

Town Hall
Market Street
Saffron Walden
CB10 1HZ



Agenda

Planning & Transport Committee

To Committee Members: de Vries, Freeman, Gadd, Gregory, 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 in the Town Hall, Saffron Walden on **THURSDAY**, 24th February 2022 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.

Meetings and the Public

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. For background papers in relation to this meeting please contact 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. 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

General Enquiries – Saffron Walden Town Council Offices, Town Hall, Market Street, Saffron Walden, CB10 1HZ

Website: www.saffronwalden.gov.uk

Recording of meetings

Meetings will be recorded where possible and practicable to do so.

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

18th February 2022

1	Apologies for absence To receive apologies and consider requests for approved absence
2	To receive any Declarations of Interest 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	Public Speaking Time For the public or press to ask questions of the Council on matters relating to the agenda.
4	Minutes of last meeting Committee to approve the minutes of the previous Planning and Transport Committee meeting.
HIGHWAYS	
5	Standing item: Committee to receive an update on any highways matters as arising.

	<p>Additional LHP Applications:</p> <p>The following schemes have been raised by residents and brought to the attention of Councillors and Essex Highways. Essex Highways have advised that these schemes could progress but an LHP application must be submitted, should Committee agree for submission.</p> <p>a) Dropped Down Kerbs Residents with mobility issues who use scooters and/or wheelchairs have raised concern with the lack of dropped down kerbs – particularly in the South of the Town and therefore struggle to cross roads, it is proposed that drop down kerbs are installed at: West Road, Winstanley Road (along Ansgar Road), Winstanley Road, Well Green Close, Reddings Close, Ross Close (opposite Reddings Close), Cromwell Road (alongside Landscape View), Hill Top Lane and St John’s Close.</p> <p>b) George Street – Pavement widening Currently temporary green posts are installed along George Street, these were placed as a Covid-19 measure to allow social distancing for those walking on the pavement. A suggested permanent measure is to widen the footpath.</p>
6	<p>Essex County Council - Uttlesford Bus Services Consultation</p> <p>Essex County Council is undertaking a review of the local bus services it pays for in the Uttlesford District via an online consultation (here), closing 28 February.</p> <p>Further details are found in the attached report with a recommendation.</p>
PLANNING	
To Consider and Comment Upon the Following Planning Applications:	
A	UTT/21/3680/FUL Proposed change of use of existing flat (C3) and first floor store room (A3) to form three bedroom 'House of Multiple Occupancy' flat (C4). 11 Central Arcade Saffron Walden CB10 1ER
B	UTT/22/0397/HHF Proposed alterations to fenestration 18 Fitzpiers Saffron Walden CB10 2BD
C	UTT/22/0363/HHF Single storey extension, new front boundary wall, internal alterations including S73A retrospective consent for replacement of living room floor Larkrise 54A Castle Street Saffron Walden Essex CB10 1BJ
D	UTT/22/0365/AV Section 73A Retrospective application for the erection of illuminated shop front signage to the front elevation 6 Gold Hill House 3 Gold Street Saffron Walden Essex CB10 1EH
E	UTT/22/0364/LB Single storey extension, new front boundary wall, internal alterations including retention of replacement of living room floor Larkrise 54A Castle Street Saffron Walden Essex CB10 1BJ
F	UTT/22/0368/CLE Certificate of lawfulness for existing use as residential family home 17 The Old Cement Kilns Thaxted Road Saffron Walden Essex CB10 2UQ
G	UTT/22/0376/NMA Non Material Amendment to UTT/21/2851/HHF - Reduce width of bi-fold doors, additional window in kitchen, increase size of proposed living room window and

	removal of proposed living room skylight. 4 Pleasant Valley Saffron Walden Essex CB11 4AP
H	UTT/22/0354/LB Proposed partial demolition of lean-to warehouse building and creation of a garden, change of use to 1 no. dwelling, internal alterations and new facade. 15 Church Street Saffron Walden Essex CB10 1JW
I	UTT/22/0327/HHF New windows to side elevations - amendment to that approved under UTT/21/2302/HHF. 43 Allard Way Saffron Walden Essex CB11 3GP
J	UTT/22/0353/FUL Proposed partial demolition of lean-to warehouse building and creation of a garden, change of use to 1 no. dwelling, internal alterations and new facade. 15 Church Street Saffron Walden Essex CB10 1JW
K	UTT/22/0339/NMA Non material amendment to UTT/19/2355/DFO - changes to approved roof tiles Land East Of Thaxted Road Saffron Walden Essex
L	UTT/22/0423/HHF Proposed replacement of garage door, alterations to fenestration and widen off street parking area. 18 Fitzpiers Saffron Walden Essex CB10 2BD
M	UTT/22/0413/PAM3 Prior Notification of change of use from commercial, business and service (Use Class E) to 3 no. dwellings (Use Class C3) 10 - 11 Rose And Crown Walk Saffron Walden CB10 1JH
7	Update on ongoing significant applications Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.
8	Urgent Information Items Any items to report for information only. This item is included for information sharing only, Committee is not permitted to determine matters until this agenda item.
9	Date and time of Next Meeting Thursday 10 th March 2022, 7.30PM, The Garden Rooms, Jubilee Gardens, Saffron Walden