



Town Hall | 61 Newland Street | Witham | CM8 2FE
01376 520627
witham.gov.uk

AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Monday, 12th January 2026** Time: **6.15 p.m.**

Place: **Town Hall, 61 Newland Street, Witham, Essex**

Members are hereby summoned to attend the above Meeting to transact the following business. Members are respectfully reminded that each item on the Agenda should be carefully examined. If you have any interest, it must be duly declared.

To be present: Councillors -

J.	Robertson	(Chairman)	L.	Headley
J.C.	Coleman	(Vice Chairman)	R.	Playle
E.	Adelaja		R.	Ramage
P.	Barlow		A.	Sloma
J.M.	Coleman		E.	Williams

Nikki Smith
Town Clerk
GK/7.1.2026

1. APOLOGIES

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Planning & Transport Committee held 9th December 2025 (previously circulated).

3. INTERESTS

To receive any declarations of interests that Members may wish to give notice of on matters pertaining to any item on this Agenda.

4. QUESTIONS AND REPRESENTATIONS FROM MEMBERS OF THE PUBLIC

Members of the press and public will be invited to address the Meeting.

Order Note: A maximum of 30 minutes is designated for public participation time with no individual speaker exceeding three minutes unless otherwise granted an extension by the Chairman under Standing Order 3(F) & 3(G)

5. PLANNING OFFICER'S REPORT

To receive a verbal report from the Planning Officer on any matters arising from previous Meeting.

6. PART 1 APPLICATIONS

To approve officer 'no objection' recommendations for applications listed under Part 1 without debate. *Applications may be moved to Part 2 where Members are in disagreement with recommendations by giving 24 hours' notice to the Planning Officer.*

7. PART 2 APPLICATIONS

To consider applications in Part 2.

8. DELEGATED DECISIONS

To receive details of the delegated decisions, made in conjunction with the Chairman, as responses were required before this Meeting (attached at page 10).

9. REVISED PLANS

To consider any revised plans received by Braintree District Council that have previously been commented upon.

10. DECISIONS

To receive and note decisions on planning applications pertaining to Witham which have been received from Braintree District Council (attached at page 12).

11. TACKLING SPEEDING IN WITHAM/20s PLENTY

- (i) To receive a verbal report regarding the progress of the Speed Indicator Device.
- (ii) To receive a list from Special Sergeant Jesse of areas that would benefit from a Speed Indicator Device (attached at page 18).

12. HATFIELD ROAD PUFFIN CROSSING

To receive details of the proposed puffin crossing in Hatfield Road (attached at page 19).

13. NEIGHBOURHOOD PLAN STEERING GROUP

To receive the Minutes of the Neighbourhood Plan Steering Group Meeting held 23rd October 2025 (attached at page 21).

PART 1
APPLICATIONS WITH OFFICER ‘NO OBJECTION’
RECOMMENDATIONS TO BE CONSIDERED “EN BLOC” WITHOUT
DEBATE.

Applications Received:

The following applications have been made to the District Council for planning permission under the Town & Country Planning Acts and referred to the Town Council as a statutory consultee. Copies of the applications and accompanying plans may be seen at the Planning Department Causeway House, Bocking End, Braintree or online at www.braintree.gov.uk

PLEASE NOTE: Under the Local Government (Access to Information) Act 1985, representations cannot be treated in confidence. Witham Town Council is not responsible for issuing planning decisions.

APPLICATION_NO	ADDRESS	WARD	PROPOSAL
25/02821/FUL	Spice Venue , 5 Collingwood Road, Witham	Central	Single storey side infill extension

PART 2

APPLICATIONS FOR MEMBERS' DEBATE

Applications Received:

The following applications have been made to the District Council for planning permission under the Town & Country Planning Acts and referred to the Town Council as a statutory consultee. Copies of the applications and accompanying plans may be seen at the Planning Department Causeway House, Bocking End, Braintree or online at www.braintree.gov.uk

PLEASE NOTE: Under the Local Government (Access to Information) Act 1985, representations cannot be treated in confidence. Witham Town Council is not responsible for issuing planning decisions.

