

Membership as from May 2024

Councillor Berry
Councillor Drummond
Councillor Harvey (Vice)
Councillor Hood (Chair)
Councillor Hulbert
Councillor Jarvis
Councillor Jones
Councillor McHugh
Councillor Nobbs
Councillor Perry
Councillor Yarrow
Members = 11
Quorum = 3



Newmarket
TOWN COUNCIL

The Memorial Hall, High Street, Newmarket Suffolk CB8 8JP

TEL: 01638 667227

You are hereby summoned to attend a meeting
of the **Development and Planning Committee**
to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

Tuesday 22nd April 2025 at 6.15pm

A G E N D A

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. Report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

1. **Chair to read** fire safety notice and announce that proceedings may be filmed or recorded and ask if anyone present intends to record the meeting.
2. **Apologies** - To receive and accept apologies for absence
3. **Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
4. **Minutes of previous meeting held 7th April 2025**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **Public participation** – an invitation to members of the public to make representations to Councillors.
Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak for longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting for members of the public to address Councillors
6. **Planning applications** – West Suffolk Council, weeks commencing 31/03/25, 07/04/25
 - a) **DC/25/0357/HH** – Householder planning application – single storey side and rear extensions – 20 Melrose Gardens, Newmarket
 - b) **DC/25/0552/PIP** – Permission in principle – one dwelling – Pernataen, Snailwell Road, Newmarket
 - c) **DC/25/0590/TPO** – TPO/1956/012 and TPO/1977/04 tree preservation orders – as listed on tree schedule – Amenity Land At Norfolk Avenue, Durham Way, Newmarket
 - d) **DC/25/0629/TCA** – Trees in a conservation area notification – one Prunus (T1 on plan) overall crown reduction by three metres, one Beech (T2 on plan) overall crown reduction by three metres, three Laurel (within G3 on plan) overall crown reduction by 0.5 metres – The Gables, 20 Bury Road, Newmarket
7. **Planning applications** – Amended and Deferred Plans
 - a) **DC/23/1562/FUL** – Reconsultation - Planning application – change of use from nightclub (sui generis) to two apartments (dwellings) with alterations to first and second floors of existing units – 2 Sun Lane, Newmarket (**Amended plans and description whereby the development retains a commercial element with two apartments at ground floor, showing adequate cycle storage. The scheme has been accompanied by a Noise Impact Assessment which Environmental Health have confirmed acceptable**)
 - b) **DC/25/0448/FUL** – Deferred – Planning application – a. conversion of basement to additional commercial space b. single storey rear extension c. solar pvs to front roof elevation – 1 Rous Road, Newmarket
8. **Planning Appeals** – to discuss any notified appeals and receive any appeal updates or results
9. **Planning applications** – East Cambs
10. **Planning decisions and plans withdrawn** – West Suffolk Council, weeks commencing 31/03/25, 07/04/25

- 11. Delegation Panel decisions** - To discuss any decisions by Delegation Panel
- 12. Licensing** - To discuss any Licensing applications, including pavement licence applications
 - a) **Caffe Nero, 77 High Street, Newmarket**
- 13. Enforcement** – to discuss any enforcement issues
- 14. Correspondence**
- 15. Date of next meeting – 6th May 2025**

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 14th April 2025

To: Chair & Members of D&P Committee, Other Council Members, Press & the Public



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee Held on Monday 7th April 2025 at 6.15pm

Attendance:

Councillor R Hood (Chairman)
Councillor J Berry
Councillor A Drummond
Councillor J Harvey
Councillor P Hulbert

Councillor J Jarvis
Councillor R Jones
Councillor J McHugh
Councillor R Nobbs

Also Present: C Whitaker – Town Clerk, N Alecock – Deputy Town Clerk, Cllr Winter (as an observer),
1 Member of the Public and 1 Member of the Press.

