



PLEASE NOTE LATER START TIME OF 6.45 P.M.

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

AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Monday, 5th October 2026** Time: **6.45 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 -

P.	Barlow	(Chair)	L.	Headley
J.	Robertson	(Vice Chair)	R.	Playle
E.	Adelaja		R.	Ramage
J.M.	Coleman		E.	Williams

Nikki Smith
Town Clerk
GK/JB/30.9.2026

1. APOLOGIES

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Planning & Transport Committee held 21st September 2026 (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. REVISED PLANS

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

9. DECISIONS

To receive and note decisions on planning applications pertaining to Witham which have been received from Braintree District Council ([attached](#) at page 8).

10. WOODEND FARM ALLOTMENTS

To receive an email regarding the Woodend Farm Allotments ([attached](#) at page 9).

11. LOCAL PLAN REVIEW

To receive an email from Braintree District Council regarding the Regulation 19 Consultation which runs until 6th November 2026 concerning the legal compliance and soundness of the Local Plan ([attached](#) at page 10).

12. SCHOOL TRANSPORT

To receive an email about school transport ([attached](#) at page 13).

13. PUBLIC NOTICE

To receive a Public Notice with regard to Disabled Parking Spaces ([attached](#) at page 14).

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
26/02138/HH	35 Speedwell Close, Witham, Essex	West	Proposed single storey rear 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.

26/02158/TPOCON	9 The Avenue, Witham, Essex	Central	Notice of intent to carry out works to trees in a Conservation Area: T1 - to fell, Reason: too large for the space and the roots are causing the paving to lift
26/02194/FUL	80 Newland Street, Witham, Essex	Central	Replacement of windows and door
26/02146/FUL	2 Maldon Road, Witham, Essex	Central	Proposed two-storey rear extension, internal reconfiguration and associated alterations to side and rear fenestration

Witham Town Council – Planning Application Report

Application No:- 26/02158/TPOCON

Address:- 9 The Avenue, Witham, Essex

Ward:- Central

Proposal:- Notice of intent to carry out works to trees in a Conservation Area: T1 - to fell, Reason: too large for the space and the roots are causing the paving to lift

Relevant Site History:-

Representations:-

Summary:- The applicant states that the tree has grown from a sapling and become too large for the space and causing the paving to lift in the front garden.

Recommendation:- The tree is in a crowded clump of planting . All the plants would benefit from the tree being removed but the Tree Warden has been asked to advise.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 26/02194/FUL

Address:- 80 Newland Street, Witham, Essex

Ward:- Central

Proposal:- Replacement of windows and door

Relevant Site History:-

Representations:-

Summary:- This is the Barbers next door to Richards Undertakers. The timber framed windows have decayed and are now beyond repair. All the front windows are single glazed sash windows and it is proposed to replace with double glazed white painted timber framed sash windows. It is proposed that the windows to the rear and flank of the property will be replaced with white framed UPVc windows

Recommendation:- This building is in the Conservation Area but not a Listed Building. The four windows at the front are to be replaced like for like but with double glazed timber framed whereas all the other windows to the flank and rear will be UPVc. The rear windows will not be seen from the conservation area and the small flank windows and door on the flank wall are not obvious. On balance I would recommend no objection subject to the advice of the Listed Buildings Officer.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 26/02146/FUL

Address:- 2 Maldon Road, Witham, Essex

Ward:- Central

Proposal:- Proposed two-storey rear extension, internal reconfiguration and associated alterations to side and rear fenestration

Relevant Site History:- 21/01542/FUL- this application included alterations to the front of the building. The Town Council were unhappy with the proposed alterations to the front of the building which were not acceptable in the Conservation Area.

Representations:-

Summary:- The proposal is for a two storey extension to the rear of the dental practice. On the ground floor a WC, staff room and hygienist room will be created and on the first floor a waiting area, store and another treatment room. The extension at its maximum will be 8.6m in depth and 4m wide.

