



Please note change of day to Tuesday

Witham
town council

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

AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Tuesday, 11th August 2026** Time: **6.30 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

A handwritten signature in blue ink, appearing to read 'Nikki Smith'.

Nikki Smith
Town Clerk
GK/JB/6.8.2026

1. APOLOGIES

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Planning & Transport Committee held 27th July 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 14).

10. TACKLING SPEEDING IN WITHAM/20s PLENTY

To receive a verbal report regarding tackling speeding in Witham/20s Plenty.

11. BUS SERVICE 40

To receive a response from Essex County Council ([attached](#) at page 16).

12. UK FISH BAR

To note that following the visit from Planning Enforcement, UK Fish Bar has disconnected the electricity to the hanging sign.

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
26/01555/HH	20 Duncombe Close, Witham, Essex	South	Installation of two garage doors to the front of existing car ports
26/01624/HH	27 Benton Close, Witham, Essex	South	Demolish existing rear lean to structure and replace with new single storey rear extension with flat roof
26/01776/HH	76 Epping Way, Witham, Essex	Hatfield	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.

APPLICATION_NO	ADDRESS	WARD	PROPOSAL
26/01317/FUL	50-56, 50A, 52A, 54A Dorothy Sayers Drive & 2-10, 4A, 6A, 8A, 10A Laburnum Way, Witham, Essex	North	Proposed alterations to exterior of both buildings
26/01658/TPOCON	2 Scotfield Mews, Witham, Essex	Central	Notice of intent to carry out works to trees in a Conservation Area
26/01674/ADV	Land Opposite, The Old Pottery Kiln, Gershwin Boulevard	South	Signage to include: 1No. Neon Hanging Sign, 12No. Window Manifestations, 1No. Digital EGP, 1No. Neon Bucket Portal, 2No. Entrance Vinyls, 2No. Opening Hours Vinyls, 2No. Colonel & KFC Bucket, 1No. Projecting Sign, 1No. Feather Vinyl, 2No. White KFC Letters, 1No. Large Chicken Vinyl, 1No. KFC Lightbox, 4No. Fascia Signs with Lighting Troughs and 2No. Totem Sign Panels
26/01726/TPOCON	Old Magistrates Court, Witham	Central	Notice of intent to carry out works to trees protected by The Conservation Area
26/01748/TPOCON	Park View, Kings Chase, Witham	Central	Notice of intent to carry out works to trees in a Conservation Area
26/01791/TPOCON	37 Collingwood Road, Witham, Essex	Central	Notice of intent to carry out works to trees in a Conservation Area

APPLICATION_NO	ADDRESS	WARD	PROPOSAL
26/01774/HH & 26/01775/LBC	Roslyn House , 16 Newland Street, Witham	Central	Refurbishment and replacement of existing single glazed sash windows on the south east elevation, replacement of all modern single glazed timber dormer windows with timber slim double glazed windows, replacement of modern single glazed sash and casement windows on the south west, north east and north west elevations with slim double glazed sash and casement windows. Demolition of modern garden wall and construction of three new brick walls and demolition of late C20th conservatory on south east elevation
26/01654/HH	Meadowview , 92A Maldon Road, Witham	South	Proposed formation of a new vehicle access, dropped kerb, permeable driveway and associated hard and soft landscaping works

Witham Town Council – Planning Application Report

Application No:- 26/01317/FUL

Address:- 50-56, 50A, 52A, 54A Dorothy Sayers Drive & 2-10, 4A, 6A, 8A, 10A Laburnum Way, Witham, Essex

Ward:- North

Proposal:- Proposed alterations to exterior of both buildings

Relevant Site History:- We have received notification that an application has been made to ascertain whether Prior Approval is required for the following change of use applications for 50 - 52 and 54 - 56 Dorothy Sayers; 2, 4, 6 and 10 Laburnum Way from commercial, business and service to dwelling houses.

Representations:- One comment that addresses 2 - 10 is inaccurate as odd numbers are the houses opposite

Summary:- The proposal is to renovate two buildings on the corner of Dorothy Sayers Drive and Laburnum Way. It is proposed that the empty shops be converted into twenty studios flats. Existing shop fronts and shutters will be removed and replaced by new UPVC doors and windows as well as brick masonry to match existing. The residential accommodation on the first floors are not affected.

Recommendation:- This area was earmarked as a comprehensive redevelopment area and as such plans had been approved but are now extant. The current owner of the site has decided to renovate these derelict and badly vandalised buildings to make them habitable accommodation. Neighbouring residents will be disappointed that the hoped for redevelopment will not happen and that the promised shops and facilities would no longer be provided. There is concern that after such a long time being empty a complete overhaul of all the utilities and structure need to be considered. I have been in touch with BDC Planning and whilst the application is purely changes to the elevation they would be happy to receive our concerns regarding loss of facilities for residents, plans to convert derelict buildings that have been subject to serious vandalism and that the promised redevelopment of the site would not be taking place. Recommend refusal.