	Minute	Action by
D/25/04/1	<u>Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chair welcomed everyone, opened the meeting, and read out the Fire Safety Notice and confirmed that no-one intended to record the meeting.	
D/25/04/2	<u>Apologies</u> Apologies were received from Cllrs Perry and Yarrow.	
D/25/04/3	<u>Declaration of Members Interests & to Remind Councillors of the need to keep up to date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation</u> None noted. There were no requests for dispensation.	
D/25/04/4	<u>To Confirm the Minutes of the Meeting Held on 17th March 2025 and any Matters Arising</u> The Chair presented the minutes of the Development & Planning Committee held on 17th March 2025 and Cllr Hulbert made a proposal, seconded by Cllr Nobbs. A vote was taken which was unanimous and the following was agreed: <u>D/25/04/4.01 Resolved</u> That the minutes of the Development & Planning Committee held on 17th March 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee. There were no matters arising.	
D/25/04/5	<u>Public Open Session</u> A Member of the Press expressed their dissatisfaction in the proposed street names for the Hatchfield Development. The Chair proposed that item 15 be brought, seconded by Cllr Jones. A vote was	

taken which was unanimous and the following was agreed:

D/25/04/5.01 Resolved

That item 15 be brought forward.

Street Naming

Fordham Road - The response from the developer was considered. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

1 Member of the Public left the meeting at 6.26pm.

D/25/05/5.02 Resolved

That delegation be given to Cllrs Harvey, Hood, McHugh and the Member of the Press to re-consider the street names for submission to the developer.

D/25/04/6 Planning Applications

Week Commencing 10/03/2025 17/03/2025 & 24/03/2025.

D/25/04/6/1 DC/25/0306/HH – Householder planning application – front elevation window replaced with door – 15 Heasman Close, Newmarket. Cllr Hood declared an other interest. Cllr Berry made a proposal, seconded by Cllr McHugh. A vote was taken which was 8 in favour and 1 abstention and the following was agreed:

D/25/04/6.01 Resolved

The Committee voiced no objections.

D/25/04/6/2 DC/25/0469/TCA – Trees in a conservation area notification – one Sycamore (T1 on plan) one Horse Chestnut (T2 on plan) and one Beech (T3 on plan) cut back branches to approximately 1.5 metres past fence line as overhanging the boundary from neighbouring property – 14 Malcolm Way, Newmarket. Cllr Berry made a proposal, seconded by Cllr Nobbs . A vote was taken which was unanimous and the following was agreed:

D/25/04/6.02 Resolved

The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.

D/25/04/6/3 DC/25/0418/TPO – TPO 234 (1972) tree preservation order – one beech (within area A2 on order) overall crown reduction of up to 6 meters – 6 Weston Way, Newmarket. Cllr Berry made a proposal, seconded by Cllr Nobbs . A vote was taken which was unanimous and the following was agreed:

D/25/04/6.03 Resolved

The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.

D/25/04/6/4 DC/25/0448/FUL – Planning application – a. conversion of basement to additional commercial space b. single storey rear extension c. solar pvs to front roof elevation – 1 Rous Road, Newmarket. Cllr Hood made a proposal, seconded by Cllr Drummond.

A vote was taken which was unanimous and the following was agreed:

D/25/04/6.04 Resolved

The Committee voiced concern over the streetscene appearance and would like to know the Conservation Officers views on this in order to provide an accurate response to the consultation.

D/25/04/6/5 DC/25/0504/TCA – Trees in Conservation Area Notification – two Limes, four Sycamore, two Horse Chestnut, three Cherrys (within area G1 on plan) crown lift to five metres above ground level – Play Area, High Street, Newmarket. All Councillors declared an interest. Cllr Nobbs made a proposal, seconded by Cllr Jones. A vote was taken which was unanimous and the following was agreed:

D/25/04/6.05 Resolved

The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.

D/25/04/6/6 DC/25/0415/FUL – Planning application – a. change of use of storage area (use class B8) to community centre (use class F2) b. shutter door to be removed from front elevation and replaced with doors and windows – Newmarket Nexus, Albion Court, 9 Studlands Park Avenue, Newmarket. Cllr Jones made a proposal, seconded by Cllr Jarvis. A vote was taken which was unanimous and the following was agreed:

D/25/04/6.06 Resolved

The Committee supports and welcomes this application, subject to clarification regarding access to a clean water supply for the users.

