

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

MINUTES of the PLANNING & TRANSPORT COMMITTEE held in the Town Hall, Saffron Walden on **THURSDAY 14 May 2026 at 7.30pm**

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

Officers: Deputy Town Clerk

Members of the public: None

P&T 071-26	Apologies for absence Apologies were received and accepted from Cllrs Curtis. Absent Cllrs Ahmed, Jones and Reeve.
P&T 072-26	Declarations of Interest Cllr Freeman declared a generic non-pecuniary interest as a member of Uttlesford District Council (UDC). All members present declared a generic non-pecuniary interest regarding agenda item E, application UTT/26/0792/HHF, which impacts someone known to each of them.
P&T 073-26	Public speaking time There were no public speakers.
P&T 074-26	Minutes of Previous Meeting 09.04.2026 The minutes of the previous meeting 09.04.2026 were approved and signed by the Chair.
HIGHWAYS	
P&T 075-26	Standing item: Committee to receive an update from the County Councillor An update was not received.
P&T 076-26	Standing Item: Committee to note any new areas of speeding concern to relay to Essex Police. Speeding concern was raised at Audley Road by Audley End House and Church Street – this would be relayed to Essex Police.
PLANNING APPLICATIONS	
P&T 077-26	Committee considered and commented upon the following Planning Applications: All applications were considered against the UDC Local Plan and the Saffron Walden Neighbourhood Plan.

A	UTT/26/0738/LB Installation of defibrillator and bleed kit cabinets to external wall Nationwide Building Society 9 Market Walk Saffron Walden Essex CB10 1JZ Resolved: No objection
B	UTT/26/0711/HHF Two storey rear extension and alterations 53 Ashdon Road Saffron Walden Essex CB10 2AQ Resolved: No further response required (responded previously)
C	UTT/26/0794/HHF Proposed two storey side/rear extension 2 Birdbush Avenue Saffron Walden Essex CB11 4DJ Resolved: No objection
D	UTT/26/0799/HHF Single storey front extension, covered porch and additional parking 31 Cromwell Road Saffron Walden Essex CB11 4AX Resolved: No objection
E	UTT/26/0792/HHF S73A Retrospective application for the installation of two timber gates. Proposed fencing and replacement pergola in rear garden 3 Church Path Saffron Walden Essex CB10 1JP Resolved: No comment
F	UTT/26/0573/CLP Loft conversion with rear facing dormer 4 Monks Hill Saffron Walden Essex CB11 3BW Resolved: No objection
G	UTT/26/0855/HHF Demolition of existing conservatory and proposal of a two storey side extension with single storey side/rear extension and changes to fenestration 13 Copperfields Saffron Walden Essex CB11 4FG Resolved: No objection to the development however to have due consideration for the overbearing nature onto the neighbouring properties per SWNP SW3.
H	UTT/26/0887/HHF Demolition of existing conservatory and proposal of two storey side/rear extension, leading to single storey rear extension with changes to fenestration and remodelling. 24 Saxon Way Saffron Walden Essex CB11 4EG Resolved: No objection
I	UTT/26/0766/HHF Loft conversion with rooflights and solar panels. 8 Pavilion Way Saffron Walden Essex CB11 4GL Resolved: No objection
J	UTT/26/0992/HHF New garden wall to rear garden 5 Museum Street Saffron Walden Essex CB10 1JL Resolved: No objection, subject to addressing the archaeology concerns.
K	UTT/26/0985/HHF Proposed single storey rear extension 41 Peal Road Saffron Walden Essex CB11 3ET Resolved: No objection
L	UTT/26/0949/HHF Removal of existing rear extensions and erection of new two storey and new single storey rear extensions. 5 Landscape View Saffron Walden Essex CB11 4AT Resolved: No objection
M	UTT/26/0950/LB Making good and re-rendering damaged plaster which is out of repair Hill House 75 High Street Saffron Walden Essex CB10 1AA Resolved: No objection
N	UTT/26/0938/HHF Proposed front link extension to existing garage with new first floor accommodation over. Installation of solar panels to new flat roof. 19 Gallows Hill Saffron Walden Essex CB11 4DA Resolved: No objection

O	UTT/26/0909/LB Repair external timber double doors and redecorate Saffron Walden Library King Street Saffron Walden Essex CB10 1ES Resolved: No objection
P	UTT/26/1056/HHF Conversion of single garage to habitable accommodation, and internal alterations to main dwelling. 12 West Road Saffron Walden Essex CB11 3DS Resolved: To support the comments raised by Place Services
Q	UTT/26/1045/AV Installation of 2x internally illuminated fascia signs , 3x non-illuminated fascia signs , 1x non-illuminated Totem sign , 1x illuminated Totem sign and 2x Banner Frames Warehouse Elizabeth Way Saffron Walden Essex CB10 2BL Resolved: The Uttlesford Shop Front Design Guide states that internal illumination will be resisted because it compromises the appearance of the district.
R	UTT/26/1030/HHF Proposed conversion of the existing loft, construction of rear dormer on rear roof slope, and insertion of single conservation style roof window within the front roof slope 19 South Road Saffron Walden Essex CB11 3DG Resolved: The dormer proposal is out of keeping with its surroundings in a conservation area and should comply with SW3.
P&T 078-26	CIL examination Committee noted that UDC has submitted the Draft CIL Charging Schedule for examination.
P&T 079-26	Update on ongoing significant applications Committee noted that construction works appear to have begun at the Radwinter Road site UTT/25/1568/DFO.
P&T 080-26	Urgent Information Items No urgent information items were raised.
P&T 081-26	Date and time of Next Meeting Thursday 28 May at 7.30pm in the Town Hall, Saffron Walden

The Chairman closed the meeting at 8.15pm