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Saffron Walden  
Essex, CB10 1HL

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## 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> October 2020** 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:

Join Zoom Meeting

<https://us02web.zoom.us/j/83056632230>

Meeting ID: 830 5663 2230

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Dial by your location

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+44 203 051 2874 United Kingdom

+44 203 481 5237 United Kingdom

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+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

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+1 312 626 6799 US (Chicago)

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Find your local number: <https://us02web.zoom.us/j/kcQMarNLuM>

## **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 – Saffron Walden Town Council Offices, 11 Emson Close, Saffron Walden, CB10 1HL

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**

**2<sup>nd</sup> October 2020**

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	<p><b>Minutes of last meeting</b></p> <p>Committee to approve the minutes of the previous Planning and Road Traffic Committee meeting.</p>
<b>HIGHWAYS</b>	
5	<p><b>ECC Highways Service delivery Survey September 2020</b></p> <p>Committee to consider the questionnaire sent by ECC to all parishes (attached) and respond to Questions 1,2,6,7.</p> <p>(Questions 3,4,5 relate to administrative matters).</p>
<b>PLANNING</b>	
6	<p><b>To Consider and Comment Upon the Following Planning Applications:</b></p>
A	<p>UTT/20/2348/HHF   Drop kerb to driveway   23 Audley Road Saffron Walden CB11 3HW  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QGR98PQNKAR00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QGR98PQNKAR00</a></p>
B	<p>UTT/20/2346/CLP   Proposed loft conversion with rear dormer and roof lights   4 Petts Lane Little Walden CB10 1XH  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QGR6F2QNKAN00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QGR6F2QNKAN00</a></p>
C	<p>UTT/20/2355/HHF   Part single storey and part two storey rear/side extension. Replacement roof including rear dormer   52 Victoria Avenue Saffron Walden Essex CB11 3AE  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QGSHGSQN01000">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QGSHGSQN01000</a></p>
D	<p>UTT/20/2259/HHF   Installation of a detached timber garden room.   7 Saxon Way Saffron Walden CB11 4EQ  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QG53YTQNJX900">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QG53YTQNJX900</a></p>
E	<p>UTT/20/2175/DFO   Details following outline approval UTT/17/3426/OP (approved under appeal APP/C1570/W/19/3227368) for extra care housing (use class 2) together with associated infrastructure including road, drainage and access - details of appearance, landscaping, layout and scale.   Land South Of Radwinter Road Saffron Walden Essex  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QFQ0V7QNJOV00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QFQ0V7QNJOV00</a></p>
F	<p>UTT/20/2155/HHF   Proposed loft conversion with rooflights to front elevation and dormer window to rear elevation   5 Mapletoft Avenue Saffron Walden CB10 2GX  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QFMLCTQNJMY00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QFMLCTQNJMY00</a></p>
g	<p>UTT/20/1824/FUL   Demolition outbuilding and erection of two-bedroom dwelling with associated car parking and landscaping.   Adj. 73 Whiteshot Way Saffron Walden CB10 2AN</p>

	<a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QDZ0UIQNIN400">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QDZ0UIQNIN400</a>
H	UTT/20/2426/HHF   Proposed loft conversion including hip to gable and rear dormer with hardi-board cladding finish   86 Victoria Avenue Saffron Walden Essex CB11 3AE <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QH5KB1QN01O00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QH5KB1QN01O00</a>
I	UTT/20/2466/DOC   Application to discharge condition 2 (details of slate roof tiles) attached to UTT/20/2038/LB   The Old Waggon And Horses 39 - 41 East Street Saffron Walden Essex CB10 1LS <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QHDFCHQN0H200">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QHDFCHQN0H200</a>
7	<b>Update on ongoing significant applications</b>  Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.
8	<b>Urgent Information Items</b>  Any items to verbally report for information only.
9	<b>Date and time of Next Meeting</b>  Thursday October 22nd 2020, by ZOOM at 7.30pm