25/02806/HH	42 Collingwood Road, Witham, Essex	Central	Proposed first floor extension to create a two storey dwelling with a pitched roof & single storey rear extension
25/02853/TPOCON	Land Opp Kewburn House, 4, 6A & 10 Newland Street, Witham, Essex	Central	Notice of intent to carry out works to trees in a Conservation Area:
25/02849/FUL & 25/02850/LBC	The George, 36 Newland Street, Witham	Central	Conversion of existing car park into outdoor seating area to pub, including new boundary treatment, fixed seating, pergola, lighting and all associated works
25/02851/ADV	The George, 36 Newland Street, Witham	Central	Signage to include: 1 No. externally illuminated Fascia, 2 No. non illuminated Fascias and 4 No. amenity boards
25/02817/FUL	Mondy Ironmongers , 63 Newland Street, Witham	Central	Erection of 3 no. 2 bedroom terraced dwellings

Witham Town Council – Planning Application Report

Application No:- 25/02806/HH

Address:- 42 Collingwood Road, Witham, Essex

Ward:- Central

Proposal:- Proposed first floor extension to create a two storey dwelling with a pitched roof & single storey rear extension

Relevant Site History:-

Representations:-

Summary:- This is an existing bungalow, the proposal is to extend upwards to make a first floor extension, demolish an existing conservatory to the rear and to reconfigure the existing ground floor. The extension on the ground floor will be 2.3m in depth and 6.5m in width with bifold doors and three roof lanterns to add more light to the family room/kitchen. The proposed first floor will be over the original bungalow and will add three bedrooms, including an ensuite and a bathroom.

Recommendation:- This is in a Conservatoion Area but Collingowood has an eclectic mix of housing with both bungalows and two storey homes. On one side of the bungalow is a two story house and the other a bungalow. The existing roof would rise by 3.13m. From a planning view point there could be an argument against planning consent as LPP 36d states there should be no unacceptable adverse impact on the amenities of adjoining residential properties, including privacy, overshadowing of light or an overbearing impact, however there have been no representations from neighbours. Would therefore recommend no objections subject to the Listed Buildings Officer being content as this is in a Conservation Area.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 25/02853/TPOCON

Address:- Land Opp Kewburn House, 4 , 6A & 10Newland Street, Witham, Essex

Ward:- Central

Proposal:- Notice of intent to carry out works to trees in a Conservation Area:

Relevant Site History:-

Representations:-

Summary:- Sgl/1 (018290) Small-leaved Lime OPP. Kewburn house -REPOL Re-pollard REMEC Remove Basal Epic Growth to 3m, Sgl/2 (018293) Small-leaved Lime OPP. No 4 - REPOL Re-pollard -REMEC Remove Basal Epic Growth to 3m , Sgl/3 (018295) Small-leaved Lime OPP. No. 6a - REPOL Re-pollard -REMEC Remove Basal Epic Growth to 3m, Sgl/4 (018296) Small-leaved Lime OPP. No. 10 -REPOL Re-pollard -REMEC Remove Basal Epic Growth to 3m

Recommendation:- This is an application by Essex County Council to carry out works to trees in Newland Street. This is regular maintenance work and would therefore recommend no objection which has been agreed by the Tree Warden and subject to the advice of the District Council's Landscape Officer.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 25/02849/FUL & 25/02850/LBC

Address:- The George, 36 Newland Street, Witham

Ward:- Central

Proposal:- Conversion of existing car park into outdoor seating area to pub, including new boundary treatment, fixed seating, pergola, lighting and all associated works

Relevant Site History:-

Representations:-

Summary:- The applicant states that the outdoor seating area is small and insufficient to their needs. The works to the rear will extend the existing area of decking and seating. There will be a lightweight pergola with festoon lighting.

Recommendation:- The George is a Grade II Listed Building and is within the Conservation Area on a prominent crossroads. The site for the extended seating and pergola is currently used for informal parking. I would suggest no objection.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 25/02851/ADV

Address:- The George, 36 Newland Street, Witham

Ward:- Central

Proposal:- Signage to include: 1 No. externally illuminated Fascia, 2 No. non illuminated Fascias and 4 No. amenity boards

Relevant Site History:-

Representations:-

Summary:- The proposal is to replace the existing signage and lighting. The 4m long sign is made of perspex. The other signage is aluminium. All lighting is external and there are two new hanging lanterns.