D/25/04/6/7 DC/25/0491/TPO – TPO 1990 03 – Tree preservation order – one Lime (T1 on plan, G1 on order) reduce in height by approx. 3-4 metres to leave at approximately 12-13 metres above ground level, reduce lateral spread by approx. 1-2 metres crown lift to 3 metres above carport – 41 Derby Way, Newmarket. Cllr Berry made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/04/6.07 Resolved

The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.

D/25/04/7 Amended and Deferred Plans

D/25/04/7/1 Reconsultation – DC/25/0079/FUL – Planning application – a. change of use of stable building to place of worship, used in conjunction with The Five Bells (class F1), b. single storey extension c. external alterations including provision of roof lights on eastern, western and southern elevation, insertion and replacement of windows and doors on all elevations d. bricking up of stable doors on southern elevation e. repair works to existing openings – Five Bells, 16 St Marys Square, Newmarket. Cllr Hood made a proposal, seconded by Cllr Harvey. A vote was taken which was unanimous and the following was agreed:

D/25/04/7.01 Resolved

The Committee expressed their appreciation for the clear further information that has been provided; however still remains to have concerns over noise and parking. In light of the holding objection the Committee are happy for the professionals to make the decision.

D/25/04/8 Planning Appeals

None noted.

D/25/04/9 East Cambs Planning Applications

There were no East Cambs Weekly Lists.

D/25/04/10 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

There were no West Suffolk Planning Determinations received during weeks commencing 10/03/2025 17/03/2025 & 24/03/2025.

Applications	Description	Address	WS Decision	NTC Decision
DC/25/0244/TCA	Trees in a conservation area notification- one Hornbeam (orange on plan) fell.	Boyarin Lodge, 30 Bury Road, Newmarket, Suffolk,	Approved	No objections
DC/24/1833/HH	Householder planning application- construction of pool and detached pool house at rear of garden.	Boyarin Lodge, 30 Bury Road, Newmarket, Suffolk,	Approved	No objections
DC/25/0293/TPO	TPO/1978/02- Tree preservation order- one Horse Chestnut (T1 on plan, T6 on order) fell.	9 Saint Albans, Newmarket, Suffolk,	Approved	No objections
DC/25/0001/HH	Householder planning application- first floor extension over existing garage.	4 Hallwyck Gardens, Newmarket Suffolk	Approved	No objections
DC/25/0288/TCA	Trees in a conservation area notification - one Horse Chestnut (T1, T2, T5, T8 and T9 on plan) overall crown reduction by two metres, one Sycamore (T3 on plan) overall crown reduction by two metres, one Ash (T4 on plan) overall crown reduction by two metres, one Sycamore (T6 on plan) overall crown reduction by two metres, one Lime (T7 on plan) overall crown reduction by two metres.	The Kremlin, 1 Bury Road, Newmarket, Suffolk	Approved	No objections
DC/25/0164/TCA	Trees in a conservation area- one Red Robin hedge (T1 on plan) fell.	5 Mill Reef, Newmarket, Suffolk	Approved	No objections
DC/25/0275/TCA	Trees in a conservation area notification - one Wellingtonia (T1 on plan) - reduce back from neighbouring building and chimney leaving three metres clearance.	Carlburg Stables, 49 Bury Road Newmarket Suffolk	Approved	No objections
DC/25/0260/TCA	Trees in a conservation area notification - group of Maple (as indicated on plan) reduce and reshape group of Maple; one Silver Birch (as indicated on plan) reduce by 2-3 metres all round.	16 Brewers Lane, Newmarket, Suffolk	Approved	No objections
DC/22/1495/OUT	Outline planning application - (means of access to be considered) - a. provision of up to 123 residential dwellings (class C3); b. the part demolition, extension and conversion of the former White Lion public house to provide up to 562 sqm of commercial space (classes E(c) (i), e(c)(ii); e(c)(iii)); c. convenience store	Land at Black Bear Lane, High Street, Newmarket, Suffolk	Withdrawn	

	providing up to 371 sqm of floor space (class E(a)); together with public open space, landscaping and land reserved for a dedicated horse walk.				
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D/25/04/11 Delegation Panel Decisions

None noted.

