

Please note later start time of 7 p.m.



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

AGENDA

Meeting of: **Planning & Transport Committee**

Date: **10th November 2025** Time: **7.00 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
JB 05.11.2025

1. APOLOGIES

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Planning & Transport Committee held 28th October 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. 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 9).

10. TACKLING SPEEDING IN WITHAM/20s PLENTY

To receive a verbal report regarding the progress of the Speed Indicator Device.

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
25/02424/HH	10 Cromwell Way, 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.

25/02398/TPO	Cedar House , 21A Collingwood Road, Witham	Central	Notice of intent to carry out works to trees protected by Tree Preservation Order T1 - Cedrus libani (XL tree): reduce the crown by 2m in height and 2m laterally.
25/02369/HH	28 Braintree Road, Witham, Essex	North	Proposed two-storey side extension and single-storey front porch
25/02313/HH & 25/02314/LBC	16 Chipping Hill, Witham, Essex	North	Proposed part repair and replacement of front boundary wall
25/02465/HH	30 Collingwood Road, Witham, Essex		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

Witham Town Council – Planning Application Report

Application No:- 25/02398/TPO

Address:- Cedar House , 21A Collingwood Road, Witham

Ward:- Central

Proposal:- Notice of intent to carry out works to trees protected by Tree Preservation Order T1 -Cedrus libani (XL tree): reduce the crown by 2m in height and 2m laterally.

Relevant Site History:-

Representations:-

Summary:- This application is seeking consent to formally reduce the crown of T1 by 2m in height. And 2m in lateral growth. Works are being applied for due to over extended lateral branches regularly snapping/failing during winds or inclement weather. The tips of lower branches are also starting to rub against service lines, and a neighbouring property's roof, located beneath the tree. All pruning will be carried out in accordance with BS3998.

Recommendation:- Having looked at the information and pictures supplied, the tree is showing signs of being lopsided. The advice of the Tree Warden had been sought and following a site visit he recommends no objection subject to the advice of the District Council's Landscape Officer.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 25/02369/HH

Address:- 28 Braintree Road, Witham, Essex

Ward:- North

Proposal:- Proposed two-storey side extension and single-storey front porch

Relevant Site History:-

Representations:-

Summary:- This is a semi detached house with a 'linked' garage as a later addition. The proposal is to erect a two storey side extension in this space, which will run the length of the house creating living space on the ground floor and bedroom with an ensuite above. There will also be a front porch.

Recommendation:- Having looked at the documentation we feel this would affect the current street scene as the house will change from being a Semi Detached to a Terraced property. This will create a run of 6 properties instead of the current 4 with immediate neighbours becoming end of terraced rather than a semi and an end of terrace becoming a mid-terraced house. In addition the extension would not be subservient to the host dwelling and would therefore recommend refusal.

Policy References:- LPP36 b, c and d

Witham Town Council – Planning Application Report

Application No:- 25/02313/HH & 25/02314/LBC

Address:- 16 Chipping Hill, Witham, Essex

Ward:- North

Proposal:- Proposed part repair and replacement of front boundary wall

Relevant Site History:-

Representations:-

Summary:- The wall has a Grade II listing. The applicant states that over the years the weather has caused damage and the repairs have been poorly carried out causing further damage to the structure. The proposal is to target the worse areas, replacing bricks and coping stones to match existing and using lime mortar.

Recommendation:- No objection to 25/02313/HH and no objection to 25/02314/LBC, subject to the advice of the Listed Building's Officer.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 25/02465/HH

Address:- 30 Collingwood Road, Witham, Essex

Ward:-

Proposal:- 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

Relevant Site History:-

Representations:-

Summary:- This is a detached house in Collingwood Road and therefore in the Conservation Area. The applicant plans to extend across the back of the house to a depth of 2m to create a large living space, on the first floor, the extension will be over the existing ground floor to create a larger bedroom and a utility room off the ensuite. The existing loft space will be increased to the back of the property and above the new extension with five new windows along the sides.

Recommendation:- Members are asked to consider this application as it is in a Conservation Area. Whilst the extension will not be seen from the road, Members might consider this proposal to be a 'piece-meal' extension giving differing rooflines however on balance would recommend no objection subject to the Listed Building's Officer being content with design and materials.

Policy References:-

Application & Address	Proposal	BDC Decision	WTC Decision	Agenda Item 9
25/02067/HH - 17 Avenue Road, Witham, Essex CM8 2DT	Conversion of garage to habitable accommodation including removal of garage door and insertion of front window and alterations to fenestrations to the single storey rear extension.	Permitted	No Objection.	
25/01432/FUL - 144 Honeysuckle Way, Witham, Essex CM8 2YD	Proposed siting of an InPost parcel locker.	Application Refused	No Objection.	
25/01198/FUL - Coral Racing Ltd, 43 Newland Street, Witham, Essex CM8 2BD	Change of use of betting shop (Sui Generis) to a takeaway (Sui Generis) with installation of an extractor flue to rear elevation.	Application Withdrawn	Raised no objection subject to the opening hours not exceeding those of other food outlets in close proximity; and that the applicant be reminded of the Local Planning Policies in relation to shop fronts in a Conservation Area.	
25/02127/ADV - Land Opposite The Old Pottery Kiln Gershwin Boulevard Witham Essex	Signage to include; 3 No. Fascia internally illuminated signs 3 No. internally illuminated booth lettering 1 No. internally illuminated digital booth screen 4 No. internally illuminated yellow soffit lights	Application Granted	No objection subject to all advertising signs only being lit during opening hours.	

[Back to Agenda](#)