



Town Hall | 61 Newland Street | Witham | CM8 2FE  
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witham.gov.uk

## AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Monday, 28th February 2022**

Time: **6.30 p.m.**

Place: **Town Hall, 61 Newland Street, Witham, Essex**

**Members are hereby summoned to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.**

To be present: Councillors:

J.	Goodman	(Chairman)
A.	Kilmartin	(Vice Chairman)
K.	Atwill	
P.	Barlow	
S.	Hicks	
C.	Jay	
C.	Lager	
M.	Lager	
C.	Livermore	
S.	Rajeev	

**1. APOLOGIES**

To receive apologies for absence.

**2. MINUTES**

To receive the Minutes of the Meeting of the Planning & Transport Committee held 14th February 2022 (previously circulated).

**3. INTERESTS**

To receive any declarations of interests that Members may wish to give notice of on matters pertaining to any item on this Agenda.

**4. QUESTIONS AND REPRESENTATIONS FROM MEMBERS OF THE PUBLIC**

Members of the press and public will be invited to address the Meeting regarding any item on the Agenda.

*Order Note: A maximum of 30 minutes is designated for public participation time with no individual speaker exceeding three minutes unless otherwise granted an extension by the Chairman under Standing Order 3(F) & 3(G)*

**5. PLANNING OFFICER'S REPORT**

To receive a verbal report from the Planning Officer on any matters arising from previous Meeting.

**6. PART 1 APPLICATIONS**

To approve officer 'no objection' recommendations for applications listed under [Part 1](#) without debate. *Applications may be moved to Part 2 where Members are in disagreement with recommendations by giving 24 hours' notice to the Planning Officer.*

**7. PART 2 APPLICATIONS**

To consider applications in [Part 2](#).

**8. REVISED PLANS**

21/03680/FUL - 14 Rickstones Road, Witham

To consider the above revised plans received by Braintree District Council that have previously been commented upon.

**9. DECISIONS**

To receive and note decisions on planning applications pertaining to Witham which have been received from Braintree District Council ([attached](#)).

**10. PARKING IN LUARD WAY**

To receive an email from a resident concerning parking issues ([attached](#) – photos will be form part of the presentation).

**11. MINERALS LOCAL PLAN 2014**

To receive a letter from Essex County Council regarding Policy S6 – Provision for sand and gravel extraction, and the need for Policy S6 engagement alongwith the Call for Sites exercise ([attached](#)).

**12. LOCAL HIGHWAYS PANEL**

To receive an extract from the Local Highways Panel Meeting held 27th January 2022 ([attached](#)).



Nikki Smith  
Town Clerk  
GK/22.2.2022

**PART 1**  
**APPLICATIONS WITH OFFICER ‘NO OBJECTION’**  
**RECOMMENDATIONS TO BE CONSIDERED “EN BLOC” WITHOUT**  
**DEBATE.**

**Applications Received:**

The following applications have been made to the District Council for planning permission under the Town & Country Planning Acts and referred to the Town Council as a statutory consultee. Copies of the applications and accompanying plans may be seen at the Planning Department Causeway House, Bocking End, Braintree or online at [www.braintree.gov.uk](http://www.braintree.gov.uk)

**PLEASE NOTE:** Under the Local Government (Access to Information) Act 1985, representations cannot be treated in confidence. Witham Town Council is not responsible for issuing planning decisions.

22/00312/HH	Auckland , Maldon Road, Witham	South	Single-storey front extension with alterations to the existing front roof to form a gable
22/00333/HH	1 Gimson Close, Witham, Essex	West	Erection of single-storey side extension

## PART 2 APPLICATIONS FOR MEMBERS' DEBATE

### Applications Received:

The following applications have been made to the District Council for planning permission under the Town & Country Planning Acts and referred to the Town Council as a statutory consultee. Copies of the applications and accompanying plans may be seen at the Planning Department Causeway House, Bocking End, Braintree or online at [www.braintree.gov.uk](http://www.braintree.gov.uk)

**PLEASE NOTE:** Under the Local Government (Access to Information) Act 1985, representations cannot be treated in confidence. Witham Town Council is not responsible for issuing planning decisions.

