



Committee Report

Planning committee - 20 January 2026

Application no. DC/25/3775/LBC

Location

5 St Marys Flats

Ballygate

Beccles

Suffolk

NR34 9NF

Statutory determination date 26 December 2025

Agreed extension date 28 January 2026

Application type Listed Building Consent

Applicant East Suffolk Council

Parish Beccles

Proposal Listed Building Consent - A mechanically operated extractor fan through removal of one of the sliding sash window panes in the bathroom.

Case Officer Daniel Bailes
01502 523022
daniel.bailes@eastsuffolk.gov.uk

Determination route This application is before Planning Committee for determination because East Suffolk Council is the owner and/or applicant.

1. Summary

1.1 Listed building consent is sought for the addition of an extractor fan through the removal of a glass pane on one of the sliding sash windows at St Mary's Flats, Beccles. The proposal is considered to preserve the significance of the listed building in accordance with local and national policy, therefore the application is recommended for approval.

2. Site Description

2.1 St Mary's Flats is a two-and-a half storey building which is located within the settlement boundary of Beccles and the Beccles Conservation Area. The building was listed Grade II in September 1971, and the list description describes this as an early 19th century Suffolk yellow brick two storey house with a wood modillion cornice and slate roof.

3. Proposal

3.1 The application seeks listed building consent for a mechanically operated extractor fan through removal of one of the sliding sash window panes in the bathroom.

4. Consultees

Third Party Representations

4.1 There have been no third-party representations received.

Consultees Responses

Consultee	Date consulted	Date reply received
Beccles Town Council	5 November 2025	2 December 2025
Summary of comments: No Objection.		

Consultee	Date consulted	Date reply received
East Suffolk Design And Heritage	5 November 2025	13 November 2025
Summary of comments: The proposal would have a minor negative impact on the listed building. However, there are benefits to the proposal which are considered to justify the very low level of less than substantial harm.		

5. Publicity

The application has been the subject of the following press advertisement:

Publication	Published date	Expiry date	Reason
Beccles and Bungay Journal	14 November 2025	5 December 2025	Conservation Area Listed Building
Lowestoft Journal	14 November 2025	5 December 2025	Conservation Area Listed Building

6. Site Notices

General Site Notice	Reason for site notice: Conservation Area, Listed Building Date posted: 19 November 2025 Expiry date: 10 December 2025
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7. Planning Policy

- National Planning Policy Framework 2024
- WLP8.29 - Design (East Suffolk Council - Waveney Local Plan, Adopted March 2019)
- WLP8.37 - Historic Environment (East Suffolk Council - Waveney Local Plan, Adopted March 2019)
- WLP8.39 - Conservation Areas (East Suffolk Council - Waveney Local Plan, Adopted March 2019)
- BECC5: Heritage (Beccles Neighbourhood Plan, 'Made' September 2021)
- BECC9: General Design Principles (Beccles Neighbourhood Plan, 'Made' September 2021)

8. Planning Considerations

8.1 Section 16(2) of the Planning (Listed Buildings and Conservation Areas) Act 1990 imposes a duty on local planning authorities to have special regard to the desirability of preserving listed buildings or their settings or any features of special architectural or historic interest which they possess.

Heritage Impact

- 8.2 The front elevation of St Mary's Flats still retains the historic sash windows and has not been detrimentally altered through its change of use into flats. This proposal seeks to insert a mechanically operated extractor fan through the removal of one of the glass panes on the sliding sash window which serves the bathroom at flat 5.
- 8.3 East Suffolk Council's Design and Heritage Team have been consulted on this application to help assess the impact of the proposal upon the Grade II listed building. They have advised in their comments that it is important to improve the living conditions of the flat by ensuring the flat has adequate ventilation and preventing damp and mould issues to help preserve the building in the long term.
- 8.4 The physical impact of fitting a fan has been minimised, as only one glass pane would need to be removed, and other options of providing ventilation would either interfere with the flat

above or cause the loss of brickwork. Notwithstanding this, the fan would appear intrusive on this elevation. However, on balance, the minor visual impact has justification and ESC Design and Heritage have no objections to this proposal.

9. Conclusion

- 9.1 Paragraph 215 of the National Planning Policy Framework (NPPF) sets out that where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.
- 9.2 The proposal is deemed to cause a very low level of less than substantial harm to the significance of St Marys Flats. However, this harm is considered to be outweighed by the benefits of providing adequate ventilation in the bathroom, which will help to prevent damp issues and improve quality of living.

10. Recommendation

- 10.1 It is recommended that listed building consent is granted subject to conditions.

11. Conditions:

1. LBC Time Limit
2. Approved Plans

Background Information

See application reference DC/25/3775/LBC on [Public Access](#)