Shea,
Seconded Cllr Smith



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PL/25/005/b New Tree Preservation Orders

No Tree Preservation Orders had been received

PL/25/005/c New applications in hand, but not listed within the planning schedule

DC/25/04343 – 2 High Street, Needham Market – Full Planning Application. Change of use from office to 1no. dwelling, construction of open fronted store bin to rear. Cllr Lawrence disclosed that he was a neighbour to the application site and that he was concerned regarding the noise which residential use would be transmitted through the likely inadequate party wall. Cllr O'Shea said that since Cllr Lawrence was a neighbour he believed he should have declared an interest. Councillors were concerned that this contravened Policy NM4 within the Needham Market Neighbourhood Plan. **Recommend Refusal.** Proposed Cllr Ost, seconded Cllr Smith

DC/25/04344 – 2 High Street, Needham Market - Application for Listed Building Consent - Internal works as detailed within the Design and Access Statement to facilitate change of use of office to 1no. dwelling; Construction of an open fronted bin store to rear. Councillors were concerned that this contravened Policy NM4 within the Needham Market Neighbourhood Plan. **Recommend Refusal.** Proposed Cllr Ost, seconded Cllr Smith

DC/25/04016 – The Old Town Hall, High Street, Needham Market. Full Planning Application - Change of use from Beauty salon to hot food takeaway and installation of solar panels to rear. **After a discussion, it was agreed to ask for an extension to allow this to be talked about in more depth at the next meeting.**

DC/25/04018 – The Old Town Hall, High Street, Needham Market. Application for listed Building Consents - Change of use from Beauty salon to hot food takeaway and installation of solar panels to rear. Internal Alterations, Insertion of new internal door, painting of rear windows and chemical cleaning of brickwork. **After a discussion, it was agreed to ask for an extension to allow this to be talked about in more depth at the next meeting.**

AP: Clerk to ask for an extension for commenting on DC/25/04016 and DC/25/04018

PL/25/005/d Appeal Notifications

No appeal notifications had been received.

PL/25/005/e Decisions received



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Decision notices had been received and circulated to Councillors ahead of the meeting.

PL/25/006 Needham Market Neighbourhood 'Development' Plan Review

Due to lack of Councillors in attendance, this was not discussed. Dates for a meeting to discuss this further had been circulated to all Councillors prior to the meeting.

PL/25/007 To receive any specific items from the Town Clerk or Presenting Officer

None were presented

PL/25/008 To confirm the Date, Time and Location of the next town Council Meeting

The next scheduled meeting is on Tuesday, 11th November 2025 at 6PM in the Green Room of Needham Market Community Centre.

Meeting closed at 18:57