Recommendation:- I would suggest that with the exception of the perspex sign, no objection should be raised but to recommend refusal for the 4m sign made of perspex as traditional materials should be used in the Conservation Area.

Policy References:- LPP55

Witham Town Council – Planning Application Report

Application No:- 25/02817/FUL

Address:- Mondy Ironmongers , 63 Newland Street, Witham

Ward:- Central

Proposal:- Erection of 3 no. 2 bedroom terraced dwellings

Relevant Site History:-

Representations:-

Summary:- This is a proposal for three terraced houses behind Mondys. They will be two storey with a small garden space to the rear or side. They are comparable to the permitted development behind 65 Newland Street. The roof ridge line will be 8m. Vehicular access will be by Kings Chase. There will be one parking space for each property

Recommendation:- There is a permitted development for three terraced houses on the adjacent plot behind 65 Newland Street. As part of the delegated process no objection has been given to add a further two houses onto this terrace which will now have parking provisions directly behind the former Mondys store. This application would then have its three parking spaces adjacent to those. Traditionally there was back land development along Newland Street. Access to this site is good. There is no indication where cycle parking or bin storage will be. We would need to consider whether this area would become over developed but on balance I would be inclined to offer no objections subject to cycle parking and bin storage being provided.

Policy References:-

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Agenda Item 8

25/02763/TPOCON

20 The Avenue, Witham

Notice of intent to carry out works to trees in a Conservation Area

The proposed work was minimal and considered to be reasonable.

NO OBJECTION Subject to the advice of the District Council's Landscape Officer.

25/02652/TPOCON

22 The Avenue, Witham

Notice of intent to carry out works to trees in a Conservation Area

This application was made by Councillor Fleet who is also the Tree Warden for Central Ward. The proposed work is to ten trees in his garden and to two hedges. The work was part of regular maintenance and minimal; and considered to be reasonable.

NO OBJECTION Subject to the advice of the District Council's Landscape Officer.

25/02739/LBC

Roslyn House, 16 Newland Street, Witham

Replacement of windows

The windows in Roslyn House have deteriorated beyond repair and therefore it is proposed to replace with timber framed, slim line units which will match existing.

NO OBJECTION Subject to the advice of the Listed Buildings Officer.

25/02773/FUL

35 Newland Street, Witham, Essex

Installation of two new first-floor windows to the rear elevation, blocking up the existing ground floor lift entrance on the side elevation, and addition of two roof lights to the front elevation

This relates to the former Poundland premises and the adjacent card shop.

NO OBJECTION

25/02775/LBC

Roslyn House, 16 Newland Street, Witham

Proposed replacement roof tiles to match existing, replacement flashing and traditional detailing at verges, ridges, valleys and abutments

It was considered that the impact of new tiles on the roof would adversely affect the building.

RECOMMEND REFUSAL on the grounds that new tiles would adversely affect the Grade II Listed Building and the street scene in a Conservation Area contrary to LPP57 and subject to the advice of the Listed Buildings Officer.

25/02752/FUL

65 Newland Street, Witham, Essex

2no. 2 bedroomed dwellings with alterations to existing associated parking

This is land to the rear of Mama Dells where permission has already been granted to demolish office accommodation and for three terraced houses to be built. It is now proposed to extend the terrace by two additional houses and to provide parking for five vehicles behind the former Mondy's store. Vehicular access is via Kings Chase.

NO OBJECTION

25/02794/TPOCON

22 Collingwood Road, Witham, Essex

Notice of intent to carry out works to trees in a Conservation Area - Fell x2 sycamore trees

The Tree Warden had made a site visit and advised that the application was misleading as the trees do not appear too big nor threatening any property and sycamore trees are now regarded as native.

RECOMMEND REFUSAL on the grounds of the effect on local amenity and no plans to replace the trees and subject to the advice of the District Council's Landscape Officer.

