

**PLANNING & TRANSPORT COMMITTEE****SAFFRON WALDEN TOWN COUNCIL**

MINUTES of the PLANNING & TRANSPORT COMMITTEE held in the Town Hall, Saffron Walden on  
**THURSDAY 24<sup>th</sup> April 2025 at 7.30pm**

**Councillors:** Cllrs Curtis, Eke, Freeman, Hawke-Smith, McLellan (Chair)

**Officers:** Deputy Town Clerk

**Members of the public:** None

P&T 081-25	<b>Apologies for absence</b>  Apologies were received and accepted from Cllrs Ahmed, Gadd and Meloy.
P&T 082-25	<b>Declarations of Interest</b>  Cllr Freeman declared a generic non-pecuniary interest as a member of Uttlesford District Council (UDC).
P&T 083-25	<b>Public speaking time</b>  There were no public speakers.
P&T 084-25	<b>Minutes of Previous Meeting 10.04.2025</b>  The minutes of the previous meeting (10.04.2025) were approved and signed by the Chair, with one change to minute reference P&T 077-25 I; to read <i>no comment</i> .
<b>HIGHWAYS</b>	
P&T 085-25	Standing item: Committee to receive an update from the County Councillor  A county councillor report was not received.  It was noted the Essex County Council Local Highway Panel Scheme has been indefinitely suspended until a review of the process is conducted.
P&T 086-25	Standing Item: Committee to note any areas of speeding concern to relay to Essex Police.  There were no new speeding matters for consideration.
P&T 087-25	<b>Highway Notices</b>  Committee received and noted the following highway notices.  a. Essex County Council (Bridleway 19, Saffron Walden) (Temporary Prohibition of Use) Order 2025 – coming into effect on 19 May. b. Essex County Council (Uttlesford District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) – Item 1 being the introduction of parking restrictions at Thaxted Road, Rylstone Way and Burnsall Close.

Signed as a true and accurate record .....  
 Minutes of the Planning & Transport Committee April 2025

	PLANNING APPLICATIONS
P&T 088-25	<b>Committee considered and commented upon the following Planning Applications:</b> All applications were considered against the UDC Local Plan policies dated 2005 and the Saffron Walden Neighbourhood Plan.
A	<u>UTT/25/0835/CLE</u>   Loft conversion involving the formation of a dormer window to the rear roof slope and the installation of three roof lights to the front slope   5 Cardamon Road Saffron Walden Essex CB11 3FE <b>Resolved: To object to the scheme, due to the increase in bedrooms (3 to 5) causing overdevelopment with limited car parking available, being contrary to policies GEN1, GEN2 and GEN8.</b>
B	<u>UTT/25/0821/CLP</u>   Formation of dormer to rear roof slope and installation of three no. rooflights to front roof slope   3 Hop Fields Saffron Walden Essex CB11 3AY <b>Resolved: No objection</b>
C	<u>UTT/25/0840/FUL</u>   S73 application to vary condition 2 (approved plans) of UTT/24/2130/FUL (Change of use of site and building to residential use, comprising the conversion of Grade I Listed Building to form four new dwellings, the conversion of Abbey Barn and River Barn to provide two new dwellings, the erection of a new dwelling following demolition of existing outbuildings and adventure playground to be known as Slade Barn and all associated landscaping works and the associated provision of access, new gates, parking and gardens.) - relocation of Slade Barn and south house cart lodge, install a 5 metre acoustic barrier and increase height of the cart lodge buildings along the eastern boundary and relocation of BNG communal garden area   St Marks College Audley End Audley End Road Saffron Walden CB11 4JB <b>Resolved: To support the comments raised by Place Services, acknowledging the screening should be a temporary to retain the street scene aesthetic to demonstrate compliance with GEN2.</b>
D	<u>UTT/25/0894/HHF</u>   Proposed front extension to provide a porch and relocation of WC   One Hundred Hill Top Lane Saffron Walden Essex CB11 4AS <b>Resolved: No objection</b>
E	<u>UTT/25/0897/RE14A</u>   Prior Approval: Installation or alteration of solar equipment on domestic premises - to install 6 panels on a flat roof   2 Artisans Dwellings Tanners Way Saffron Walden Essex CB10 1LW <b>Resolved: No objection</b>
F	<u>UTT/25/0720/FUL</u>   Proposed LED lighting solution for the existing Hockey Pitch.   Saffron Walden County High School Audley End Road Saffron Walden Essex CB11 4UH <b>Resolved: No objection</b>
G	<u>UTT/25/0831/HHF</u>   Removal of modern sun room. Conversion of attic with new dormer window. Addition of brick, single storey extension. Sundry hard landscaping to front and rear gardens including reinstatement of boundary wall.   9 West Road Saffron Walden Essex CB11 3DS <b>Resolved: No objection but supportive of the concerns raised by Place Services</b>
H	<u>UTT/25/0983/HHF</u>   Erection of rear conservatory   80 Victoria Avenue Saffron Walden Essex CB11 3AE <b>Resolved: No objection</b>
I	<u>UTT/25/0889/HHF</u>   Proposed loft conversion to provide an additional bedroom and en suite facilities along with an additional window to the first floor en suite on the eastern elevation.   34 Saxon Way Saffron Walden Essex CB11 4EG <b>Resolved: To raise concern with the limited car parking available which must comply with GEN8.</b>

J	<p><u>UTT/25/0938/LB</u>   Replacement of collapsing boundary wall   57-59 Castle Street Saffron Walden Essex CB10 1BD</p> <p><b>Resolved: No objection</b></p>
K	<p><u>UTT/25/0910/CLP</u>   Proposed cladding and render finish for the south facade. Works required following demolition of conservatory, cladding and render to cover up damaged facing brickwork.   5 Greenways Saffron Walden Essex CB11 3EZ</p> <p><b>Resolved: No objection</b></p>
P&T 089-25	<p><b>Uttlesford Local Plan</b></p> <p>Committee noted the following:</p> <ul style="list-style-type: none"> <li>a) Planning Inspectors have been appointed to carry out the examination which will determine whether the plan is 'sound' and legally compliant. As part of that process hearing sessions will be held in June.</li> <li>b) The inspector has published its guidance notes, timelines and framework of questions, to which Committee did not raise any comments or concerns.</li> </ul>
P&T 090-25	<p><b>Update on ongoing significant applications</b></p> <p>Bellway Homes – Radwinter Road</p> <ul style="list-style-type: none"> <li>a. Committee received the developers public consultation, noting outline permission has been granted and it is anticipated that the detailed application will be submitted soon.</li> <li>b. Committee noted that the developer presented to the Committee last Autumn and that the Chair and Deputy Town Clerk is scheduled to meet the developer with UDC to receive an update on the scheme.</li> </ul>
P&T 091-25	<p><b>Urgent Information Items</b></p> <p>None raised.</p>
P&T 092-25	<p><b>Date and time of Next Meeting</b></p> <p>It was noted the Thursday 8 May 2025 will be rescheduled.</p>

The Chairman closed the meeting at 8.15pm