

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

MINUTES of the PLANNING & TRANSPORT COMMITTEE held in the Town Hall Saffron Walden on **THURSDAY 28 March 2024 at 10am.**

**Councillors:** Cllrs Eke, Hawke-Smith (Chair) and Meloy.

**Officers:** Georgia Arnold, Deputy Town Clerk

**Members of the public:** Two residents of Common Hill West until minute reference P&T 058-24.

P&T 053-24	<b>Apologies for absence</b> Apologies were received and accepted from Cllrs Asker, Curits, Freeman, Gadd and McLellan.
P&T 054-24	<b>Declarations of Interest</b> Cllrs declared a generic non-pecuniary interest regarding planning applications UTT/24/0026/AV, UTT/24/0528/LB and UTT/24/0025/FUL as SWTC is the landlord. Cllr Eke declared a generic non-pecuniary interest regarding planning application UTT/24/0654/FUL as the applicant is known to him.
P&T 055-24	<b>Public speaking time</b> - There were no public speakers.
P&T 056-24	Committee agreed to bring forward agenda item 6 <i>Common Hill Residents Car Parking</i> .
P&T 057-24	<b>Common Hill Residents Car Parking</b> Two residents of Common Hill explained the <i>Residents Only</i> car parking sign is very small along Common Hill and Ashdon Road. It was noted drivers often incorrectly park in the residents' spaces, resulting in parking tickets being issued. The residents explained installation of 'Residents Parking Only' markings on the road would be much clearer. Committee noted SWTC officers have been in liaison with North Essex Parking Partnership (NEPP). NEPP has advised it does not have the funding to install the markings at this time, the markings would cost circa £400.00, lasting 18-24months. It was resolved SWTC will pay and contract the works to install 'Residents Parking Only' markings on the road on this occasion. Committee thanked the residents for their time and the residents left the meeting.
P&T 058-24	<b>Minutes of Previous Meeting 14.03.2024</b> The minutes of the previous meeting 14.03.2024 were approved and signed by the Chair.
<b>HIGHWAYS</b>	
P&T 059-24	The County Cllr did not provide an update.

P&T 060-24	<p><b>Uttlesford Car Parking Consultation Conclusions</b></p> <p>Committee noted UDC has concluded its car parking consultation and proposed changes and following proposed timetable:</p> <ul style="list-style-type: none"> <li>(a) New charges for Uttlesford car parks to be effective from 8.4.24 (excluding London Road and Catons Lane in SW).</li> <li>(b) New payment meters will be installed at London Road and Catons Lane; anticipated installation in early June 2024.</li> <li>(c) A service level agreement is being drafted between UDC and SWTC for the future management, maintenance and partnership working at Catons Lane car park.</li> </ul>
P&T 061-24	<p><b>Double Yellow Line Request George Street</b></p> <p>Committee considered installation of double yellow lines at George Street to aid emergency vehicle access, noting 75% support from business and/or residents on the street will need to evidence their support.</p> <p>It was agreed to submit a double yellow line request to NEPP and seek support for the application.</p>
P&T 062-24	<p><b>UDC Local Plan</b></p> <p>It was noted UDC has now published the comments following the recent consultation on the draft Local Plan and over 5,000 comments have been received.</p>
<b>PLANNING APPLICATIONS</b>	
P&T 063-24	<p><b>Committee considered and commented upon the following Planning Applications:</b></p> <p>All applications were considered against the UDC Local Plan policies dated 2005 and the Saffron Walden Neighbourhood Plan.</p>
A	<p><a href="#">UTT/24/0026/AV</a>   <a href="#">UTT/24/0026/AV</a>   <a href="#">Two illuminated fascia signs and one projecting sign.   3 And 5 Market Place Saffron Walden Essex CB10 1HR (uttlesford.gov.uk)</a></p> <p>  Two illuminated fascia signs and one projecting sign.   3 And 5 Market Place Saffron Walden Essex CB10 1HR</p> <p><b>Resolved:</b> No objections</p>
B	<p><a href="#">UTT/24/0528/LB</a>   <a href="#">UTT/24/0528/LB</a>   <a href="#">Installation of two illuminated fascia signs and one projecting sign, replacement of two windows on the left hand elevation and installation of two air conditioning condenser units and two extract grilles, with internal fitout works.   3 And 5 Market Place Saffron Walden Essex CB10 1HR (uttlesford.gov.uk)</a></p> <p>Installation of two illuminated fascia signs and one projecting sign, replacement of two windows on the left hand elevation and installation of two air conditioning condenser units and two extract grilles, with internal fitout works.   3 And 5 Market Place Saffron Walden Essex CB10 1HR</p> <p><b>Resolved:</b> No objections</p>
C	<p><a href="#">UTT/24/0025/FUL</a>   <a href="#">UTT/24/0025/FUL</a>   <a href="#">New signage, alterations to the shopfront and internal alterations   3 And 5 Market Place Saffron Walden Essex CB10 1HR (uttlesford.gov.uk)</a></p> <p>New signage, alterations to the shopfront and internal alterations   3 And 5 Market Place Saffron Walden Essex CB10 1HR</p> <p><b>Resolved:</b> No objections</p>
D	<p><a href="#">UTT/24/0607/HHF</a>   <a href="#">UTT/24/0607/HHF</a>   <a href="#">Proposed single storey rear extension to replace existing, new side window and internal alterations   13 Station Road Saffron Walden Essex CB11 3HL (uttlesford.gov.uk)</a></p> <p>Proposed single storey rear extension to replace existing, new side window and internal alterations   13 Station Road Saffron Walden Essex CB11 3HL</p> <p><b>Resolved:</b> No objections</p>