25/02792/TPO

Holly Trees Montessori Nursery, Newland Street, Witham, Essex

Notice of intent to carry out works to tree protected by Tree Preservation Order 03/2020 - Atlas Cedar Trees

The Tree Warden agreed that this work was reasonable

NO OBJECTION subject to the advice of the District Council's Landscape Officer

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Application & Address	Proposal	BDC Decision	WTC Decision	Agenda Item 10
25/02328/HH - 27 Brain Road Witham Essex CM8 1LB	Proposed single storey front extension	Application Permitted	No Objection	
25/02491/HH - 13 Barnardiston Way Witham Essex CM8 2EQ	Proposed single storey rear extension	Application Permitted	Noted that the proposed extension would limit the garden size to less than the recommended 100m ² recommended in the Essex Design Guide however as there had already been a precedent set by the neighbouring property they agreed to raise no objection.	
25/02493/T56 - Telecommunication Site At Station Maltings Station Road Witham Essex	Proposed upgrade to existing Rooftop Telecommunications equipment including the removal of an existing 5m stub tower to be replaced by an upgraded 7.5m high stub tower.	Prior Approval Required and Given	No Objection	

25/02481/FUL - 50 Church Street Witham Essex CM8 2JL	Demolition of boundary wall and installation of boundary fence	Application Permitted	Noted that the boundary wall had needed to be demolished as it had partially collapsed and lost its structural integrity. They agreed that as the fence was out of sight of the road and therefore no impact on the street scene; and there were other fences in close proximity they would raise no objection.
25/02424/HH - 10 Cromwell Way Witham Essex CM8 2ES	Proposed single-storey rear extension	Application Permitted	No Objection
25/02313/HH & 25/02314/LBC - 16 Chipping Hill Witham Essex CM8 2DE	Proposed part repair and replacement of front boundary wall	Application Permitted	No objection subject to the advice of the Listed Building's Officer
25/02563/TPOCON - 1 Old Magistrates Court Witham Essex CM8 2FT	Notice of intent to carry out works to trees in a Conservation Area: 1 Maple (M1) to be felled.	Deemed Permitted	Members were informed that there was no information as to why the tree should be felled. Members therefore recommended refusal on the grounds of lack of information.
25/02558/TPOCON - 16 Chipping Hill Witham Essex CM8 2DE	Notice of intent to carry out works to trees in a Conservation Area: Box Alder- Reduce crown by 2m	Deemed Permitted	The Tree Warden had agreed that the work was reasonable, therefore raised no objection subject to the advice of the District Council's Landscape Officer.

25/02512/HH - 20 Pitt Avenue Witham Essex CM8 1JQ	Proposed single storey rear extension & alterations to fenestration.	Application Permitted	Noted that the neighbour had raised concerns regarding the proposed demolition of the party wall when the conservatory was removed. Members agreed to raise no objection.
25/02517/HH - 3 Gershwin Boulevard Witham Essex CM8 1HW	Retention of single storey rear extension and alterations to fenestration	Application Permitted	No Objection
25/02242/TPO - Kingdom Hall Of Jehovah's Witnesses Windsor Close Witham Essex CM8 1GH	Notice of intent to carry out works to tree protected by Tree Preservation Order 19/02 T7 and T8 Lime Trees - Restore the crown to 5-6m. T1 and T2 Lime Trees - Crown lift to 5-6meters.	Part refused, Part Granted	No objection subject to the advice of the District Council's Landscape Officer.
25/02135/TPO - Land North Of Podsbrook House Guithavon Street Witham Essex	Notice of intent to carry out works to trees protected by Tree Preservation Order TPO 5/83 G1: T2 Sycamore - Reduce limbs on building side by approximately 1.5 metres to natural pruning points. T4 Beech - Thin crown by 20%. T5 London Plane - Reduce overextended limbs on building side by up to 3 metres to natural pruning points.	Application Permitted	No objection subject to the advice of the District Council's Landscape Officer.
25/02142/TPO - Foster Court Witham Essex CM8 2TQ	Notice of intent to carry out works to tree protected by Tree Preservation Order - 7/86 - G2- T008 Himalayan Birch - Crown lift to 3.5m.	Application Permitted	No objection subject to the advice of the District Council's Landscape Officer