Recommendation:- This property is in the Conservation Area. There had been a previous application in 2021 for a rear extension and alterations to the front of the building which was granted. The permission has now lapsed and a new application just for the rear extension is now sought. Would recommend no objection subject to the Listed Buildings Officer being satisfied with materials.

Policy References:-

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Agenda Item 9

Application & Address	Proposal	BDC Decision	WTC Decision
26/01776/HH - 76 Epping Way Witham Essex CM8 1NQ	Single storey rear extension.	Application Granted	No Objection
26/01916/FUL - Unit 2 And 3 Griggs Way Witham Essex CM8 1ZR	Installation of external seating to pavement area outside of unit.	Application Granted	No Objection
26/01262/HH - 91-93 Braintree Road Witham Essex CM8 2BY	Proposed shared dropped kerb and vehicular crossover to allow vehicle access to front parking areas of the properties.	Application Granted	No Objection
26/01592/HH - Cyruss The Avenue Witham Essex CM8 2DJ	Proposed two-storey side extension with first-floor rear extension over existing ground-floor extension.	Application Granted	No Objection

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Agenda Item 10

Good afternoon,

Following our meeting back in the Spring to discuss the future allotments at our Wood End Farm site, I wanted to share with the Town Council our draft proposal for this area. We have incorporated the feedback given, including the need for smaller plots, numerous water standpipes, a single shared shed, bike stands, picnic benches, notice boards and weldmesh fencing around the boundary with gates for security.

Before this plan is formally submitted to the District Council, I would welcome the feedback of the Town Council on this draft proposal.

Hope to hear from you soon.

Kind Regards,

Michael Ward BSc(Hons) MSc MRTPI

Planning Manager

Vistry Eastern Counties

Countryside House | The Drive | Brentwood

Essex | CM13 3AT | 01277 260000

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Agenda Item 11

Dear Parish and Town Clerks,

Thank you to everyone who has contributed to the Braintree District Local Plan review.

Following approval by Full Council on 21 September 2026, the Submission Draft Local Plan (Regulation 19) consultation is now live. The consultation runs until **5pm on Friday 6 November 2026** and provides the final opportunity for residents, businesses, community groups and stakeholders to comment before the plan is submitted for independent examination by the Planning Inspectorate.

This consultation stage is different to previous, which is inviting comments on the 'legal compliance' and 'soundness' of the Local Plan and supporting documents.

How to view the plan and submit comments

View the Submission Draft Local Plan and supporting documents and submit comments online via www.braintree.gov.uk/localplanreg19.

- Guidance on how to make a representation is available on the website.
- Hard copies of the plan and paper response forms are available at district libraries and at Causeway House during normal opening hours.
- Paper responses can be returned by post to: Planning Policy, Causeway House, Bocking End, Braintree, Essex CM7 9HB or email to planningpolicy@braintree.gov.uk.
- A series of in-person drop-in events are planned during October, as well as an online webinar for those unable to attend in-person. People will need to register to attend the webinar and submit questions beforehand, and details of these events can be found on our website: www.braintree.gov.uk/localplan2043.

We recognise that the Local Plan is an important topic for communities across the district. To help answer questions and support conversations locally, we have included some key messages below:

The Local Plan is more than just housing. It identifies the future of the district's employment spaces and job creation, green spaces, nature recovery, community facilities, road improvements and much more. It's also about protecting our district from development that's not right for the Braintree district.

Once the final plan is adopted, it will allocate land for development in the Braintree district over a 15 year period. This is why it's important for residents, businesses, communities and all interested parties to have their say, engage with the proposed plan and share ideas for shaping the district's future.

Housing target

The council does not set the number of homes it is required to plan for. Housing targets are set by central government through the national planning system which are mandatory, not

optional. For the Braintree district, the plan proposes to allocate land to deliver at least 19,261 homes between 2026 and 2043, equivalent to around 1,133 homes per year.

While the council does not set the number of homes it is required to plan for, it does have a responsibility to plan for them. An up-to-date Local Plan gives us greater influence over where development takes place and helps secure the infrastructure communities need alongside growth.

