

PLANNING & TRANSPORT COMMITTEE
SAFFRON WALDEN TOWN COUNCIL

MINUTES of the PLANNING & TRANSPORT COMMITTEE held in the Town Hall, Saffron Walden on **THURSDAY 24 July 2025 at 7.30pm**

Councillors: Cllrs Curtis, Freeman, Hawke-Smith, McLellan and Meloy (Chair)

Officers: Deputy Town Clerk

Members of the public: None

P&T 152-25	<p>Apologies for absence</p> <p>Apologies were received and accepted from Cllrs Ahmed and Jones. Absent, Cllr Gadd.</p>
P&T 153-25	<p>Declarations of Interest</p> <p>Cllr Freeman declared a generic non-pecuniary interest as a member of Uttlesford District Council (UDC)</p> <p>Cllr Meloy declared a generic non-pecuniary interest regarding agenda item 8g, UTT/25/1766/HHF as the agent is known to him (carrying out works).</p>
P&T 154-25	<p>Public speaking time</p> <p>There were no public speakers.</p>
P&T 155-25	<p>Minutes of Previous Meeting 10.07.2025</p> <p>The minutes of the previous meeting 10.07.2025 were approved and signed by the Chair.</p>
HIGHWAYS	
P&T 156-25	<p>Standing item: Committee to receive an update from the County Councillor</p> <p>An update was not received.</p>
P&T 157-25	<p>Standing Item: Committee to note any new areas of speeding concern to relay to Essex Police.</p> <p>No new areas of speeding where raised. Cllrs raised concern of cars driving the wrong way on Museum Street, officers would inform the Police.</p>

<p>P&T 158-25</p>	<p>Traffic Orders</p> <p>Committee noted the following orders:</p> <ul style="list-style-type: none"> a. Essex County Council (Byway 3, Saffron Walden) (Temporary Prohibition of Use) Order - scheduled to commence on 28 July 2025 to 28 October 2025 or where appropriate signs are showing and weather permitting. b. Home Pasture, Flatfield Road, Maylen Close, Saffron Walden - 20mph Zones
<p>PLANNING APPLICATIONS</p>	
<p>P&T 159-25</p>	<p>Committee considered and commented upon the following Planning Applications: All applications were considered against the UDC Local Plan policies dated 2005 and the Saffron Walden Neighbourhood Plan.</p>
<p>A</p>	<p><u>UTT/25/1760/HHF</u> Internal alterations including blocking in of doorway and moving the kitchen from basement to ground floor, with the rear Basement becoming a utility (no longer a kitchen) and external alterations including new roof light, change of boiler, change of railings to rear, replacement of corrugated lean-to with patent glazed roof 8 Abbey Lane Saffron Walden Essex CB10 1AG Resolved: No objections, subject to support from Place Services</p>
<p>B</p>	<p><u>UTT/25/1761/LB</u> Internal alterations including blocking in of doorway and moving the kitchen from basement to ground floor, with the rear basement becoming a utility (no longer a kitchen) and external alterations including new roof light, change of boiler, change of railings to rear, replacement of corrugated lean-to with patent glazed roof 8 Abbey Lane Saffron Walden Essex CB10 1AG Resolved: No objections, subject to support from Place Services</p>
<p>C</p>	<p><u>UTT/25/1830/HHF</u> Single storey extension to existing kitchen and replacement of existing sliding patio doors at rear of dwelling with 3m wide bi-fold doors. 4 Fair Leas Saffron Walden Essex CB10 2DR Resolved: No objections</p>
<p>D</p>	<p><u>UTT/25/1393/LB</u> Removal of existing signage and graphics and installation of new image replacements 6 Market Place Saffron Walden Essex CB10 1HR Resolved: No objections</p>
<p>E</p>	<p><u>UTT/25/1301/AV</u> Removal of existing signage and graphics and replacing with signage and graphics. 1no. projecting sign, 7no. fascia signs, 5no. Vinyl graphics, 1no. Manifestations sign. 6 Market Place Saffron Walden Essex CB10 1HR Resolved: No objections</p>
<p>F</p>	<p>25/00037/REF Single storey front and part single storey part two storey rear extensions 26 Railey Road Saffron Walden Essex CB11 3EN Ref. No: UTT/25/0705/HHF Status: Refused Committee noted the above planning decision has been appealed by the applicant.</p>

G	<p>UTT/25/1766/HHF Proposed new walls for conservatory, new heightened roof over single storey rear element and conservatory, proposed first floor side extension, new roof over garage and front porch, and internal remodelling / 14 Shepherds Way Saffron Walden Essex</p> <p>Committee noted amendments have been made to the description name of the scheme and UDC re-opened this consultation period.</p>
P&T 160-25	<p>Update on ongoing significant applications</p> <p>Committee noted the following:</p> <ul style="list-style-type: none"> a. Former Friends School Playing Fields S62A/2025/0107 PINS has confirmed a hearing for the above application will take place on 8 August 2025, the committee chair is scheduled to attend representing SWTC.
P&T 161-25	<p>Urgent Information Items</p> <p>Committee discussed the forthcoming open letter to ECC Highways regarding the outstanding Market Square TROs, noting the letter request was a Full Council resolution.</p>
P&T 162-25	<p>Date and time of Next Meeting</p> <p>Thursday 14 August 2025 at 7.30PM, Saffron Walden The Town Hall</p>

The Chairman closed the meeting at 8.20pm