22/00276/FUL	Guithavon House, Guithavon Street, Witham	Central	Conversion of roof space, erection of 3 dormer windows and installation of rooflights in connection with the creation of 3 x 1 bedroom flats, with associated bin & cycle storage
22/00343/HH	42 Blunts Hall Road, Witham, Essex	West	Part ground floor and first floor front extension, first floor side extension over existing garage and extension, ground floor rear extension to replace conservatory, first floor rear extension over existing extension and conservatory
22/00366/TPOCON	46 Collingwood Road, Witham, Essex	Central	Notice of intent to carry out work to trees in a Conservation Area

## Witham Town Council – Planning Application Report

**Application No:-** 22/00276/FUL

**Address:-** Guithavon House, Guithavon Street, Witham

**Ward:-** Central

**Proposal:-** Conversion of roof space, erection of 3 dormer windows and installation of rooflights in connection with the creation of 3 x 1 bedroom flats, with associated bin & cycle storage

**Relevant Site History:-** 16/01617/FUL - The Town Council recommended refusal on the grounds of no allocated parking.

**Representations:-**

**Summary:-** Guithavon House used to be the Barclays bank processing centre before becoming Greenfields Office. It was converted into nine flats over two floors in 2016. This proposal is to convert the roof space to form three one bedroom flats with floor spaces of 51, 52 and 63 sqm. To achieve this the current staircase will be used. There will be one new rooflight showing from the front of the building and a circular window in the gable. On the back of the building there will be three new dormers, two roof lights and another circular window to a gable. There will be no additional parking spaces but cycle storage for five bikes will be provided and additional bin/recycling storage.

**Recommendation:-**

Would suggest recommend refusal on the grounds of overdevelopment of the building, no parking provision or amenity space.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 22/00343/HH

**Address:-** 42 Blunts Hall Road, Witham, Essex

**Ward:-** West

**Proposal:-** Part ground floor and first floor front extension, first floor side extension over existing garage and extension, ground floor rear extension to replace conservatory, first floor rear extension over existing extension and conservatory

**Relevant Site History:-** 21/02385/HH which was refused by the Planning Authority. This Committee had recommended that despite the potential of change of street scene and that the extension could be unsympathetic to the neighbouring property, on balance agreed to offer no objection.

**Representations:-** The Planning Authority considered that the original application should be refused on the grounds of design and appearance, ie that there are no other properties that are completely infilled above the garage. The depth of the extension and flank wall would have no features and be dominant; the roofline also gave cause for concern.

**Summary:-** The proposal is to bring forward the lounge by 1.8m and to extend over the adjacent porch to extend the upstairs bedroom. The back of the house will be re-ordered and the conservatory demolished to create a large, open plan kitchen/diner/family room. Part of the garage will be used as a utility room. On the first floor, the rear of the house will be extended over the ground floor and a small section of the garage.

**Recommendation:-** This new application seeks to address the concerns of the Planning Authority. The infill extension over the garage has been set back, the flank wall now has windows and the roof line changed. This proposal will alleviate the fears that some Members had regarding the change in street scene and would suggest no objection.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 22/00366/TPOCON

**Address:-** 46 Collingwood Road, Witham, Essex

**Ward:-** Central

**Proposal:-** Notice of intent to carry out work to trees in a Conservation Area

**Relevant Site History:-**

**Representations:-**

**Summary:-** The proposed work is to trees adjacent to neighbouring property. Ash - Reduce larger branches back enough to give clearance away from the neighbouring property. Roughly 3-4m in places. Blue Cedar - Reduce larger branches away from the neighbouring property. Roughly 3-4m in places

**Recommendation:-** The proposed work seems reasonable and the Tree Warden has confirmed this. Recommend no objection subject to the advice of the District Council's Landscape Officer.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 21/03680/FUL

**Address:-** 14 Rickstones Road

**Ward:-** North

**Proposal:-** Erection of 1 x 3 bedroom two-storey detached dwellinghouse

**Relevant Site History:-**

**Representations:-**

**Summary:-** This application was considered in January and recommended for no objection. Neighbours have since made representations and instead of a 2.5 storey house, it has become 2 storey with the ridge height decreased.

