

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 22<sup>nd</sup> 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](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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**Lisa Courtney, Town Clerk**

16 January 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 08.01.2026
<b>HIGHWAYS</b>	
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	Road Closure Request - Saffron Walden Dance in the Square, Saturday 29th August 2026 Committee is asked to consider any comment to the attached road closure request.

8	<p><b>Street Naming Consultation – Former Friends School Field</b></p> <p>SWTC has been invited to comment on the new development street names at the above site. As detailed attached, the suggested names are: Cadman, Huntingdon and Sugar.</p> <p>Confirmation has been sought from UDC as to who these individuals are and how they relate to Saffron Walden.</p>
<b>PLANNING</b>	
9	<p><b>To Consider and Comment Upon the Following Planning Applications:</b></p>
A	<p><a href="#">UTT/25/3445/HHF</a>   Proposed single storey rear extension to provide ground floor WC and shower   7 Prospect Place Saffron Walden Essex CB11 3AB</p>
B	<p><a href="#">UTT/25/3181/CLP</a>   Conversion of existing integral garage to a habitable room   92 Long Horse Croft Saffron Walden Essex CB11 4BJ</p>
C	<p><a href="#">UTT/26/0014/LB</a>   Application to vary condition 2 (approved plans) of application UTT/25/1958/LB (Proposed alterations to ground floor (part) including addition of air conditioning units to external wall) - amendments to approved plans in line with recommendations made by a building control officer.   Council Offices London Road Saffron Walden Essex CB11 4ER</p>
D	<p><a href="#">UTT/26/0006/FUL</a>   Section 73 application to vary condition 2 (approved plans) of application UTT/25/1957/FUL (Proposed alterations to ground floor (part) including addition of air conditioning units to external wall) - amendments to approved plans in line with recommendations made by a building control officer.   Council Offices London Road Saffron Walden Essex CB11 4ER</p>
E	<p><a href="#">UTT/26/0022/AG</a>   Agricultural storage   Stonebridge Farm Little Walden Road Saffron Walden Essex CB10 1UZ</p>
10	<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>
11	<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>
12	<p><b>Date and time of Next Meeting</b></p> <p>Thursday 12 February 2026 at 7.30PM, Saffron Walden The Town Hall</p>