

Town Hall  
Market Street  
Saffron Walden  
CB10 1HZ



## Agenda

### Planning & Transport Committee

**To Committee Members:** Cllrs Asker, De Vries, Freeman, Gadd, Hawke-Smith, McLellan, Porch, and Roberts

You are summoned to attend a MEETING of the PLANNING AND TRANSPORT COMMITTEE of SAFFRON WALDEN to be held via the video conferencing service ZOOM on **THURSDAY, 8<sup>th</sup> April 2021** commencing at **7.30pm** to transact the business as set out in the agenda below.

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters.

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In accordance with the Coronavirus Act 2020, c. 7, Part 1, Local authority meetings, Section 78 – Members are permitted to be present and attend a meeting without being present in the Council Chamber or together in the same place - extract from Act reads: *“The provision which may be made by virtue of subsection [\(1\)\(d\)](#) includes in particular provision for persons to attend, speak at, vote in, or otherwise participate in, local authority meetings without all of the persons, or without any of the persons, being together in the same place.”*

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**Web:**

Lisa Courtney, SWTC Town Clerk is inviting you to a scheduled Zoom meeting.

Topic: P + T Committee Meeting

Time: Apr 8, 2021 07:30 PM London

Join Zoom Meeting

<https://us02web.zoom.us/j/88151160685>

Meeting ID: 881 5116 0685

One tap mobile

+441314601196,,88151160685# United Kingdom

+442030512874,,88151160685# United Kingdom

## **Meetings and the Public**

During the period of meetings being conducted remotely and in compliance with the Coronavirus Act 2020, members of the public will still be able to access and participate (during public speaking time) in Town Council meetings.

Town Council meetings will be hosted on the Zoom Platform. Details enabling members of the public to view the meeting and ask questions (under the public speaking time) will be given for each meeting in the introduction as above (see Zoom link on page 1 of this agenda for details)

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk). For background papers in relation to this meeting please contact [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk) or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting but it may be useful if you notify your intention to speak either in advance of or at the meeting by emailing: [townclerk@saffronwalden.gov.uk](mailto:townclerk@saffronwalden.gov.uk). If you wish to register at the meeting, please indicate your desire to speak at the allocated Public Speaking Time.

### **~~Facilities for people with disabilities~~**

~~The Council Offices has facilities for wheelchair users, including lifts and toilets.~~

### **~~Fire/emergency evacuation procedure~~**

~~If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest~~

exit by a designated officer. It is vital you follow their instructions.

**For information about this meeting please contact the Town Council:**

Telephone: 01799 516501 / Email: [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk)  
General Enquiries – Town Hall, Market Street, Saffron Walden, CB10 1HZ  
Website: [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk)

**Recording of meetings**

Whilst meetings are being conducted under the Coronavirus Act 2020, meetings will not be recorded.

**General Data Protection Regulations (GDPR) 2018:**

For details of the Town Council's Privacy Notice, please visit our website: <http://saffronwalden.gov.uk/policies/>



**Lisa Courtney, Town Clerk**

**31<sup>st</sup> March 2021**

1	<b>Apologies for absence</b> To receive apologies and consider requests for approved absence
2	<b>To receive any Declarations of Interest</b> Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
3	<b>Public Speaking Time</b> For the public or Press to ask questions of the Council on matters relating to the agenda.
4	<b>Minutes of last meeting</b> Committee to approve the minutes of the previous Planning and Road Traffic Committee meeting.
<b>HIGHWAYS</b>	
5	
<b>PLANNING</b>	
6	<b>To Consider and Comment Upon the Following Planning Applications:</b>
A	UTT/21/0966/NMA   Non material amendment to UTT/18/2820/FUL - Plots 5-10 moved worth west, gable window moved to front elevation. Plots 11-14 moved north east and rotated. Bin and cycle store relocated. Alterations to parking spaces. Separate store and collection point provided

	<p>for plots 3-10. Air source heat pumps and photovoltaic panels added to all elevations.   Land At Thaxted Road Saffron Walden Essex</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ7X44QN0AT00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ7X44QN0AT00</a></p>
B	<p>UTT/21/0925/CLP   Proposed single storey rear extension   109 Ross Close Saffron Walden CB11 4DU</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ4DE3QNI6700">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ4DE3QNI6700</a></p>
C	<p>UTT/21/0888/HHF   Proposed 1st floor rear extension   26 Victoria Avenue Saffron Walden Essex CB11 3AE</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ0NOKQN01O00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ0NOKQN01O00</a></p> <p>UTT/21/0894/CLP   Proposed loft conversion   26 Victoria Avenue Saffron Walden Essex CB11 3AE</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ0OXIQN01O00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQ0OXIQN01O00</a></p>
D	<p>UTT/20/2248/CLP   Proposed loft conversion   3 Holmer Cross Usterdale Road Saffron Walden Essex CB10 2BF</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QG33JJQN02700">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QG33JJQN02700</a></p>
E	<p>UTT/21/1044/CLE   Property to be classed as residential home instead of a live/work use.   2 The Old Cement Kilns Thaxted Road Saffron Walden CB10 2UQ</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQJ2G3QNIG800">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQJ2G3QNIG800</a></p>
F	<p>UTT/21/1002/CLP   Raise flat roof of existing garage by approximately 300mm to allow for garage conversion.   12 Rylstone Way Saffron Walden CB11 3BS</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQEUTOQNICM00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQEUTOQNICM00</a></p>
G	<p>UTT/21/0991/CLP   Erection of conservatory to rear   11 Crawley Hobbs Close Saffron Walden CB11 4GD</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQDIESQNIBP00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQDIESQNIBP00</a></p>
H	<p>UTT/21/0998/HHF   Garage conversion and construction of a pitched roof to the front   48 Tukes Way Saffron Walden CB11 3ES</p>

	<p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQDQUSQNICA00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQDQUSQNICA00</a></p> <p>UTT/21/1000/CLP   Garage conversion and erection of a porch   48 Tukes Way Saffron Walden CB11 3ES</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQDSACQNICF00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QQDSACQNICF00</a></p>
7	<p><b>Update on ongoing significant applications</b></p> <p>Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.</p>
	<p><b>The Great and Little Chesterford Neighbourhood Plan - Regulation 14 (pre-submission) Consultation 29 March – 10 May 2021</b></p> <p>Committee to note that the parish councils of Great Chesterford and Little Chesterford invite your comments on the pre-submission version of the draft Neighbourhood Plan.</p> <p>The two parish councils are undertaking formal consultation on the draft Neighbourhood Plan in accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations 2015 (as amended).</p> <p>The full draft Neighbourhood Plan and a Visual Summary of the Plan can be found on the Great Chesterford Parish Council website at <a href="http://www.lovegreatchesterford.com/reg-14">www.lovegreatchesterford.com/reg-14</a></p> <p>Should Committee wish to comment, comments need to be received by 5pm on Monday 10 May 2021.</p>
8	<p><b>Urgent Information Items</b></p> <p>Any items to verbally report for information only.</p>
9	<p><b>Date and time of Next Meeting</b></p> <p>Thursday 22<sup>nd</sup> April 2021, by ZOOM at 7.30pm</p>