E	<p><a href="#">UTT/24/0545/HHF</a>   <a href="#">UTT/24/0545/HHF</a>   <a href="#">Proposed raising the existing roof on the side of the property to match existing roof height and conversion of integral garage to habitable accommodation.   14 Landscape View Saffron Walden Essex CB11 4AU (uttlesford.gov.uk)</a></p> <p>Proposed raising the existing roof on the side of the property to match existing roof height.   14 Landscape View Saffron Walden Essex CB11 4AU</p> <p><b>Resolved:</b> No objections</p>
F	<p><a href="#">UTT/24/0575/LB</a>   <a href="#">UTT/24/0575/LB</a>   <a href="#">Retention of works to listed building to include repairs to external main post, render repairs and brickwork repairs to inglenook fireplace   5 Bridge Street Saffron Walden CB10 1BS (uttlesford.gov.uk)</a></p> <p>Retention of works to listed building to include repairs to external main post, render repairs and brickwork repairs to inglenook fireplace   5 Bridge Street Saffron Walden CB10 1BS</p> <p><b>Resolved:</b> No objections</p>
G	<p><a href="#">UTT/24/0607/HHF</a>   Proposed single storey rear extension to replace existing, new side window and internal alterations   13 Station Road Saffron Walden Essex CB11 3HL</p> <p><i>Duplication of agenda item 10d</i></p>
H	<p><a href="#">UTT/24/0617/HHF</a>   Erection of conservatory with hipped glazed roof light and double doors to garden. Replacement of existing breakfast room double doors with double-glazed double doors and side lights   22 Summerhill Road Saffron Walden Essex CB11 4AJ</p> <p><b>Resolved:</b> Given the lack of documents no comment is possible.</p>
I	<p><a href="#">UTT/24/0672/HHF</a>   Remove the existing extension and replace with a new extension   4 Freshwell Gardens Saffron Walden Essex CB10 1BZ</p> <p><b>Resolved:</b> No objections</p>
J	<p><a href="#">UTT/24/0664/CLP</a>   Conversion of the existing loft into a habitable room and the erection of a rear dormer, front rooflights and associated minor internal and external alterations.   94 Thaxted Road Saffron Walden Essex CB11 3AG</p> <p><b>Resolved:</b> No comment</p>
K	<p><a href="#">UTT/24/0654/FUL</a>   Erection of 1 no. single bedroom dwelling (renewal of previous planning permission ref. UTT/21/0562/FUL amended by non-material amendment application UTT/22/1072/NMA)   Land Rear Of 53 High Street Saffron Walden Essex</p> <p><b>Resolved:</b> No objections</p>
L	<p><a href="#">UTT/24/0655/DOC</a>   <a href="#">UTT/24/0655/DOC</a>   <a href="#">Application to discharge condition 3 (construction method statement) of UTT/23/2237/FUL.   Hunters Cottage Debden Road Saffron Walden Essex CB11 4AA (uttlesford.gov.uk)</a></p> <p>Application to discharge condition 3 (construction method statement) of UTT/23/2237/FUL. Hunters Cottage Debden Road Saffron Walden Essex CB11 4AA</p> <p><b>Resolved:</b> No comment</p>
M	<p><a href="#">UTT/24/0643/DOC</a>   <a href="#">UTT/24/0643/DOC</a>   <a href="#">Application to discharge condition 3 (rooflight details) of UTT/22/2419/LB   Lime Tree House Lime Tree Court Saffron Walden Essex CB10 1HG (uttlesford.gov.uk)</a></p> <p>Application to discharge condition 3 (rooflight details) of UTT/22/2419/LB Lime Tree House Lime Tree Court Saffron Walden Essex CB10 1HG Hunters Cottage Debden Road Saffron Walden Essex CB11 4AA</p> <p><b>Resolved:</b> No comment</p>
N	<p><a href="#">UTT/24/0685/NMA</a>   <a href="#">UTT/24/0685/NMA</a>   <a href="#">Non material amendment to UTT/20/2007/FUL- reduction in quantity of cedreal cladding. Removal of glazed curtain wall section on western elevation. Reduction of kitchen window size.   Printpak Europe Ltd Radwinter Road Saffron Walden Essex CB11 3JB (uttlesford.gov.uk)</a></p> <p>Non-material amendment to UTT/20/2007/FUL- reduction in quantity of cedreal cladding. Removal of glazed curtain wall section on western elevation. Reduction of kitchen window size. Printpak Europe Ltd Radwinter Road Saffron Walden Essex CB11 3JB</p> <p><b>Resolved:</b> No comment</p>