Policy References:- LPP28 - Comprehensive Redevelopment Area - Rickstones Neighbourhood Centre, Witham

Witham Town Council – Planning Application Report

Application No:- 26/01658/TPOCON

Address:- 2 Scotfield Mews, Witham, Essex

Ward:- Central

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

Relevant Site History:-

Representations:-

Summary:- 1 No. silver birch - reduce by up to 3m and reshape for general maintenance

Recommendation:- The Tree Warden has confirmed that this work is acceptable and therefore recommend no objection subject to the advice of the District Council's Landscape Officer.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 26/01674/ADV

Address:- Land Opposite, The Old Pottery Kiln, Gershwin Boulevard

Ward:- South

Proposal:- Signage to include: 1No. Neon Hanging Sign, 12No. Window Manifestations, 1No. Digital EGP, 1No. Neon Bucket Portal, 2No. Entrance Vinyls, 2No. Opening Hours Vinyls, 2No. Colonel & KFC Bucket, 1No. Projecting Sign, 1No. Feather Vinyl, 2No. White KFC Letters, 1No. Large Chicken Vinyl, 1No. KFC Lightbox, 4No. Fascia Signs with Lighting Troughs and 2No. Totem Sign Panels

Relevant Site History:-

Representations:-

Summary:- This is for signage at the new KFC opposite the Saxon Arms. There will be the usual proliferation of signs which is normal for this type of fast food complex. There will be a hanging, neon illuminated 'bucket' sign on the corner of the premises, there will be two rows of vinyl strips of red and white buckets applied to the inside of the windows, there will be an exterior feather graphic to glazing to the front elevation, a chicken external graphic on the side elevation, there is a 'Hello Witham' internally illuminated sign in the front window, two opening hour signs on the entrance doors, large KFC internally illuminated signs on front and side fascia, 'come on in' signs above the door and a neon bucket portal around the front door

Recommendation:- This is usual signage and whilst excessive in my opinion, would suggest no objection subject to the proviso that all illuminated signs are turned off when the premises are closed.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 26/01726/TPOCON

Address:- Old Magistrates Court, Witham

Ward:- Central

Proposal:- Notice of intent to carry out works to trees protected by The Conservation Area

Relevant Site History:-

Representations:-

Summary:- 1 Silver Maple (M1) next to the boundary wall in the car-park to be felled; stump to remain and to be treated to prevent re-growth. 1 Himalayan Birch (H) close to the boundary wall to the rear of the car-park to be crown lifted (removal of lower branches) up to 2m all the way round to provide adequate clearance over the car-park area. Remaining crown to then be reduced by 0.5-1m (leaving a flowing branch line where possible). 1 Red Oak (O) in the centre of the car-park to be crown lifted (removal of lower branches) by up to 4m and remaining crown reduced by 1-1.5m (leaving a flowing branch line where possible).

Recommendation:- The Town Council would not want trees to be felled without good reason. I have asked the Tree Warden for advice. The other works seem reasonable. All recommendations would be subject to the advice of the District Council's Landscape Officer and if the felling of the tree was allowed a suitable replacement should be planted.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 26/01748/TPOCON

Address:- Park View, Kings Chase, Witham

Ward:- Central

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

Relevant Site History:-

Representations:-

Summary:- T1 ash tree to have 2 metres taken off laterals, T2 beech tree to have 2 metres taken off laterals, T3 field maple tree to have 2 metres taken off laterals, T4 cherry tree to be have 2 metres taken off laterals, T5 maple to have 3 metres all round reduction.

Recommendation:- This application is for general maintenance to the trees, although the amount to be removed might be considered excessive. The Tree Warden has been asked to advise.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 26/01791/TPOCON

Address:- 37 Collingwood Road, Witham, Essex

Ward:- Central

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

Relevant Site History:-

Representations:-

Summary:- T6 - Removal of mature Yew bush/tree, approx. 3 meters high and 2 meters wide with a 10cm trunk at 1.5m

Recommendation:- The applicant has asked for consent to remove the yew hedge in the garden. The arboricultural report has said that the yew is in good condition and the preliminary management recommendation is to trim as a ball. The Tree Warden has advised recommend refusal of the removal of the yew which should be trimmed into a ball as suggested by the arboriculturist.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 26/01774/HH & 26/01775/LBC

Address:- Roslyn House , 16 Newland Street, Witham

Ward:- Central

Proposal:- Refurbishment and replacement of existing single glazed sash windows on the south east elevation, replacement of all modern single glazed timber dormer windows with timber slim double glazed windows, replacement of modern single glazed sash and casement windows on the south west, north east and north west elevations with slim double glazed sash and casement windows. Demolition of modern garden wall and construction of three new brick walls and demolition of late C20th conservatory on south east elevation

Relevant Site History:-

Representations:-

Summary:- Refurbishment and replacement of existing single glazed sash windows on the south east elevation, replacement of all modern single glazed timber dormer windows with timber slim double glazed windows, replacement of modern single glazed sash and casement windows on the south west, north east and north west elevations with slim double glazed sash and casement windows. Demolition of modern garden wall and construction of three new brick walls and demolition of late C20th conservatory on south east elevation.