**Recommendation:-** Recommend that no objection stands.

**Policy References:-**

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Application & Address	Proposal	BDC Decision	WTC Decision
21/03637/HH - Velden The Paddocks Witham Essex CM8 2DR	Rear dormer roof extension, installation of 4 rooflights to front elevation and first floor window to east flank gable, in connection with conversion of loft space to habitable accommodation	Application Permitted	Raised no objection
21/03502/HH - 6 Old Parsonage Court Guithavon Street Witham Essex CM8 1XP	Two-storey side extension, alterations to and retention of single-storey rear extension and installation of French doors to front elevation	Application Refused	Raised no objection subject to the Listed Buildings Officer being satisfied with proposed materials
21/03355/VAR - Witham Power Generation Plant Cut Throat Lane Witham Essex	Variation of Condition 2 (Approved Plans) of permission 19/02196/FUL granted 30/04/2021 for : Development of a standby gas powered generation facility, incorporating improved access provision, internal access tracks, security fence, gas generators and associated infrastructure. Variation would allow :- An alternative layout of generators and ancillary equipment	Application Permitted	Raised no objection subject to clear and robust oversight by the LPA and ECC Highways, an assurance from the LPA that the work will be duly inspected at all key points to ensure ecology and amenity is preserved as best as possible, that all key steps of the construction and traffic management plans are adhered to and that the appointed planning officer keeps ward members fully apprised of ongoing developments in writing on a regular basis.
21/02226/HH - 88 Highfields Road Witham Essex CM8 2HH	Erection of single-storey replacement outbuilding in rear garden	Application Permitted	Raised no objection subject to the outbuilding not being used as living accommodation

21/01974/FUL - 132 Newland Street Witham Essex CM8 1BA	Change of use from auction house (Sui Generis) to 1 x 1 bed residential apartment (C3).	Application Refused	Recommend refusal on the grounds of materials being inappropriate in a Conservation Area
21/01271/FUL - Olivers Farm House Maldon Road Witham Essex CM8 3HY	Erection of single-storey unit to be used for storage (Class B8).	Application Permitted	Raised no objection
21/00458/FUL - Land To Rear Of The Jack And Jenny Hatfield Road Witham Essex CM8 1EE	Erection of 2 No. 3 bedroom detached dwellings and creation of new access.	Application Refused	Recommend refusal on the grounds that the proposed access for two households onto a busy road would be unsafe and lack of private and secure amenity space for the house tucked under the trees, contrary to RLP10.

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Agenda Item 10

Good morning Cllr Lager,

I am contacting you this morning after being advised to email you regarding a parking issue we are having.

We live at 8 Luard Way, Witham, Essex, CM8 1DE and we consistently get people parking at the bottom of our street for access to the town centre or train station (mainly for work).

However, ever since the construction of Churchill Retirement Homes has started it has become unbearable and we regularly have illegal parking blocking our driveway which restricts myself and my wife from getting out for work or appointments, we have missed appointments or activities sometimes for our 15 month old daughter and this cannot go on any longer. We would like to get a double yellow line put in (probably only a couple of meters long) which needs to be implemented so we aren't restricted from getting on or off of our driveway.

I have contacted Witham Town Council and they advised you would discuss this in a meeting and then get in contact with me to discuss the matter further.

I have also attached images to show the issue, I would also add that today was a smaller car, it is even worse when it is a van/estate car which regularly happens with it currently being construction works.

Please contact me on 07882 963023 when you are free to discuss this issue further.

I look forward to hearing back from you,

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Agenda Item 11

County Planning  
Essex County Council  
County Hall  
Chelmsford  
CM1 1QH



Our ref: MLP Review  
Date: 11 February 2022

Dear Consultee

**From 11 February to 25 March 2022**

- **Focussed Engagement on Policy S6 of the Minerals Local Plan 2014**
- **Call for Sand and Gravel Extraction Sites**

Proposed amendments to the Essex Minerals Local Plan 2014 were consulted on between 18 March – 29 April 2021. You are being contacted again through the Essex Minerals Local Plan Review as you are either on our database of consultees or responded to the previous round of consultation.

