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, 27th November 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. 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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Telephone: 01799 516501 / Email: enquiries@saffronwalden.gov.uk
General Enquiries – Saffron Walden Town Council Offices, Town Hall, Market Street, Saffron Walden, CB10 1HZ
Website: 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 21 November 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 13.11.2025.
	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	The Essex County Council (B1052 Little Walden Road, Audley End Road, Littlebury, Saffron Walden) (30mph and 40mph Speed Limit) To note the attached TRO order came into effect on 28 October 2028.
	PLANNING
8	**To Consider and Comment Upon the Following Planning Applications:**

A	UTT/25/2264/FUL | Proposed single self-build dwelling on residential garden land | Land Adjacent To 53 West Road Saffron Walden Essex
B	UTT/25/2997/FUL | S73A Retrospective application for single storey rear extension to hot food takeaway (Sui Generis) and replacement of flank boundary wall. | Writghts Fish & Chips 85 Rowntree Way Saffron Walden Essex CB11 4BY
C	UTT/25/2964/CLP | Demolition of existing conservatory and proposal of single storey rear extension as well as remodelling of previous garage conversion to provide shower room | 9 Ross Close Saffron Walden Essex CB11 4AY
D	UTT/25/3064/CLP | Proposed rear single storey extension with the addition of a flat roof. | 4 Fair Leas Saffron Walden Essex CB10 2DR
E	UTT/25/3081/FUL | S73 application to vary condition 5 (hours of operation) of UTT/25/0720/FUL (Proposed LED lighting solution for the exisiting Hockey Pitch.) - to extend the hours of lighting use to 08:30 to 21:00hrs for weekdays and 09:00 to 17:00hrs on weekends and bank holidays | Saffron Walden County High School Audley End Road Saffron Walden Essex CB11 4UH
F	UTT/25/3079/FUL | S73 application to vary condition 90.B (hours of operation) of UTT/0494/97/FUL (Construction of synthetic hockey pitch with 3 m and 4 m high fencing and eight 16.75 m high floodlights) - amend the operating times to 8.30- 21.00 Monday to Friday and 09.00-17.00 on Sundays and Bank Holidays | Saffron Walden County High School Audley End Road Saffron Walden Essex CB11 4UH
G	UTT/25/3004/LB | Retention of the removed wall between kitchen and scullery/breakfast room (previously approved under reference UTT/19/1328/LB) | Abbey Farm House Audley End Audley End Road Saffron Walden CB11 4JB
9	**Update on ongoing significant applications** Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.
10	**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.
11	**Date and time of Next Meeting** Thursday 11 December 2025 at 7.30PM, Saffron Walden The Town Hall - noting only one December committee meeting.