Recommendation:- The applicant has asked for consent to replace the existing single glazed timber dormer, casement and sash windows with slimline double glazed units. Whilst we agree with this, the demolition of the conservatory would severely impact on the street scene in a conservation area. We would suggest no objection to the replacement of the windows, no objection to the replacement of the walls albeit there could be issues with the garden gate entrance onto Whitehall Court. Finally recommend refusal of the demolition of the conservatory which would severely impact the street scene in a conservation area.

Policy References:- LPP57

Witham Town Council – Planning Application Report

Application No:- 26/01654/HH

Address:- Meadowview , 92A Maldon Road, Witham

Ward:- South

Proposal:- Proposed formation of a new vehicle access, dropped kerb, permeable driveway and associated hard and soft landscaping works

Relevant Site History:-

Representations:-

Summary:- The proposal will create an access and manoeuvring space for one vehicle be able to park. The proposed driveway allows a vehicle to manoeuvre wholly within the site before leaving in a forward gear, significantly reducing the need for reversing onto the highway. The existing hawthorn hedge along the front boundary either side of the pedestrian gate is proposed to be removed in its entirety and replaced with an enhanced landscape scheme.

Recommendation:- This application is deemed to be of a sensible solution to enable parking in front of the house who currently have no nearby parking facilities. It will also enhance the street scene to the property and the road it is located on. Would recommend no objection.

Policy References:-

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Agenda Item 9

Application & Address	Proposal	BDC Decision	WTC Decision
26/01202/HH - 18 Stevens Road Witham Essex CM8 1NB	Partial demolition of existing garage; erection of a new hipped roof; construction of a porch with pitched roof; and internal alterations	Application Permitted	No Objection
26/01400/TPOCON - 1 Guithavon Street, Witham, Essex	Notice of intent to carry out works to trees in a Conservation Area - Re-pollard of 5 Lime trees - approx 2-3m to be reduced.	No Objections Raised	No Objection
26/01359/TPOCON - Moorfield Court Newland Street Witham Essex CM8 1AE	Notice of intent to carry out works to trees in a Conservation Area: T1 Magnolia - 0.5m crown reduction and formative prune T2 Rowan - 0.5m crown reduction and formative prune	No Objections Raised	No Objection
26/01337/LBC - The Battesford Court 100 Newland Street Witham Essex CM8 1AH	Proposed ground floor structural steelwork frame to support first floor toilet floor structure.	Application Withdrawn	No Objection
26/01275/ADV - The Simarco Stadium Spa Road Witham Essex CM8 1UN	Advertising hoarding	Application Granted	No Objection

Application & Address	Proposal	BDC Decision	WTC Decision
26/01227/FUL - 42 -74 Calamint Road Witham Essex CM8 2XU	Replacement roof coverings, gutters, fascias, soffits along with cyclical decorations, walkway coverings & entrance doors to allow for wheelchair access. Replacement boarding to elevations & pv roof panels.	Application Granted	No Objection
26/01213/TPOCON - 4 Barnfield Place Newland Street Witham Essex CM8 1QS	Notice of intent to carry out works to trees in a Conservation Area: AEEG001 - Buddleia hedgerow - Crown lift to 2.4m over car park. AEET001 - Wild cherry - Crown Lift to 2.4m over carpark, reduce back from streetlight by up to 2m. AEET002 - Rowan - Sever and strip ivy upto 1.5m. AEET004 - Rowan - Crown lift to 2.4m over footpath.	No Objections Raised	No Objection
26/01207/FUL - 1-31 Foxglove Close Witham Essex CM8 2XN	Replacement roof coverings, gutters and fascias/soffits along with cyclical decorations. Walkway coverings and external door regrading to allow for wheelchair access. Replacement boarding to elevations and new PV panels to roof areas.	Application Granted	No Objection

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Agenda Item 11

Thank you for your letter of 29 July regarding the enhanced Number 40 bus service in Witham.

I appreciate the disappointment felt by residents and Members following the postponement of the planned service enhancements, particularly given the benefits the revised route will bring to the town.

Unfortunately, during the final stages of the procurement process, an issue was identified which prevented the enhanced service from commencing on 26 July as originally planned. Whilst I regret the delay, it was necessary to resolve this matter to ensure the procurement process was completed correctly.

Once the issue was identified, officers worked closely with the operator to ensure that the existing Number 40 service continued to operate while the matter was resolved, avoiding any interruption to current journeys.

The delay does not affect the County Council's commitment to introducing the enhanced service. We currently expect the revised service to commence in September and are working with the operator to complete the necessary arrangements. Information regarding the revised start date will be shared with stakeholders as soon as it is finalised.

Thank you for bringing these concerns to my attention.

Regards

Transport Officer
Local Bus Network & Community Engagement
Integrated Passenger Transport Unit

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