

Town Hall  
Market Street  
Saffron Walden  
CB10 1HZ



## **Agenda**

### **Planning & Transport Committee**

**To Committee Members:** Cllrs Asker, Curtis, Eke, Freeman, Gadd, Hawke-Smith (Chair), McLellan (Deputy Chair) and Meloy.

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 14 December 2023** 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](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.

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Telephone: 01799 516501 / Email: [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk)

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

Website: [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk)

**Recording of meetings**

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**Lisa Courtney, Town Clerk**

8 December 2023

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 Planning and Transport Committee meeting held on 23.11.2023.
<b>HIGHWAYS</b>	
5	Standing item: Committee to receive an update from the County Councillor
6	<b>Uttlesford Car Parking Review 2022</b> For information only; UDC has issued its car parking review, a copy of which is attached to the agenda and supporting papers can be found on the UDC website at <a href="https://www.uttlesford.gov.uk/parkingreview2022">https://www.uttlesford.gov.uk/parkingreview2022</a> This was further discussed at the December full council meeting.  Page 15 of the report details the outcomes and conclusions for Saffron Walden, notably SWTC is involved in two of the outcomes; these being the Market Square pedestrianisation and the Common Hill car parking which has since been concluded.

<b>PLANNING</b>	
<b>7</b>	<b>To Consider and Comment Upon the Following Planning Applications:</b>
A	<p><a href="#">UTT/23/2962/DFO</a>   Details following outline application UTT/22/3258/PINS (s62A/2022/0014) for the erection of 168 dwellings with associated landscaping and parking - details of appearance, landscaping, layout and scale. Application to discharge conditions 24 (surface water drainage scheme) and 27 (walking and cycling network) of UTT/22/3258/PINS (s62A/2022/0014).   Land To The West Of Thaxted Road Saffron Walden Essex</p> <p><i>For reference the outline approval documents can be found online at - <a href="https://www.gov.uk/guidance/section-62a-planning-application-s62a20220014-land-west-of-thaxted-road-saffron-walden">https://www.gov.uk/guidance/section-62a-planning-application-s62a20220014-land-west-of-thaxted-road-saffron-walden</a></i></p>
B	<a href="#">UTT/23/2881/HHF</a>   First floor side extension and internal alterations.   74B Little Walden Road Saffron Walden Essex CB10 2DW
C	<a href="#">UTT/23/2876/CLP</a>   Rear single storey extension, loft conversion, front facing rooflight windows and rear facing roof dormer.   27 Fulfen Way Saffron Walden Essex CB11 4DW
D	<a href="#">UTT/23/2890/FUL</a>   Demolition of single bay garage and construction of two bay garage with studio and shower room in the roof space. Removal of 2 no. Limes with TPOs (see separate TPO application).   Angles 2 Longhedges Saffron Walden Essex CB11 3HN
E	<a href="#">UTT/23/2949/HHF</a>   Remove the existing flat roof and glazed lantern over the kitchen/breakfast room and construct a first-floor extension above the ground floor kitchen/breakfast room.   7 Loompits Way Saffron Walden Essex CB11 4BZ
F	<a href="#">UTT/23/2931/HHF</a>   Single storey front and rear extension.   30 Railey Road Saffron Walden Essex CB11 3EN
G	<a href="#">UTT/23/3013/LB</a>   Proposed alterations to the attic floor bedrooms to create en suite bedrooms to each of the two rooms and replacement of built in cupboard to the southern room.   27 Gold Street Saffron Walden Essex CB10 1EJ
H	<a href="#">UTT/23/2997/PAQ3</a>   Prior Notification of change of use of agricultural building to 1 no. dwelling   Barn At Park Farm Little Walden Road Saffron Walden Essex
I	<a href="#">UTT/23/2990/HHF</a>   Proposed first floor side extension. Roof windows to front slope.   15 Stanleys Farm Road Saffron Walden Essex CB11 3BN
J	<a href="#">UTT/23/3038/CLP</a>   Conversion of the garage into an office and utility area. Add 1.3m in front of the garage to link converted garage links to existing conservatory.   20 Crabtrees Saffron Walden Essex CB11 3BH
K	<a href="#">UTT/23/3025/HHF</a>   Proposed garage conversion   23 Gabriel Street Saffron Walden Essex CB10 2GR
L	<a href="#">UTT/23/3074/HHF</a>   Double storey rear extension leading to single storey side and rear extensions with changes to external materials   33 St Johns Close Saffron Walden Essex CB11 4AR
8	<p><b>Existing Address Letter -23/00061/NEWDEV - Friends School Mount Pleasant Road</b></p> <p>For information only the street names for the Chase New Homes (Former Friends School site) development have been issued as follows:</p> <ul style="list-style-type: none"> <li>Erskine Place</li> <li>Lucas Mews</li> <li>Clerkenwell House</li> <li>Jacob House</li> <li>Bawden Crescent</li> <li>Cardiff Lodge</li> </ul>

9	<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>
10	<p><b>Urgent Information Items</b></p> <p>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.</p>
11	<p><b>Date and time of Next Meeting</b></p> <p>Thursday 11 January 2023 at 7.30PM, Saffron Walden The Town Hall</p>