25/01888/TPO - Roslyn House 16 Newland Street Witham Essex CM8 2AQ	Notice of intent to carry out works to tree protected by Tree Preservation Order 26/90 Rear Birch over extended limbs interfering with building ivy clad: Works: Sever ivy lift pendulate growth circa 5m to clear from roof. Reduce all aspects by up to 3m to suitable growth points apart from some over extended limbs on NE side which would need up to 4m to balance trees crown correctly. Front: Magnolia reduce lateral growth and overhang onto highways by up to 2m to suitable growth points. Front: Fastigate copper beech. Reduce lateral growth by up to 2m to suitable growth points to clear roof interference and retain its conical shape lift circa 3m to clear walls and gates.	Application Permitted	Raised no objection regarding the magnolia and birch trees but would recommend refusal regarding the copper beech tree due to the risk of damaging the fastigate conical appearance, however Members would accept reduction of lateral growth by one metre and crown lift by two metres subject to the advice of the District Council's Landscape Officer.
25/02571/TPOCON - 11 Old Magistrates Court Witham Essex CM8 2FT	Notice of intent to carry out works to trees in a Conservation Area: 1 No. Maple (M1) to have crown reduced by 0.600-1m 1 No. Cherry (C1) to have upper crown reduced by up to 1m and sides to be reduced as required to leave a balanced crown	Deemed Permitted	The Tree Warden had agreed that this was routine work and therefore no objection was raised subject to the advice of the District Council's Landscape Officer.

25/02465/HH - 30 Collingwood Road Witham Essex CM8 2DZ	Proposed single-storey rear extension, a first-floor rear extension above the existing ground floor footprint, and loft conversion incorporating a rear hip-to-gable roof alteration and installation of two rooflights.	Application Permitted	No objection subject to the Listed Building's Officer being content with the design and materials.
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Agenda Item 11 (i)

Maldon Road (ideally between Blackman Way & the pedestrian crossing)

Rickstones Road (several locations)

What3word

///intrigues.releasing.audibly (near a pedestrian crossing)

///trailing.otherwise.probably (well used crossing point for school)

///beauty.shock.gain (excess speeds to & from Rivenhall)

Cypress Road (just need to be careful it doesn't set a precedent as a challenge to get highest speed)

Collingwood Road (extra road width seems to encourage drivers) I normally set up near to Nicholas Court

Spinks Lane (near pedestrian crossing)

Howbridge Road (2 places)

///mush.resorting.renewals

///famines.diplomat.astounded

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Agenda Item 12

Public notice

Proposed Implementation of a Pedestrian Crossing (Puffin) on B1389 Hatfield Road, Witham, Braintree.

Notice is hereby given that under Section 23 of the Road Traffic Regulation Act 1984 (as amended) the Essex County Council proposes to Implement the following Puffin Pedestrian Crossing, on B1389 Hatfield Road, Witham, in the District of Braintree.

Effect of the Proposal: Implementation of a Pedestrian Crossing (Puffin)

Location of the crossing centre line	On Hatfield Road (B1389), approximately 34 metres south west of the centre of Augustus Way.
Width between give way lines:	Approximately 10 metres between stop lines
Length of zigzags	Approximately 22 metres either side of the crossing.