Much of this growth will come from existing planned sites. We have identified sites that will deliver further homes by 2043 to meet the needs and provide a buffer to ensure the target is met.

There is demand for housing across the country and in our district. Having a Local Plan can help us improve the level of housing supply to reduce waiting times for people on the housing register.

Without an up-to-date Local Plan, planning decisions are more likely to be determined against national planning policy rather than locally agreed policies. This can reduce the council's ability to influence where development takes place and make it harder to secure infrastructure alongside growth.

Over 300 sites were submitted to the council for consideration, which would be able to provide over 100,000 new homes. There are 50 site allocations in this Submission Draft Local Plan - 10 are strategic growth locations and 40 are non-strategic locations including brownfield sites in urban areas that can contribute to regeneration.

Evidence base

The Local Plan is supported by a comprehensive evidence base covering housing, employment, transport, infrastructure, climate change, the natural environment, town centres, health, education and heritage.

These studies help ensure that policies are based on robust evidence and that planned growth is realistic and deliverable.

All evidence documents are available on the consultation portal.

Infrastructure

The Local Plan seeks to ensure that homes, jobs and infrastructure are planned together.

It identifies the infrastructure needed to support growth, including transport improvements, schools, healthcare facilities, utilities, green spaces and community facilities.

What happens next

All comments received at Regulation 19 stage will be passed directly to the Planning Inspectorate who will then consider whether any changes are needed, along with the updated Braintree District Local Plan (Regulation 19) and supporting documents for examination. This will take the form of public examination hearings, led by Government-appointed Planning Inspector/s.

If they recommend changes to be made, known as main modifications, we will consult on those modifications where all feedback received will be passed directly to the inspector, who

will consider it carefully before reaching their final conclusion on whether the Local Plan is 'sound' and produce a written report outlining their final recommendations.

Materials and assets

We would be grateful for your support in helping raise awareness of the consultation within your communities and through your own communication channels.

A range of promotional materials, including social media assets, FAQ document, posters and a summary booklet are available to download at:

<https://braintree-district-council.sharepoint.com/:f/s/ExternalSharing/IgAlnPjpx1GSS4KKXtaceQXtAcqFSM24oKF1xZy4JGWPuK>

If you have any problems accessing these assets, please e-mail marketing@braintree.gov.uk.

If you would like us to print any copies and send them to you, please email planningpolicy@braintree.gov.uk.

Other resources

We have a suite of resources available on our website to support residents:

- Frequently Asked Questions
- Local Plan summary booklet updated for Regulation 19
- Guidance on how to write a representation

Thank you for your continued engagement with the Local Plan process. Should you have any questions, please do not hesitate to contact me.

Kind Regards,

Sarah Ashton MRTPI

Head of Planning

Braintree District Council | Causeway House, Bocking End, Braintree, CM7 9HB

(01376 332310 | 07889 164167

www.braintree.gov.uk | * sarah.ashton@braintree.gov.uk

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Agenda Item 12

Subject: Request for parish council support - Central Connect 812 and 813 Honywood school buses

Dear Clerk and Councillors,

I am writing as a local parent to raise urgent concerns regarding Central Connect's Honywood school bus routes: the 812 (Witham-Kelvedon-Feering-Coggeshall) and 813 (Kelvedon-Chappel-Coggeshall).

Due to capacity issues on the 812, Central Connect has moved several Essex County Council (ECC)-entitled pupils onto an extended 813 route. This change has significantly impacted families:

- Excessive Travel Times: For Feering and Kelvedon pupils, the direct 812 route took 17–18 minutes. The revised 813 route schedules travel at 62–64 minutes for a journey of only a few miles, exceeding Central Connect's own stated maximum journey time of 55 minutes.
- Unreliability: On just the second day of this new arrangement, the 813 driver missed scheduled stops and had to backtrack, delaying all pupils on board by roughly 30 minutes.
- Lack of Capacity: Central Connect previously stated in February that a larger double-decker bus would be allocated to the 812. They now cite costs for not adding capacity, noting that these are open commercial routes rather than dedicated school transport requiring guaranteed seating for every child.