D/25/04/12 Licensing

It was noted that pavement licences have been submitted for:

Wildwood - 29 High Street Newmarket

The Stable – 65 High Street Newmarket

D/25/04/13 Enforcement

The Working Group has compiled a list of matters which will be presented to the next meeting.

D/25/04/14 Local Plan Modifications Re-consultation

An update was provided from the Working Group. Documentation is being worked through, with the NNP Working Group writing team having some input. It was noted that the deadline date for submission is 13/4/2025.

D/25/04/15 Correspondence

None noted.

D/25/04/16 Date of Next Meeting

Monday 22nd April 2025 at the Memorial Hall.

Meeting closed at 7.03pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/04/4.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 17th March 2025 be adopted and were signed as a true record by the Chair of the Development & Planning Committee.
<u>D/25/04/5.01 Resolved</u>	That item 15 be brought forward.
<u>D/25/04/5.01 Resolved</u>	That item 15 be brought forward.
<u>D/25/05/5.02 Resolved</u>	That delegation be given to Cllrs Harvey, Hood, McHugh and

	the Member of the Press to re-consider the street names for submission to the developer.
<u>D/25/04/6.01 Resolved</u>	The Committee voiced no objections.
<u>D/25/04/6.02 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.
<u>D/25/04/6.03 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.
<u>D/25/04/6.04 Resolved</u>	The Committee voiced concern over the streetscene appearance and would like to know the Conservation Officers views on this in order to provide an accurate response to the consultation.
<u>D/25/04/6.05 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.
<u>D/25/04/6.06 Resolved</u>	The Committee supports and welcomes this application, subject to clarification regarding access to a clean water supply for the users.
<u>D/25/04/6.07 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officer's approval.
<u>D/25/04/7.01 Resolved</u>	The Committee expressed their appreciation for the clear further information that has been provided; however still remains to have concerns over noise and parking. In light of the holding objection the Committee are happy for the professionals to make the decision.

Items 6 & 7

Development and Planning Committee
Planning Applications – West Suffolk Council

Weeks commencing 31st March and 7th April

Application	Constraints/ Neighbourhood Plan Policies	Case Officer	Applicant name	Consultation expiry date
DC/25/0357/HH Householder planning application – single storey side and rear extensions 20 Melrose Gardens, Newmarket	Invalid application – consultation not needed. We will be reconsulted if the application becomes valid.			
DC/25/0552/PIP Permission in principle – one dwelling Pernataen, Snailwell Road, Newmarket	Conservation area NKT1	Savannah Cobbold	Mr & Mrs Richmond	Thu 17th April – EOT agreed
DC/25/0590/TPO TPO/1956/012 and TPO/1977/04 tree preservation orders- as listed on tree schedule Amenity Land at Norfolk Avenue, Durham Way, Newmarket, Suffolk, CB8 0DE	Tree Preservation Order NKT14	Cara Fieldhouse	Matt Vernon	Fri 2nd May
DC/25/0629/TCA Trees in a conservation area notification – one Prunus (T1 on plan) overall crown reduction by three metres, one Beech (T2 on plan) overall crown reduction by three metres, three Laurel (within G3 on plan) overall crown reduction by 0.5 metres The Gables, 20 Bury Road, Newmarket	Conservation area NKT2 NKT14	Philip Crutchlow	Mr M Payne	Thu 8th May
RECONSULTATION DC/23/1562/FUL Planning application- change of use from nightclub (sui generis) to two apartments (dwellings) with alterations to first and second floors to existing units	Conservation area	Savannah Cobbold	Unique 2 Leisure	Sat 26th April