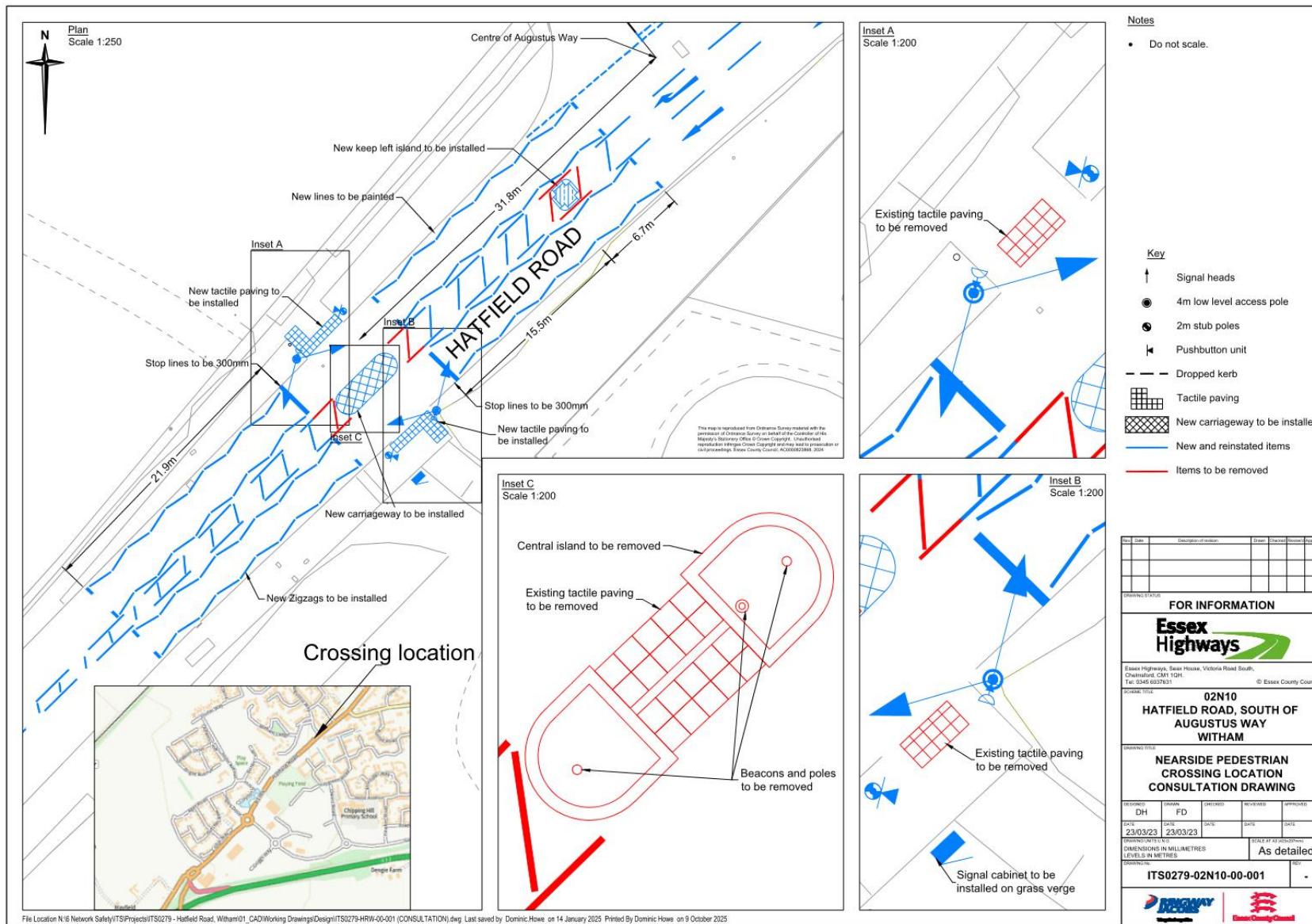
Further details: All associated documents for the proposed scheme are available on the Essex Highways website: www.essexhighways.org/Traffic-Regulation-Orders If you need to view a hard copy of these documents, please call (or text) 07761758317 to arrange a suitable time to inspect the documents quoting the below reference number. Documents can be made available for inspection 8.30am-5.30pm Mon-Thurs and 8.30am-5pm on Friday at Essex County Council, County Hall E block main reception, Market Road, Chelmsford. Alternatively, documents can be posted to you upon request.

Objections: Anyone who wishes to make representation to the proposed scheme should send the grounds for their comments via e-mail to TrafficRegulation.Order@essexhighways.org quoting **TRAF/8719** by 15 January 2025

Dated: 18 December 2025

County Hall,
Chelmsford

Essex County Council
Network Assurance



Agenda Item 13

**MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLAN STEERING GROUP AT
WITHAM TOWN COUNCIL HELD 23rd OCTOBER 2025 AT 3 P.M.**

Members Present:	Councillors P. Barlow and L. Headley,
Co-optees:	J. Goodman (JG), M. Lager (ML) and J. Palombi (JP) (Witham & Countryside Society), R Williams (RW)
Officers:	N. Smith (Town Clerk)
Apologies:	Councillor Playle, Fleet and J C Coleman
Also in Attendance:	Councillor P Heath
Staff:	Jackie Brown (PA to the Council)

1. APPOINTMENT OF CHAIRMAN

It was **AGREED** that Councillor Phil Barlow be elected as Chairman of the Neighbourhood Plan Steering Group.

2. APPOINTMENT OF VICE-CHAIRMAN

It was **AGREED** that Councillor Leonora Headley be elected as Vice-Chairman of the Neighbourhood Plan Steering Group.

3. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Playle, Fleet and Coleman.

