

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**, 26 October 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. 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.

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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.

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<http://saffronwalden.gov.uk/policies/>



Lisa Courtney, Town Clerk

20 October 2023

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 Planning and Transport Committee meeting held on 12.10.2023
HIGHWAYS	
5	Standing item: Committee to receive an update from the County Councillor
6	Commercial Parking Permit Request SWTC has been approached by a Saffron Walden retailer seeking SWTC's support in requesting a TRO (Traffic Regulation Order) from NEPP (North Essex Parking Partnership) to implement a business permit car parking space on Station Street. Committee is asked to consider whether it supports the request, notably NEPP requires 75% of neighbouring residential support and evidence of need for the request.

PLANNING	
7	To Consider and Comment Upon the Following Planning Applications:
A	UTT/23/1670/HHF To replace flat felt roof of garage with a pitched tile roof. 1 Mannings Close Saffron Walden Essex CB11 4BD
B	UTT/23/2500/HHF New front entrance porch 62 Victoria Avenue Saffron Walden Essex CB11 3AE
C	UTT/23/2461/HHF Proposed part single / part two storey rear extension, first floor side extension, partial garage conversion, new replacement slate roof with raised ridge height to accommodate new insulation and additional roof windows to existing attic, proposed weatherboarding and render finishes throughout and proposed solar panels on proposed single storey rear station roof. 2 Summerhill Road Saffron Walden Essex CB11 4AJ
D	UTT/23/2442/HHF Single storey rear extension 30 Victoria Avenue Saffron Walden Essex CB11 3AE
E	UTT/23/2541/HHF Demolition of existing garage, single storey side extension, loft conversion and internal alterations Siebenburgen 3 Station Street Saffron Walden Essex CB11 3HE
F	UTT/23/2547/CLP Proposed loft conversion to existing dwelling 54 Ross Close Saffron Walden Essex CB11 4AY
G	UTT/23/2603/HHF Two storey rear extension with 1no. triple-glazed frameless rooflight, black sash windows, ground floor full height windows and bi-fold doors. Replacement of existing windows to front elevation with black sash windows. New front porch and flint wall from south elevation to boundary fence with painted timber boarded fence gate. Associated internal alterations. 36 Mill Lane Saffron Walden Essex CB10 2AS
8	Update on ongoing significant applications Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications, see attached a written update.
9	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.
10	Date and time of Next Meeting Thursday 9 November 2023 at 7.30PM, The Town Hall Saffron Walden