Items 6 & 7

Development and Planning Committee
Planning Applications – West Suffolk Council

2 Sun Lane, Newmarket, Suffolk, CB8 8EW				
DEFERRED DC/25/0448/FUL Planning application - a. conversion of basement to additional commercial space b. single storey rear extension c. solar pvs to front roof elevation 1 Rous Road, Newmarket, Suffolk, CB8 8DH	Conservation area NKT1	Gregory McGarr	Mr Andrew Clarke	Wed 23rd April

NKT1 – Traditional Features and Materials for Developments within the Conservation Area

NKT2 – Key Views

NKT14 – Trees

EAST CAMBRIDGESHIRE DISTRICT COUNCIL WEEKLY LIST OF PLANNING APPLICATIONS



(Alphabetically by Parish)

List produced on 4th April 2025

Reference: 25/00355/FUL

Officer: Jasmine Moffat

Location: 42 Swaffham Road Burwell Cambridge CB25 0AN

Date application valid:

26th March 2025

Parish:

Burwell

Proposal: Demolition of existing rear extension, construction of new front and rear extensions and associated work

Applicant:

Mr & Mrs Gordon
42 Swaffham Road
Burwell
Cambridge
CB25 0AN

Agent:

AJS Architecture Ltd
FAO Mr Antony Smith
Cleveland House
Old Station Road
Newmarket
CB8 8QE

Grid Reference: 558625 265503

Reference: 25/00369/FUL

Officer: Cassy Paterson

Location: 121 North Street Burwell Cambridge CB25 0BB

Date application valid:

28th March 2025

Parish:

Burwell

Proposal: Single storey rear extension to form new kitchen and family room

Applicant:

Mr & Mrs Andrew and Francis Bentinck
121 North Street
Burwell
Cambridge
CB25 0BB

Agent:

Workshop76 Ltd
FAO Mr Matt Lowther
15 Cage Hill
Swaffham Prior
Cambridge
CB25 0JS

Grid Reference: 558894 268097

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Decision List

Weeks commencing 31 st March and 7 th April	NTC Comments
DC/25/0240/TPO TPO 04 (2000) tree preservation order- one beech (T1 on plan and order) crown thin by 15 percent Portland Cottage, Hamilton Road, Newmarket, Suffolk, CB8 0NQ Decided- Approve application	The Committee actively encourages responsible tree management and does not object to this application, subject to the Tree Officers approval. 
DC/25/0235/TPO TPO/001 (2024) Tree preservation order- five Sycamore (T7, T8, T9, T10, and T11 on plan G1 on order) fell Palace House, Palace Street, Newmarket, Suffolk, CB8 8EP Decided- Approve application	The Committee actively encourages responsible tree management and object to the felling of healthy trees. In this instance, the Committee support the Tree Officers approval for the trees to be felled and support the plan to replace the trees as stated in the application. The Committee requests that the trees be felled outside of the bird nesting season. 
DC/25/0124/HH Householder planning application - a. porch b. garage conversion into habitable rooms c. single storey front, side and rear extensions d. exterior fenestration alterations, internal alterations and associated works Sidehill House Heath Road Newmarket Suffolk CB8 8AB Decided- Approve application	The Committee voiced no objection. 
DC/24/1782/HH Householder planning application - a. two storey side extension (following demolition of garage) b. infill door to rear elevation c. single storey side extension 10 Falmouth Gardens Newmarket Suffolk CB8 7DL Decided- Approve application	The Committee voiced no objections. 

