

Town Hall  
Market Street  
Saffron Walden  
CB10 1HZ



## **Agenda**

### **Planning & Transport Committee**

To Committee Members: Cllrs Ahmed (Deputy Mayor), Curtis, Eke (Mayor), 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, 13<sup>th</sup> February 2025** 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](http://www.saffronwalden.gov.uk). For background papers in relation to this meeting please contact [enquiries@saffronwalden.gov.uk](mailto: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](mailto:enquiries@saffronwalden.gov.uk)

General Enquiries – Saffron Walden Town Council Offices, Town Hall, Market Street,  
Saffron Walden, CB10 1HZ

Website: [www.saffronwalden.gov.uk](http://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**

7<sup>th</sup> February 2025

1	<b>Apologies for absence</b> To receive apologies and consider requests for approved absence
2	<b>To receive any Declarations of Interest</b>  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	<b>Public Speaking Time</b> For the public or press to ask questions of the Council on matters relating to the agenda.
4	<b>Minutes of last meeting</b> Committee to approve the minutes of the Planning and Transport Committee meeting held on 23 <sup>rd</sup> January 2025.
<b>HIGHWAYS</b>	
5	<b>Standing item:</b> Committee to receive an update from the County Councillor
6	<b>Standing Item:</b> Committee to note any areas of speeding concern to relay to Essex Police.
7	<b>Essex Transport Meeting Notes</b> A copy of the December Essex Transport Meeting notes are attached for information only.
8	<b>Sealed Order – Essex County Council</b>  The following orders have been received from Essex Highways and are attached for information. Both are undated and SWTC has asked ECC to confirm whether the orders are finalised or not. <ul style="list-style-type: none"><li>a. Mount Pleasant Road, Saffron Walden (TRAF/8442)</li><li>b. (Byway 3, Saffron Walden) (Seasonal) (Prohibition of Motor Vehicles and Horse Drawn Carriages) Order 2025 (TRAF/8467)</li></ul>

	PLANNING
9	<b>To Consider and Comment Upon the Following Planning Applications:</b>
A	<p><a href="#">Section 62A Planning Application: S62A/2024/0075 Land North of Thaxted Road, Saffron Walden</a></p> <p>Reserved matters (appearance, landscaping, layout and scale); pursuant to outline planning permission ref: S62A/2023/0031 for the erection of up to 55 dwellings, associated landscaping and open space, with access from Knight Park.</p> <p>Outline approval has previously been granted this application is regarding the detail and has been submitted directly to the planning inspector.</p>
B	<a href="#">UTT/25/0140/HHF</a> Proposed single storey rear extension (amended scheme to that approved under planning permission UTT/21/1323/HHF) 15 Braybrooke Gardens Saffron Walden Essex CB11 3WH
C	<a href="#">UTT/25/0155/HHF</a> Part single storey and part two storey rear extension   61 Winstanley Road Saffron Walden Essex CB11 3EX
D	<a href="#">UTT/25/0195/CLP</a>   Loft Conversion with velux windows   4 Hop Fields Saffron Walden Essex CB11 3AY
E	<a href="#">UTT/25/0179/HHF</a>   Extending ground level kitchen into rear porch, opening kitchen into adjacent rear living space and changing the rear walls, facing the garden to glass sliding doors. Conversion of garage into 2 separate internal rooms, a utility room attached to the kitchen and office space entered from hallway. Rebuilding of side extension incorporating a new roof light. Replacement of all windows and rendering the full exterior of the house.   30A Pleasant Valley Saffron Walden Essex CB11 4AP
10	<p><b>Uttlesford Local Plan</b></p> <p>Planning Inspectors have been appointed to undertake an independent examination into the soundness and legal compliance of the Uttlesford Local Plan. Details of which are available at <a href="https://www.localplanservices.co.uk/uttlesfordlpxamination">https://www.localplanservices.co.uk/uttlesfordlpxamination</a> for information only.</p>
11	<p><b>Update on ongoing significant applications</b></p> <p>Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.</p>
12	<p><b>Urgent Information Items</b></p> <p>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.</p>
13	<p><b>Date and time of Next Meeting</b></p> <p>Thursday 27<sup>th</sup> February 2025 7.30PM, Saffron Walden The Town Hall</p>