

**PLANNING & TRANSPORT COMMITTEE****SAFFRON WALDEN TOWN COUNCIL**

MINUTES of the PLANNING & TRANSPORT COMMITTEE held in the Town Hall, Saffron Walden on **THURSDAY** 14 August 2025 at **7.30pm**

**Councillors:** Cllrs Ahmed, Curtis, Jones, Freeman and McLellan.

**Officers:** Deputy Town Clerk

**Members of the public:** None

P&T 163-25	<p><b>Apologies for absence</b></p> <p>Apologies were received and accepted from Cllrs Gadd and Hawke-Smith.</p>
P&T 164-25	<p><b>Declarations of Interest</b></p> <p>Cllrs Ahmed and Freeman declared a generic non-pecuniary interest as a member of Uttlesford District Council (UDC) and left the room for agenda items 11b and 11c, planning applications UTT/25/1957/FUL and UTT/25/1958/LB, being applications for the District Council offices.</p>
P&T 165-25	<p><b>Committee Membership, Committee Chair and Deputy Chair</b></p> <p>Committee noted the resignation of the former Committee Chair, Cllr Meloy, from this Committee and that this resignation requires Committee to appoint a new Committee Chair. It was noted:</p> <ul style="list-style-type: none"> <li>- At the September Full Council meeting, Council will be asked to review the Committee membership and elect any new committee member(s) and appointment of a new chair could await until any new member(s) are appointed.</li> </ul> <p>Cllr Freeman nominated Cllr McLellan as Committee Chair (the current Deputy Chair), seconded by Cllr Ahmed and accepted by Cllr McLellan.</p> <p>It was unanimously agreed to appoint Cllr McLellan as Committee Chair.</p> <p>With a vacant Deputy Chair post, Cllr McLellan nominated Cllr Curtis as Deputy Chair, seconded by Cllr Freeman and accepted by Cllr Curtis.</p> <p>It was unanimously agreed to appoint Cllr Curtis as Deputy Chair.</p>
P&T 166-25	<p><b>Public speaking time</b></p> <p>There were no public speakers.</p>
P&T 167-25	<p><b>Minutes of Previous Meeting 24.07.2025</b></p> <p>The minutes of the previous meeting 27.07.2025 were approved and signed by the Chair.</p>

<b>HIGHWAYS</b>	
P&T 168-25	<p><b>Standing item: Committee to receive an update from the County Councillor</b></p> <p>Committee received the County Councillor report, item 2c, the outstanding Market Square TRO was discussed and it was further noted:</p> <ol style="list-style-type: none"> <li>a. Officers are arranging another meeting with ECC/UDC officers to discuss progression.</li> <li>b. The Freedom of Information Request and Open Letter have been published, as requested by Council. With regard to the written update report, it was noted that Officers did not refuse to pause or withdraw the FOI or Open Letter – both were requested by a Full Council resolution which could not be undone.</li> </ol>
P&T 169-25	<p><b>Standing Item: Committee to note any new areas of speeding concern to relay to Essex Police.</b></p> <p>No new area of concern were raised.</p>
P&T 170-25	<p><b>Community Speed Watch Group</b></p> <p>Committee received the written report, regarding the formation of a CSW Group, noting:</p> <ol style="list-style-type: none"> <li>a. SWTC has publicised within the community how a CSW Groups are formed.</li> <li>b. One resident has responded.</li> <li>c. Officers will re-run publication in the Autumn.</li> </ol>
P&T 171-25	<p><b>Travel Essex: Summer Meeting Notes</b></p> <p>Committee received the meeting notes for information.</p>
P&T 172-25	<p><b>A better connected Essex - Public consultation on Essex transport strategy</b></p> <p>Committee noted:</p> <ol style="list-style-type: none"> <li>a. Essex County Council is hosting a public consultation on its Essex transport strategy, closing on 24.09.2025.</li> <li>b. Councillors are encouraged to respond and share details of the survey.</li> </ol>
<b>PLANNING APPLICATIONS</b>	
P&T 173-25	<p><b>Committee considered and commented upon the following Planning Applications:</b> All applications were considered against the UDC Local Plan policies dated 2005 and the Saffron Walden Neighbourhood Plan.</p>
A	<p>Re-consultation - <u>UTT/25/1492/HHF</u> - 2 Ashdon Road Saffron Walden Essex CB10 2AA</p> <p>To note the above application consultation has re-opened because the description has changed, from: Proposed single storey open lean-to roof with storage/bicycle area ancillary to the main dwelling. To: Proposed single storey open lean-to roof with storage/bicycle area ancillary to the main dwelling associated with rear garden excavation to facilitate the extension of the patio and roof. SWTC previously responded in objection.</p> <p>It was noted UDC has since awarded planning consent on this application.</p>

B	<u>UTT/25/1957/FUL</u>   Proposed alterations to ground floor (part) including addition of air conditioning units to external wall   Council Offices London Road Saffron Walden Essex CB11 4ER Resolved: No objections
C	<u>UTT/25/1958/LB</u>   Proposed alterations to ground floor (part) including addition of air conditioning units to external wall   Council Offices London Road Saffron Walden Essex CB11 4ER Resolved: No objections
D	<u>UTT/25/1945/AV</u>   Erection of non-illuminated, wall mounted and free standing way finding signage together with an external illuminated entrance sign to be built on brick plinth at site entrance   Bailey Lodge Radwinter Road Saffron Walden Essex CB11 3ZP Resolved: No objections
E	<u>UTT/25/2049/CLP</u>   Replacement of existing Conservatory Roof to a lightweight solid roof.   24 Old Mill Road Saffron Walden Essex CB11 3ER Resolved: No objections
F	<b>Licensing Application: Goat and Grass, 8-8a Cross Street, Saffron Walden CB10 1EX</b> Committee noted an application to vary an existing premises licence for the above property has been submitted, seeking to increase the licensed area and to play music both indoors and outdoors between 0800 and 1700 and indoors only between 1700 and 2300. Resolved: No objections
P&T 174-25	<b>Update on ongoing significant applications</b>  S62A/2025/0107 Former Friends School Field, Mount Pleasant Road, Saffron Walden, CB11 3EB - Committee noted the Planning Inspector's Hearing took place last Friday for the above application and the target decision date is Wednesday 27 August.
P&T 175-25	<b>Urgent Information Items</b>  No items raised.
P&T 176-25	<b>Date and time of Next Meeting</b>  Thursday 28 August 2025, in the Town Hall Saffron Walden at 7.30pm

The Chairman closed the meeting at 8pm