Decision List

DC/24/0720/OUT Outline planning application (means of access to be considered) - a. construction of general industrial/storage and distribution/commercial use buildings (use class B2/B8 and E(g) b. highway and access works c. car parking d. landscaping and associated works Hatchfield Farm Fordham Road Newmarket Suffolk CB8 7XL Decided- Approve application	Newmarket Town Council supports the development of suitable business and local employment opportunities, with a strong preference for encouraging start-up and technical type units rather than large industrial units and distribution centres, which are not acceptable within this town as these conflict with our delicate eco-system. There are concerns about additional vehicles on the A14 slip-roads, particularly larger vehicles. A potential review of the slip-road itself is preferable, with potentially direct access to the site for related traffic movement. Sufficient onsite parking is required to avoid ingress into the residential part of the site. Under our Newmarket Neighbourhood Plan, approaches to the town need to be beautiful and attractive and any large, oblique warehouses are totally unacceptable in our market town. Complimentary building styles are a must and landscaping and net eco-gain is essential to this development. Newmarket is not a standard town and should not simply be regarded as a suitable stop on the A14 between Cambridge and Felixstowe for large warehouse storage. It is unique and needs sensitive employment land development. APPROVED
DC/24/1465/FUL Planning application - a. outbuilding with dust extraction system International House Willie Snaith Road Newmarket Suffolk CB8 7GG Decided- Approve application	The Committee voiced an objection until clarification is provided on what material or product is being extracted and that reassurance is provided that this does not have the potential to damage the air quality. APPROVED

To: **Recipients of Delegation Panel papers**

Contact Planning Department
Email planning.help@westsuffolk.gov.uk

9 April 2025

Dear all

Delegation Panel - Tuesday 8 April 2025

Following consultation with the members of the Delegation Panel on the above date, the Director (Planning and Growth) has determined that the following decisions will either be delegated to Officers or referred to the Development Control Committee for consideration, as indicated against each item.

Those applications agreed to be delegated are not strategic in their scale or nature and do not raise any significant material planning issues to justify referral for wider discussion at the Development Control Committee.

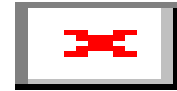
Those applications agreed to be referred to the Development Control Committee for determination were considered to have significant public interest, raising material planning issues that justify wider discussion and debate.

Any queries in relation to the Delegation Panel meeting and/or the applications should be directed to
planning.help@westsuffolk.gov.uk

Yours sincerely



Julie Baird
Director – Planning & Growth



Delegation Panel list

Date: Tuesday 8 April 2025
 Time: 1.00pm
 Location: Via MS Teams
 Attended by: Councillors Andrew Smith, Phil Wittam, Mike Chester (Item 6)
 Officers: Dave Beighton, Gary Hancox, Greg McGarr, Adam Yancy

The Delegation Panel advised the Director (Planning and Growth) of their opinion as to whether these applications should be referred to the Development Control Committee for determination or whether they should otherwise be determined using delegated powers.

1.	Application number	DC/24/1465/FUL
	Proposal:	Planning application - a. outbuilding with dust extraction system
	Location:	International House, Willie Snaith Road, Newmarket, Suffolk
	Case officer:	Adam Yancy
	Parish:	Newmarket Town Council
	Ward:	Newmarket North
	Member comment:	No Ward Member comments received.
	Officer 'minded to' position:	GRANT
	Recommendation of the Panel:	Delegated Decision
	Reason for DCC referral:	N/A
	Director decision:	Delegated Decision
2.	Application number	DC/24/1683/LB
	Proposal:	Application for listed building consent -a. replacement shop front b. internal frosting to first and second floor windows on front elevation c. installation of plant d. one Panel sign e. one box fascia sign f. one projecting sign g. two vinyl signs
	Location:	84 High Street, Newmarket, Suffolk, CB8 8JX
	Case officer:	Gregory McGarr
	Parish:	Newmarket Town Council
	Ward:	Newmarket East
	Member comment:	
	Officer 'minded to' position:	GRANT
	Recommendation of the Panel:	Delegated Decision
	Reason for DCC	N/A

	referral:	
	Director decision:	Delegated Decision
3.	Application number	DC/24/1695/ADV
	Proposal:	Application for advertisement consent - a. one non-illuminated panel b. one non-illuminated box fascia with vinyl lettering c. one non-illuminated projecting sign with acrylic lettering d. one internally applied full height vinyl sign applied on glazing e. one internally applied double sided vinyl sign
	Location:	84 High Street, Newmarket, Suffolk, CB8 8JX
	Case officer:	Gregory McGarr
	Parish:	Newmarket Town Council
	Ward:	Newmarket East
	Member comment:	
	Officer 'minded to' position:	GRANT
	Recommendation of the Panel:	Delegated Decision
	Reason for DCC referral:	N/A
	Director decision:	Delegated Decision
4.	Application number	DC/24/1693/FUL
	Proposal:	Planning application - a. replacement shop front b. internal frosting to first and second floor windows on front elevation
	Location:	84 High Street, Newmarket, Suffolk, CB8 8JX
	Case officer:	Gregory McGarr
	Parish:	Newmarket Town Council
	Ward:	Newmarket East
	Member comment:	
	Officer 'minded to' position:	GRANT
	Recommendation of the Panel:	Delegated Decision
	Reason for DCC referral:	N/A
	Director decision:	Delegated Decision