O	<p>UTT/24/0693/TCA <a href="#">UTT/24/0693/TCA   1no. Walnut- pollard   27 Audley Road Saffron Walden CB11 3HW (uttlesford.gov.uk)</a>  1no. Walnut – pollard. 27 Audley Road Saffron Walden CB11 3HW  <b>Resolved:</b> No comment</p>
P	<p>UTT/24/0694/DOC <a href="#">UTT/24/0694/DOC   Application to discharge conditions 3 (slate), 4 (rooflights), 5 (materials), 6 (window repairs) and 7 (new windows and doors) of UTT/22/0158/LB   Lime Tree House Lime Tree Court Saffron Walden Essex CB10 1HG (uttlesford.gov.uk)</a>  Application to discharge conditions 3 (slate), 4 (rooflights), 5 (materials), 6 (window repairs) and 7 (new windows and doors) of UTT/22/0158/LB. Lime Tree House Lime Tree Court Saffron Walden Essex CB10 1HG  <b>Resolved:</b> No comment</p>
Q	<p>UTT/24/0720/TCA <a href="#">UTT/24/0720/TCA   Remove height and width by a third of 2no. Yew trees, reduce height of trees in a cluster of unidentified species, reduce height of 1no. tree of unidentified species, remove 1no. tree of unidentified species.   17 Mount Pleasant Road Saffron Walden Essex CB11 3EA (uttlesford.gov.uk)</a>  Remove height and width by a third of 2 no. Yew trees, reduce height of trees in a cluster of unidentified species, reduce hight of 1 no. tree of unidentified species, remove 1no. tree of unidentified species. 17 Mount Pleasant Road Saffron Walden Essex CB11 3EA  <b>Resolved:</b> No comment</p>
R	<p>UTT/24/0654/FUL <a href="#">UTT/24/0654/FUL   Erection of 1 no. single bedroom dwelling (renewal of previous planning permission ref. UTT/21/0562/FUL amended by non-material amendment application UTT/22/1072/NMA)   Land Rear Of 53 High Street Saffron Walden Essex (uttlesford.gov.uk)</a>  Erection of 1 no. single bedroom dwelling (renewal of previous planning permission ref. UTT/21/0562/FUL amended by non-material amendment application UTT/22/1072/NMA) Open for comment icon. Land Rear Of 53 High Street Saffron Walden Essex  <i>Duplication of agenda item 10k</i></p>
S	<p>UTT/24/0579/TCA <a href="#">UTT/24/0579/TCA   Pollard back to previous point or by up to 3-4m 2no Maple trees. Crown lift 1no. Taxus to 5m from ground level, fell 1no. Taxus to 50mm above ground level and reduce 1no. Taxus to 3m in height . Fell 1no. Chestnut to 50mm above ground level. Crown lift 1no. Silver Birch to 3m from ground level.   Elm Grove House Elm Grove Saffron Walden Essex CB10 1NA (uttlesford.gov.uk)</a>  Pollard back to previous point or by up to 3-4m 2no Maple trees. Crown lift 1no. Taxus to 5m from ground level, fell 1no. Taxus to 50mm above ground level and reduce 1no. Taxus to 3m in height . Fell 1no. Chestnut to 50mm above ground level. Crown lift 1no. Silver Birch to 3m from ground level. Open for comment icon. Elm Grove House Elm Grove Saffron Walden Essex CB10 1NA  <b>Resolved:</b> No comment</p>
P&T 064-24	<p><b>Update on ongoing significant applications</b></p> <p>Application S62A/2023/0031 is due for determination by 11 April.</p>
P&T 065-24	<p><b>Urgent Information Items</b></p> <p>No urgent information items were raised.</p>
P&T 066-24	<p><b>Date and time of Next Meeting</b></p> <p>Noted as: Thursday 11 April 2024 at 7.30PM, Saffron Walden The Town Hall</p>

The Chairman closed the meeting at 11am