

# HELMDON PARISH COUNCIL PLANNING COMMITTEE MEETING

Minutes of a meeting of the **Planning Committee** of Helmdon Parish Council held in the Committee Room at the Reading Room, Church Street, Helmdon at **5pm on Tuesday 23<sup>rd</sup> December 2025**

**Present:** Cllrs Marchant (Chair), Hart, Minshall, and Plunkett.

**In attendance:** None.

*Cllr Marchant left the meeting before the first item.*

It was agreed that Cllr Hart would Chair the meeting in Cllr Marchant's absence.

1. **Apologies for absence** – Apologies were received from Cllr Shepherd.
2. **Declarations of Interest** – Cllr Hart had declared a potential interest in the planning applications under 5.1 and 5.2, and had received a dispensation to discuss other aspects of the applications, due to the potential for the company she works for getting the contract for the heat pump should the application be approved, therefore Cllr Hart will leave the meeting when any discussions around the heat pump take place and will not vote on the items.
3. **To approve and sign the minutes of the meeting held on 20<sup>th</sup> November 2025** - It was **RESOLVED** that the minutes be approved and duly signed.
4. **Open Forum (15 minutes maximum)** – None.

*Due to Cllr Hart having declared an interest and therefore not being a voting member for the following applications, and the fact that Cllr Merchant had left the meeting prior to the transaction of any business, the committee is now inquorate so cannot discuss the following items. **Clerk to be asked to arrange another meeting to discuss the applications in the hope that a quorum can be achieved.***

**5. To consider the following planning applications:**

- 5.1. **App No.** 2025/4928/FULL  
**Proposal** Subdivision of 1no. dwelling and associated annexe into 2no. separate dwellings. Install 1no. airsource heat pump to 1 dwelling to replace existing oil boiler and tank system. Associated hard and soft landscaping and boundary treatments.  
**Location** The Old Cross, 15 Cross Lane, Helmdon, NN13 5QL  
**Documents** <https://wnc.planning-register.co.uk/Planning/Display/2025/4928/FULL>
- 5.2. **App No.** 2025/5054/LBC  
**Proposal** Subdivision of 1no. dwelling and associated annexe into 2no. separate dwellings. Install 1no. airsource heat pump to 1 dwelling to replace existing oil boiler and tank system. Associated hard and soft landscaping and boundary treatments.  
**Location** The Old Cross, 15 Cross Lane, Helmdon, NN13 5QL  
**Documents** <https://wnc.planning-register.co.uk/Planning/Display/2025/5054/LBC>

Meeting closed @ 5:05pm

Signed..... Date.....