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Pavement Licence Application Form

Prior to completing this application, please ensure that you have read and clearly understood the [Pavement Licence Guidance](#)

Once your application has been received it will be reviewed by the Licencing Team. If it is accepted a public notice of display will be provided by the Licensing Team and the 14-day consultation period will commence prior to a decision being determined.

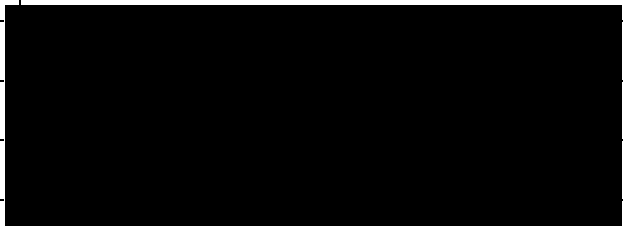
Application type (please tick as appropriate)

New		Re-licence	
Licence number (if a re-licence)			

Section 1. Applicant details

Please select the type of applicant	
-------------------------------------	--

Company or charity applicant details

Company or charity name	
Company or charity registration number	
Registered address	
Contact name	
Telephone number	
Email address	

Individual applicant details

Name	
Telephone number	
Email address	
Address	
Postcode	

Is this application being completed by an agent or solicitor?	Yes		No	
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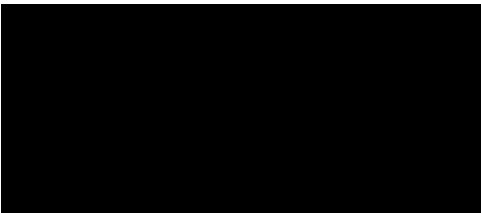
If you answered yes to the above, please provide the following information:

Contact name	
Capacity	
Email address	
Telephone number	

Section 2. Premises details

Trading name	
Trading address	
Trading postcode	

Section 3. Site manager (who is the contact at the premises)

Name		
Telephone number		
Email address		

Section 4. Correspondence

Which address should be used for main correspondence address	Applicant	
	Agent or solicitor	
	Premises	

Section 5. Site details and schedule

Proposed location of furniture (please include street name or names if your premises has a dual aspect)	
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Please use the section below to indicate your intended schedule for use of this pavement licence. You will need to complete parts one and two if your premises has a dual aspect and crosses over two different roads, for example, on a corner.

Part one

Day	Start time	End time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Number of tables	
Number of chairs	
Details of other furniture (for example, barriers, benches, counters, heaters, planters, shelves, stalls, umbrellas)	
Goods to be sold	
Any further information	

Part two

Day	Start time	End time
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

Number of tables	
Number of chairs	
Details of other furniture (for example, barriers, benches, counters, heaters, planters, shelves, stalls, umbrellas)	
Goods to be sold	
Any further information	

Section 6. Supporting documents

Please tick to indicate agreement

I enclose public liability insurance certificate (minimum £5,000,000) to cover requested activities or location	
I enclose a plan showing the area to be covered by the licence which conforms to the Pavement licence guidance	
I enclose a photograph of the area intended to be licenced	
I enclosed photograph(s) or brochure(s) showing examples of all intended furniture	

Section 7. Statement of application

Fraud Act 2006

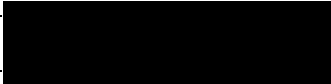
I hereby declare that I fully understand, have read and checked the details and questions on this application form and the foregoing statements are true:

I understand that it is a criminal offence if I or anyone else gives false information, or makes a false representation within this application, or fails to disclose information in order for me to obtain a Pavement Licence.

