Town Hall
Market Street
Saffron Walden
CB10 1HZ

Agenda

Planning & Transport Committee

To Committee Members: Cllrs Ahmed (Mayor), Curtis, Jones, Freeman (Leader), Gadd, Hawke-Smith, McLellan and Reeve.

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 8th January 2026** 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.

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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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Website: www.saffronwalden.gov.uk

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Lisa Courtney, Town Clerk 23 December 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 27.11.2025.
	HIGHWAYS
5	Standing item: Committee to receive an update from the County Councillor
6	Standing Item: Committee to note any areas of speeding concern to relay to Essex Police.
7	**ECC Transport Meeting Slides** To receive the attached meeting slides from the November Travel Essex meeting for information.
8	**Essex County Council (Bridleway 19, Saffron Walden) (Temporary Prohibition of Use) Order 2026** The attached notice will be effective from 20 January 2026.

9	**UDC Community Safety Partnership Speeding VAS Initiative** Uttlesford District Council's Community Safety Partnership is seeking support from town and parish Councils in purchasing and installing a portable Vehicle Activated sign for the District (seeking responses by 31.12.25). a. This would be funded as a three year project b. UDC requires each parish wishing to join the scheme, to install a post for attaching the VAS to, (measuring 3-4m in height and a 76cm shaft) as well as the brackets to hold it in place. Costings for the brackets are £52 plus VAT each and would require two per post (one for the VAS and one for the extended solar panel to charge the battery for longer). c. The Community Safey Partnership would be responsible for installing and removing the VAS after a period of time (perhaps 4-8 weeks) before moving on to the next agreed location. d. At this stage UDC is seeking in principle support from the town and parishes, locations will be considered at a later stage of the project at 30mph locations. Committee is asked to consider whether it is supportive of the project, if so, the brackets could be funded from SWTC's Street Furniture budget.
	PLANNING
10	**To Consider and Comment Upon the Following Planning Applications:**
A	Proposed base station upgrade at Saffron Walden Water Tower, Mount Pleasant Cornerstone is a UK mobile infrastructure services company, seeking views on their proposed Removal of 6 no. existing antennas, and installation 9 no. new antennas on a new steelwork, 1 no. transmission dish and ancillary development thereto. Details attached, this is a consultation period before the application is submitted to UDC.
B	UTT/25/3146/HHF | Proposed detached garden studio | 19 Greenways Saffron Walden Essex CB11 3EZ
C	UTT/25/3091/HHF | 2no. single storey side extensions | 7 Fishmere Mead Saffron Walden Essex CB11 4FX
D	UTT/25/3160/CLP | Proposed rear single storey extension with the addition of a flat roof. | 4 Fair Leas Saffron Walden Essex CB10 2DR
E	UTT/25/3185/HHF | Proposed two storey side extension, remodelling of roof and alterations | 16 Longhedges Saffron Walden Essex CB11 3HN
F	UTT/25/3225/FUL | Demolition of existing garage buildings, the erection of four dwellings and the refurbishment of existing outbuilding. | A T S Ltd Station Road Saffron Walden Essex CB11 3HQ
G	UTT/25/3100/CLP | Proposed new pedestrian access formed by replacing 1 no. fence panel with wooden door and custom panel to allow easier access to property. | 21 Cromwell Road Saffron Walden Essex CB11 4AX
H	UTT/25/3281/HHF | Proposed works include a single-storey rear wrap-around extension, installation of a new front roof overhang, and replacement of the front window. Existing

	exterior walls will be finished with new cladding | 22 Pleasant Valley Saffron Walden Essex CB11 4AP
I	UTT/25/3359/AV | 1no. Entrance Sign | Lidl Great Britain Ltd Radwinter Road Saffron Walden Essex CB11 3HY
J	UTT/25/3341/FUL | Replacement drill tower. | 1 Fire Station Hill Street Saffron Walden Essex CB10 1EH
K	UTT/25/3363/HHF | Changes to front entrance porch, with first floor side extension and changes to materials and fenestration | 36 Shepherds Way Saffron Walden Essex CB10 2AH
L	UTT/25/3325/FUL | S73A Retrospective alterations to and change of use from a former garage to a sui generis short-term let (Hollyhock Lodge) | 16 Hollyhock Road Saffron Walden Essex CB10 2AG
M	UTT/25/3384/HHF | First floor side extension, garage conversion, single storey rear extension, changes to materials and fenestration and installation of PV panels | 11 Reddings Close Saffron Walden Essex CB11 4AZ
N	Planning Appeal - **UTT/25/1301/AV -** PAULH 6 Market Place Saffron Walden Essex CB10 1HR - Details attached for information
11	**Update on ongoing significant applications** Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.
12	**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.
13	**Date and time of Next Meeting** Thursday 22 January 2025 at 7.30PM, Saffron Walden The Town Hall