

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

MINUTES of the PLANNING & TRANSPORT COMMITTEE held in the Town Hall, Saffron Walden on **THURSDAY** 8 May 2025 at 09.30am.

**Councillors:** Cllrs Curtis, Gadd, Hawke-Smith, McLellan (Chair) and Meloy.

**Officers:** Deputy Town Clerk

**Members of the public:** Cllr Jones observed the meeting.

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| P&T<br>093-25   | <b>Apologies for absence</b><br>Apologies were received and accepted from Cllrs Ahmed, Eke and Freeman.<br>Cllr Gadd arrived at 9.32am.  |
| P&T<br>094-25   | <b>Declarations of Interest</b><br><br>Cllr Gadd declared a generic non-pecuniary interest as a member of Essex County Council (ECC) and regarding agenda item 8H, application UTT/25/1093/HHF, as the applicant is known to him.<br><br>Cllr Hawke-Smith and Meloy declared a generic non-pecuniary interest regarding agenda item 8F, application UTT/25/1050/HHF, as the applicant is known to them.  |
| P&T<br>095-25   | <b>Public speaking time</b><br>There were no public speakers.  |
| P&T<br>096-25   | <b>Minutes of Previous Meeting 24.04.2025</b><br>The minutes of the previous meeting 24.04.2025 were approved and signed by the Chair.   |
| <b>HIGHWAYS</b> |  |
| P&T<br>097-25   | Standing item: Committee to receive an update from the County Councillor<br><br>Committee received the county councillor report, noting the suspension of the Local Highway Panel. Committee requested that this report is provided at a future Full Council meeting.  |
| P&T<br>098-25   | Standing Item: Committee to note any new areas of speeding concern to relay to Essex Police.<br><br>There were no new areas of speeding concern raised. Committee noted at the Annual Town Meeting, questions and concerns were raised around speeding in Saffron Walden. Committee noted that Officers would contact the former community speed watch and publicise the group to encourage a new campaign.  |
| P&T<br>099-25   | <b>Footpath from Swards End toward Saffron Walden</b><br><br>Committee noted:<br><ul style="list-style-type: none"> <li>a. Swards End Parish Council has been working for some time to re-establish the footpath between Swards End and Saffron Walden as parts are becoming derelict.</li> <li>b. SEPC has notified Essex County Council and has the support of County Councillor Foley.</li> <li>c. Since the Community Governance Boundary change, some of the footpath sits within the parish of Saffron Walden and the other with SEPC.</li> </ul><br>Committee resolved to support the proposal. |

| PLANNING APPLICATIONS |  |
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| P&T<br>100-25         | <b>Committee considered and commented upon the following Planning Applications:</b><br>All applications were considered against the UDC Local Plan policies dated 2005 and the Saffron Walden Neighbourhood Plan.  |
| A                     | <a href="#">UTT/25/1035/CLP</a>   Conversion of garage to from habitable space<br>  3 Ross Close Saffron Walden Essex CB11 4AY<br><b>Resolved: No objections</b>   |
| B                     | <a href="#">UTT/25/1003/FUL</a>   S73 Application to vary condition 2 (approved plans) of UTT/22/0353/FUL  <br>15 Church Street Saffron Walden Essex CB10 1JW<br><b>Resolved: No objections, subject to Place Services</b>   |
| C                     | <a href="#">UTT/25/1000/HHF</a>   Proposed loft conversion including insertion of rooflights and 2no. gable windows   Elm Grove House Elm Grove Saffron Walden Essex CB10 1NA<br><b>Resolved: To raise concern with the proposal, sufficient car parking must be available in line with ULP GEN8.</b>  |
| D                     | <a href="#">UTT/25/1078/HHF</a>   Single storey rear and side extension   8 Little Larchmount Saffron Walden<br>CB11 4EF<br><b>Resolved: No objections</b>   |
| E                     | <a href="#">UTT/25/1031/HHF</a>   Proposed rear single and two storey extension   35 Goddard Way Saffron<br>Walden Essex CB10 2DQ<br><b>Resolved: No objections</b>  |
| F                     | <a href="#">UTT/25/1050/HHF</a>   Enclosure of carport, new bathroom window and replacement hardwood<br>cladding   7 Sun Court Gold Street Saffron Walden Essex CB10 1S<br><b>Resolved: To raise concern with the proposal, sufficient car parking must be available in<br/>line with ULP GEN8.</b>  |
| G                     | <a href="#">UTT/25/1089/HHF</a>   Proposed Conservatory to side of Property   8 Shepherds Way Saffron<br>Walden Essex CB10 2AH<br><b>Resolved: No objections</b>   |
| H                     | <a href="#">UTT/25/1093/HHF</a>   First floor side extension and front porch flat to pitch with boarding to first<br>floor from elevation   4 Blacklands Close Saffron Walden CB11 4BX<br><b>Resolved: No objections</b>   |
| I                     | <a href="#">UTT/25/1068/FUL</a>   Change of use from domestic dwelling to fully furnished short term holiday<br>let   Miller Cottage 8 Freshwell Street Saffron Walden Essex CB10 1BY<br><b>Resolved: To raise concern with the proposal, sufficient car parking must be available in<br/>line with ULP GEN8.</b>  |
| P&T<br>101-25         | <b>Update on ongoing significant applications</b><br><br>Committee noted:<br>a. The Chair and Deputy Town Clerk met with Bellway and UDC regarding the Radwinter Road site, the detailed application is due to be submitted in the coming months. (This site is commonly referred to as Rosconn and outline planning permission was granted for 233 dwellings at appeal).<br>b. It is believed that a revised application will be submitted at the former Friends School playing fields. |
| P&T<br>102-25         | <b>Urgent Information Items</b><br>No urgent information items raised.   |
| P&T<br>103-25         | <b>Date and time of Next Meeting</b><br>Noted as being: Thursday 22 <sup>nd</sup> May 2025 7.30PM, Saffron Walden The Town Hall  |

The Chairman closed the meeting at 10.00am