4. INTERESTS

No interests were declared.

5. MINUTES

John Palombi [JP] advised he was late to the last meeting, which was not minuted. With this amendment, the minutes of the previous meeting of the Neighbourhood Plan Steering Group held on 16th April 2024 were noted.

6. WITHAM NEIGHBOURHOOD PLAN REGULATION 14

The Clerk introduced the Regulation 14 document, which had been circulated prior to the meeting with track changes for members to comment upon. The following points were made-

Item 2.2.1 – History and Settlement Pattern

It was suggested that this paragraph was confusing and didn't make sense. JP offered to amend and put it into a more chronological order.

Page 13

It was stated that this picture was out of date and should be replaced with something more recent. It was stated that all pictures needed better references and better links.

Page 53 – Transport Routes in Witham

It was suggested that the title should be changed to reflect transport routes for residents. Given that the Census was undertaken in the middle of Covid, it was felt that it did not reflect a true representation of the modes of transport that the residents of Witham used. It was felt that 'underground, metro, light railway and other method of travel to work' was not accurate and that there was the possibility of combining some methods.

It was suggested that more emphasis should be put on the station and the ability to get to London. Better charging facilities along with wider bays are required for those driving to the station with secure storage for bikes which would help with the promotion of safe cycling to the station.

Page 21 – Heritage Assets

Colne House was not listed. The Local Heritage List needed to be updated and Braintree District Council should be pushed with regard to planning guidance and Members should review the list.

Page 24 – National Environment and Landscape Character

Item 2.8.2 mentions a 'buffer' but where is this?

Page 15 – Item 2.2 History and Settlement

It was discussed that at Item 2.2.1, this should be Item 2.2.2 and subsequent numbers changed.

Page 48 – Item 5.4-1

It was noted that there were three comments on this but the third one was blank and should be removed.

It was discussed that several members were pleased that comments had been taken on board with regard to using modern material in Conservation areas (not listed buildings), and that this also needed to be mentioned in the Regulation 14 document.

Members stated that there should be a policy in place advising on materials and restrictions. Signage should be within conservation rules as a general principle. The group as a whole should be preserving conservation areas as much as possible.

Item 2.5 – Services, Facilities and Community Assets

2.5.4 – Library should have a capital L. The new centre at Maltings should be added here as an asset to the community in the coming years.

Item 2.11 – Local Planning Policy Context

Under sub item 2.11.4 it was discussed that GEML, should be given its full title Great Eastern Main Line.

Page 34 – Item 4.1 H1: Location of Growth

It was discussed that most of these sites have already been completed.

Members stated that the housing needs of Witham needed to be considered further, particularly the accommodation needs of the younger generation.

Details of the call for sites from the Planning and Transport Committee could be included once approved. Witham Town Council should put in areas that can be used with more

of a vision that just building on the edge so as not to strangle the town centre with traffic. Adequate links to the town should be promoted and be included in the details.

Page 38

It was pointed out that the green buffer zone is in Rivenhall. It should be there for information purposes but should not be part of this policy document.

Biodiversity

It was discussed by the members that the council should be strong in preserving the biodiversity of Witham. Where trees and hedgerows are removed they should be replaced in situ or around the town with a 10 year guarantee that if they fail to flourish within this period they are to be replaced. The other option would be a financial reimbursement.

7. Next Steps

The clerk advised that a budget of £20,000 has been earmarked for the rest of the Neighbourhood Plan.

It was discussed that there should be production of promotional material in terms of posters and flyers. It should be member led with each member canvassing their particular wards.

Members discussed the use of electronic responses due to age demographics. It was advised that they believed the majority of the public would respond and this would be where Developers were more likely to comment.

Members discussed a possible timeline with commencement in January 2026.

Copies of Witham Neighbourhood Plan Regulation would need to be made available to the public.

3 x copies for the library
1 x copy for the Heritage Centre
1 x copy on the website.

It was suggested that it could be beneficial to hold an awareness raising seminar in the Public Hall.

Surrounding Parishes and Districts would also require copies along with utility companies.

It was decided to recommend to the Planning and Transport Committee that the Clerk commence with making the requested changes and publishing the Regulation 14 document.

There being nothing further to discuss, the meeting was closed at 4.23pm.

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