I am fully aware that the provision of a false statement, or information in order to obtain a licence is an offence under the above act which may result in the refusal of this licence application and any subsequent licence applications.

I am also aware that any licence granted as a result of breaching the above act will be immediately revoked.

I have read the Pavement Licence Policy, and I undertake, in the event of a licence being granted, to observe and comply with its contents and Pavement Licence Conditions.

Signature	
Capacity	

Section 8. Payment

I confirm I have paid the following fee (please tick as appropriate) by selecting Pavement Licence via [West Suffolk - Adelante Smart pay](#)

New £500		Re-licence £350	
Payment reference number			

Section 9. Next steps

Please submit your completed form and supporting documents to licensing@westsuffolk.gov.uk

Once your application has been received it will be reviewed by the Licencing Team. If it is accepted a public notice of display will be provided and the 14-day consultation period will commence prior to a decision being determined.

West Suffolk Council will capture and store information in this form so that the requested service can be provided. All personal information will be processed, protected, and disposed of in accordance with the UK General Data Protection Regulation and the Data Protection Act 2018 and will only be used to deliver or improve our services. We will not disclose any personal information to any other third parties unless required to do so by law or we have your consent to do so. For more information on how we do this and your rights in regard to your personal information and how to access it, visit our website [How we use your information](#)

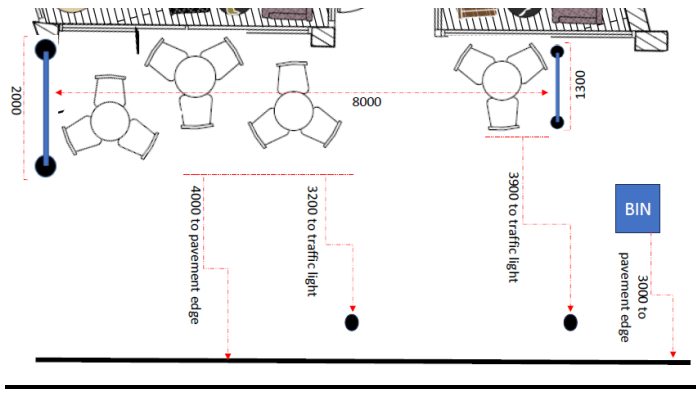
PUBLIC NOTICE

Pavement Licence - New Application

Business and Planning Act 2020 and
Levelling Up and Regeneration Act 2023

Name of Applicant: NERO Holdings Limited	Name of Premises: Caffe Nero	
Postal address of premises relevant to this application. 77 High Street Newmarket CB8 8JH	This application may be viewed at: West Suffolk Council West Suffolk House Western Way Bury St Edmunds IP33 3YU	
Proposed activities: Furniture for consumption of food and drink		
Pavement use	Day/s	Times
4 Tables, 12 Chairs, 2x Metal tapping barriers	Monday to Sunday	07:00-19:00

Date by which representations must be made to the Licensing Authority: 26/04/2025

Overhead Plan of Licensable Area 	Premises to Which Licence Relates 
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Representations must be made by email only to West Suffolk Council (as the Licensing Authority) to licensing@westsuffolk.gov.uk.

It is an offence knowingly or recklessly to make a false statement in connection with an application and the maximum fine for which a person is liable on summary conviction for the offence is unlimited.

Enforcement

8 Park Lane

Five Bells

Lisburn Road

Planning

Mill Hill - Air B&B

Bury Road - Windows in Conservation Area

Former McColls - Listed Building

The Silks vacant flats adjacent to Aldi

Highways (traffic/parking, speeding)

Exning Road - Bollards on grass verges - Awaiting permission from SCC.

High Street/Conservation Area

128 High Street - Licencing and planning non-compliance

Market Square - Shopfront breach

New Vape Shop High St - Shopfront breach

Pavement Licences

Additions

Shops with illuminated signs without permission.

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