

Town Hall
Market Street
Saffron Walden
CB10 1HZ



Agenda

Planning & Transport Committee

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

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 8 May 2025** commencing at **9.30am** 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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Lisa Courtney, Town Clerk

2nd May 2025

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 24 th April 2025.
HIGHWAYS	
5	Standing item: Committee to receive an update from the County Councillor, report attached.
6	Standing Item: Committee to note any new areas of speeding concern to relay to Essex Police.
7	Footpath from Swards End toward Saffron Walden Swards End Parish Council has been working for some time to establish a usable footpath between Swards End and Saffron Walden, the path alongside Tesco/Radwinter Road toward Pounce Hall is now derelict. SEPC has notified Essex County Council and has the support of County Councillor Foley. Since the Community Governance Boundary change, some of the footpath sits within the parish of Saffron Walden and the other with SEPC. Committee is asked if it is supportive of SEPC's proposal or not, acknowledging the proposal is across the two parishes.

	PLANNING
8	To Consider and Comment Upon the Following Planning Applications:
A	UTT/25/1035/CLP Conversion of garage to from habitable space 3 Ross Close Saffron Walden Essex CB11 4AY
B	UTT/25/1003/FUL S73 Application to vary condition 2 (approved plans) of UTT/22/0353/FUL 15 Church Street Saffron Walden Essex CB10 1JW
C	UTT/25/1000/HHF Proposed loft conversion including insertion of rooflights and 2no. gable windows Elm Grove House Elm Grove Saffron Walden Essex CB10 1NA
D	UTT/25/1078/HHF Single storey rear and side extension 8 Little Larchmount Saffron Walden CB11 4EF
E	UTT/25/1031/HHF Proposed rear single and two storey extension 35 Goddard Way Saffron Walden Essex CB10 2DQ
F	UTT/25/1050/HHF Enclosure of carport, new bathroom window and replacement hardwood cladding 7 Sun Court Gold Street Saffron Walden Essex CB10 1S
G	UTT/25/1089/HHF Proposed Conservatory to side of Property 8 Shepherds Way Saffron Walden Essex CB10 2AH
H	UTT/25/1093/HHF First floor side extension and front porch flat to pitch with boarding to first floor from elevation 4 Blacklands Close Saffron Walden CB11 4BX
I	UTT/25/1068/FUL Change of use from domestic dwelling to fully furnished short term holiday let Miller Cottage 8 Freshwell Street Saffron Walden Essex CB10 1BY
9	Update on ongoing significant applications Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.
10	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.
11	Date and time of Next Meeting Thursday 22 nd May 2025 7.30PM, Saffron Walden The Town Hall