I have submitted a formal complaint and appeal to Essex County Council. I respectfully ask the Parish Council to support local families by:

1. Raising this matter urgently with ECC Passenger Transport.
2. Requesting that ECC review capacity, reliability, safety, and actual travel times on both routes.
3. Seeking clarification on how capacity is protected for ECC-entitled pupils on commercial routes.
4. Urging ECC and Central Connect to implement a sustainable solution rather than diverting pupils onto an excessively long and unreliable service.

Please consider placing this issue on the agenda for the next council meeting or confirming what steps the council can take on behalf of affected residents.

I am happy to provide supporting documentation, including previous correspondence from Central Connect, current timetables, and a supporting letter from the Headteacher.

Kind regards,

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Public notice

The Essex County Council (Braintree District) (Prohibition Of Waiting, Loading And Stopping) and (On-Street Parking Places) (Civil Enforcement Area) (Amendment No.50) Order 202*

Notice is hereby given that the Essex County Council proposes to make the above Order under Sections 1(1), 2(1) to (3), 3(2), 4(1), 4(2), 32(1), 35(1), 45, 46, 49, 53 and Parts III and IV of Schedule 9 of the Road Traffic Regulation Act 1984 (as amended).

Effect of the order:

1. **To Revoke:** Disabled Badge Holders Only and **To implement:** 'Resident Permit Holders Only 3'

Road Name	Description
Manor Street, Braintree	North side: From a point approximately 3 metres west of the boundary of 33 and 35 Manor Street, west for approximately 6 metres
Manor Street, Braintree	South side: From the eastern boundary of 74 Manor Street, west for approximately 6 metres

2. **To Revoke:** Disabled Badge Holders Only and **To implement:** 'No Waiting Mon-Fri 11.30am - 12.30pm'

Road Name	Description
Homefield Road, Witham	North side: From a point approximately 2 metres east of the western boundary of 13 Homefield Road, west for approximately 5 metres
Homefield Road, Witham	North side: From a point in line with the boundary of 17 and 19 Homefield Road, east for approximately 13 metres. (2 bays)

3. **To Revoke:** Disabled Badge Holders Only and **To implement:** 'Resident Permit Holders Only RR1'

Road Name	Description
Rayne Road, Braintree	South side: From the eastern boundary of 251 Rayne Road, west for approximately 5 metres.

4. **To Revoke:** Disabled Badge Holders Only

Road Name	Description
George Road, Braintree	East side: From the boundary of 14 and 16 George Road, north for approximately 7 metres.
Fal Drive, Witham	East side: From a point approximately 6 metres east of the east wall of 4 Fal Drive, east for approximately 3 metres (Middle Bay)

5. **To Upgrade (from Advisory to Enforceable)** Disabled Badge Holders Only

Road Name	Description
Coldnailhurst Avenue, Braintree	East side: From a point approximately 8 metres north east of the shared property boundary of No's 2 and 4 Coldnailhurst Avenue, north east for approximately 2.5 metres
Honeysuckle Way, Witham	North side: From a point approximately 18 metres west of a point in line with the front wall of the house 93 Honeysuckle Way west for approximately 5 metres

This Order will be incorporated into 'The Essex County Council (Braintree District) (Prohibition of Waiting, Loading and Stopping) and (On-Street Parking Places) (Civil Enforcement Area) Consolidation Order 2019' and the substituting map tiles:

TL745 230 Revision 2 to Revision 3	TL760 230 Revision 1 to revision 2
TL745 227 Revision 0 to Revision 1	TL805 155 Revision 0 to Revision 1
TL750 235 Revision 0 to Revision 1	TL805 137 Revision 0 to Revision 1
TL755 230 Revision 5 to Revision 6	TL820 155 Revision 1 to Revision 2