

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, 9th October 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.

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

Website: www.saffronwalden.gov.uk

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Lisa Courtney, Town Clerk

3 October 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 11.09.2025.
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	Greenways Double Yellow Line Request Residents of Greenways will be in attendance seeking SWTC's support in a North Essex Parking Partnership request to install double yellow lines to prevent car parking. To note, any request will require 75% evidential support from the effected street (being Greenways) and NEPP requires the application be submitted by the local council/councillor.

8	<p>Essex County Council Various Roads (Home Pasture) Saffron Walden) (20mph Zone) Order 2025</p> <p>The above order (details attached) became effective on 15 September.</p>
9	<p>Open Spaces Society, Essex correspondent</p> <p>A new Essex correspondent has been appointed for the Open Spaces Society, more details can be read online - https://www.oss.org.uk/our-new-watchdog-for-paths-and-green-spaces-in-essex/</p> <p>The OSS has asked for any local contacts who could be called upon to help check sites for path diversions and/or planning applications affecting footpaths or open spaces – any support would reduce the OSS correspondent travel time/distance.</p> <p>Committee is asked to consider appointment of any SWTC contacts.</p>
PLANNING	
10	To Consider and Comment Upon the Following Planning Applications:
A	UTT/25/2369/HHF Replacement of an existing garage with a proposed extension 71 Ashdon Road Saffron Walden Essex CB10 2AQ
B	UTT/25/2099/FUL Section 73A Retrospective application for the construction of a farm reservoir Land To The West Of Butlers Lane Saffron Walden
C	UTT/25/2499/HHF Single storey rear extension to match existing materials and build form 75 De Vigier Avenue Saffron Walden Essex CB10 2AY
D	UTT/25/2450/HHF Proposed first floor extension, proposed single storey rear and side extension, internal alterations, proposed changes to external finishes 9 Sedop Close Saffron Walden Essex CB11 4DD
E	UTT/25/2598/HHF Removal of existing single storey garage and its replacement with a single storey extension, together with a new entrance porch canopy 27 Beeches Close Saffron Walden Essex CB11 4BU
F	UTT/25/2466/HHF Demolition of existing outbuilding and erection of new single-storey building to be used as an annex. Stonebridge Farm Little Walden Road Saffron Walden Essex CB10 1UZ
G	UTT/25/2460/FUL Replacement of existing gas boiler with air source heat pump system and modifications to the existing distribution system. Insulation of solar PV system. Installation of loft insulation and secondary glazing Council Offices London Road Saffron Walden Essex CB11 4ER
H	UTT/25/2461/LB Replacement of existing gas boiler with air source heat pump system and modifications to the existing distribution system. Insulation of solar PV system. Installation of loft insulation and secondary glazing Council Offices London Road Saffron Walden Essex CB11 4ER
I	UTT/25/2063/FUL Formation of jet wash bay including 1.8m high glazed screens Tesco Radwinter Road Saffron Walden Essex CB10 2JP
J	UTT/25/1928/FUL Section 73A Retrospective application for the refit of former bank including new shop frontage 1 King Street Saffron Walden Essex CB10 1HE
K	UTT/25/1927/AV Retention of fascia signage board and illuminated hanging sign with window gloss vinyl 1 King Street Saffron Walden Essex CB10 1HG

L	<p>PP/C1570/Y/24/3356040 - UTT/24/0242/LB - Winstanley House 4 Market Hill, Saffron Walden, Essex CB10 1HQ</p> <p>The works proposed are described as 'repairs to floor structures, recovering of tiled roof surfaces and replacement of front door'. The above appeal was part allowed and part dismissed, details attached.</p>
M	<p>UTT/25/0743/FUL Erection of a single self-build dwelling Land At 111 Radwinter Road Saffron Walden Essex</p> <p>An appeal has been made to the Secretary of State against the decision of Uttlesford District Council to Refuse the application. SWTC objected to the application, citing the poor access arrangements and limited car parking provision.</p> <p>Committee is asked if it wishes to make any additional representation. The initial objection will be provided to the Inspectorate.</p>
11	<p>Uttlesford District Council Consultation – Local Plan</p> <p>Uttlesford District Council (UDC) has launched its Local Plan Main Modifications Consultation, closing on 27 October 2025, Committee is asked to consider its response (if any) to the consultation, forming a recommended consultation response for Full Council consideration at the 13 October meeting – as detailed within the attached written report for consideration.</p>
12	<p>Uttlesford District Council Consultation – Developer Contributions</p> <p>Uttlesford District Council is hosting an online consultation seeking views on the draft Community Infrastructure Levy Charging Schedule and Developer Contributions Supplementary Planning Document, Committee is asked to consider its response (if any) to the consultation, forming a recommended consultation response for Full Council consideration at the 13 October meeting – as detailed within the attached written report for consideration.</p>
13	<p>Update on ongoing significant applications</p> <p>Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.</p>
14	<p>Urgent Information Items</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>
15	<p>Date and time of Next Meeting</p> <p>Thursday 23 October 2025 7.30PM, Saffron Walden The Town Hall</p>