The responses received through the previous consultation are in the process of being assessed but it is currently considered that a number of amendments are required relating to Policy S6 - *Provision for sand and gravel extraction* (the policy which quantifies mineral need) which are too significant to allow for progression to the next stage of the Plan Review without additional engagement.

The most significant changes from the previous consultation are a proposed reduction in the overall amount of sand and gravel that the Minerals and Waste Planning Authority needs to plan for in the future, and that new sand and gravel sites are required to be allocated as part of this Plan Review. Whilst the previous consultation recognised the need to allocate sites before the end of the Plan period in 2029, it was previously considered that any new site allocations could immediately follow the current Review once it had been completed. This is no longer the case.

And so, as well as an engagement on Policy S6, we are also simultaneously holding a Call for Sites exercise.

A Call for Sites is being carried out alongside this engagement as we currently consider that under any reasonable plan provision scenario, additional sites will be needed before the Plan expires in 2029 and so provision should be made as part of the Review. This conclusion is however without prejudice to the outcome of this Policy S6 engagement and future plan assessment processes.

Following the conclusion of the engagement on Policy S6 and the Call for Sites exercise, the Minerals and Waste Planning Authority will consider all responses received and assess all sites received for potential allocation under a site selection methodology.

We will then publish a revised Policy S6 and, should there still be an assessed need and suitable sites are submitted, a proposed list of Preferred and Non-Preferred allocations for new sand and gravel sites. These will be presented for a future public consultation under Regulation 18 of the Town and Country Planning Act 2012 (As amended). Following the conclusion of that consultation, and all responses considered, the Minerals Local Plan as a whole will be re-subjected to public consultation under Regulation 19 of the Act ahead of submission to the Secretary of State.

Full details of the Policy S6 engagement and Call for Sites exercise, including why we are holding both, engagement documents and how to respond can be found on the Essex County Council website at [www.essex.gov.uk/minerals-review](http://www.essex.gov.uk/minerals-review)  
Free internet access is available at Essex libraries.

Paper copies of the four main Policy S6 engagement documents can be viewed at all Essex libraries and council offices. However due to the current Covid pandemic, please check with your local library / council office for opening times/officer availability.

Responses to the Policy S6 engagement should be made by 5pm on 25 March 2022.

Please note that the scope of this Minerals Local Plan engagement is Policy S6 only. All other comments received during the previous consultation on the Minerals Local Plan Review remain valid and are in the process of being assessed, with amendments to the future MLP being drafted accordingly.

As the Call for Sites exercise is being held alongside this engagement exercise, where potential new allocations may be made is not currently known. All potential new site allocations, preferred and non-preferred, will be published for consultation alongside a revised Policy S6 later in the year.

All comments submitted to the Policy S6 engagement will be available to view online on our consultation portal, including those submitted through non-electronic means. Information will be published in accordance with the requirements of the Freedom of Information Act, The General Data Protection Regulation and ECC's own privacy notice.

If you have any queries, please contact us via the email or phone number below.

Yours sincerely



Richard Greaves  
Chief Planning Officer, County Planning  
Tel: 03330 139 808  
Email: [mandwpolicy@essex.gov.uk](mailto:mandwpolicy@essex.gov.uk)

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Agenda 12

**BRAINTREE LOCAL HIGHWAYS PANEL MINUTES - 27th January 2022 4.00pm**

Members were advised, that following discussion at the Panel's meeting on 30th September 2021, Essex Highways had implemented a new process which enabled Parish, Town and District Councils to request, purchase and erect Vehicle Activated Signs (VAS) and/or Speed Indicator Devices (SID) under a licence arrangement if there was a perceived speeding problem. Any such requests would be determined by Essex County Council's Cabinet Member for Highways Maintenance and Sustainable Transport. Previously, the Local Highways Panel had considered such requests, which could only be recommended for approval if a speed survey had identified a significant speeding problem. In the circumstances, all VAS/SID schemes on the 'Schemes Awaiting Funding' list had been categorised as 'red' as they did not meet Essex County Council's policy and it was proposed that they should be removed. However, it was noted that Councils could ask the Panel to consider a VAS and/or SID request as previously if preferred.

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