

Town Hall  
Market Street  
Saffron Walden  
CB10 1HZ



## Agenda

### Planning & Transport Committee

To Committee Members: Cllrs Ahmed (Mayor), Curtis, Jones, Freeman (Leader), 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 9<sup>th</sup> April 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.

Scan the QR code to be taken to the website calendar:



### **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.

### **Facilities for people with disabilities**

The Council Offices has facilities for wheelchair users, including lifts and toilets.

### **Fire/emergency evacuation procedure**

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

**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.

**General Data Protection Regulations (GDPR) 2018:**

For details of the Town Council's Privacy Notice, please visit our website:

<http://saffronwalden.gov.uk/policies/>



**Lisa Courtney, Town Clerk**

2 April 2026

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 12.03.2026.
<b>HIGHWAYS</b>	
5	Standing item: Committee to receive an update from the County Councillor
6	Standing Item: Speeding a. Committee to note any areas of speeding concern to relay to Essex Police. b. To receive the attached update on the Uttlesford District Council Vehicle Activated Sign project and to consider the options and recommendations.

<b>PLANNING</b>	
7	<b>To Consider and Comment Upon the Following Planning Applications:</b>
A	<a href="#">UTT/26/0482/LB</a>   Replace front ground floor windows with French doors using the existing window width   5 Constable Place East Street Saffron Walden Essex CB10 1FH
B	<a href="#">UTT/26/0596/PIP</a>   Planning in Principal for the erection of up to 2 dwelling houses   South Of Mead Hall Little Walden Road Saffron Walden Essex
C	<a href="#">UTT/26/0705/HHF</a>   Proposed roof extension with rear dormer, and changes to external materials. Demolition of existing front outbuilding and erection of new outbuilding to allow for annexe accommodation.   94 Little Walden Road Saffron Walden Essex CB10 2DW
D	<a href="#">UTT/26/0731/CLP</a>   Proposed rear dormer roof extension and installation of 3no roof lights to front   6 Jennings Road Saffron Walden Essex CB11 3NJ
E	<a href="#">UTT/26/0469/HHF</a>   Proposed single-storey, lean-to side extension, incorporating solar PV and rooflights, together with internal alterations.   9 Edward Bawden Court Park Lane Saffron Walden Essex CB10 1FP
F	<a href="#">UTT/26/0711/HHF</a>   Two storey rear extension and alterations   53 Ashdon Road Saffron Walden Essex CB10 2AQ
G	Pre-Planning Application Consultation for the upgrade of the existing telecommunications base station installation at Friends School Water Tower, Debden Road, Saffron Walden, CB11 4GA  Further details attached.
8	APP/C1570/Z/25/3376086 Holland & Barrett Ltd, 6 Market Place, Saffron Walden CB10 1HR  To note the above appeal was granted, notice attached.
9	Premise Licence application - Saffron & Sage in Saffron Walden.  To consider the attached application – seeking inclusion of ‘on sales’ for Wine tasting events.
10	<b>Update on ongoing significant applications</b>  Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.
11	<b>Urgent Information Items</b>  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.
12	<b>Date and time of Next Meeting</b>  Thursday 23 <sup>rd</sup> April 2026 at 7.30pm in the Town Hall, Saffron Walden