

**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: **Tuesday, 9th December 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  
GK/3.12.2025

### **1. APOLOGIES**

To receive and approve apologies for absence.

### **2. MINUTES**

To receive the Minutes of the Meeting of the Planning & Transport Committee held 25th November 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.

**11. TEMPORARY CLOSURE OF FOOTPATH**

To note the temporary closure of Footpath 101 from south of Blackwater Lane to allow for resurfacing ([attached](#) at page 10).

**12. LODGE FARM ALLOTMENTS**

To receive the plans of the Lodge Farm allotments ahead of transfer to the Town Council, subject to minor amendments suggested by the Deputy Town Clerk to include the addition of an extra stand pipe, removal of communal composting bins and the erection of an entrance sign and notice board ([attached](#) at page 12).

# **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](http://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.

PART	APPLICATION_NO	ADDRESS	WARD	PROPOSAL
1	25/02622/HH	28 Highfields Road, Witham, Essex	West	Proposed single-storey side extension
1	25/02645/HH	30 Blunts Hall Road, Witham, Essex	West	Proposed front/side porch extension
1	25/02600/HH	14 Rowan Way, Witham, Essex	North	Proposed single storey side infill extension
1	25/02677/HH	6 Howbridge Road, Witham, Essex	South	Single storey rear extension with pitched roof and insertion of 3 No. rooflights

## 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](http://www.braintree.gov.uk)

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PART	APPLICATION_NO	ADDRESS	WARD	PROPOSAL
2	25/02578/VAR	6 Orchards, Witham, Essex	Central	Variation of Condition 2 (approved plans), 3 (materials) & 4 (privacy screens) of planning permission 25/01413/HH granted 20.08.2025 for: Proposed extension to existing first floor balcony. Variation would allow: alteration to the materials and the height of the approved parapet wall to be used in the construction of the balcony
2	25/02593/TPO	26B Avenue Road, Witham, Essex	Central	Notice of intent to carry out works to tree protected by Tree Preservation Order 4/83 -T1 Lime tree- pollard 5m in height and 3m laterally
2	25/02513/FUL	40 Pitt Avenue, Witham, Essex	South	Retention of change of use of existing mobile home to permanent dwelling with independent access
2	25/02661/TPOCON	26 Collingwood Road, Witham, Essex	Central	Notice of intent to carry out works to trees protected by The Conservation Area:

## Witham Town Council – Planning Application Report

**Application No:-** 25/02578/VAR

**Address:-** 6 Orchards, Witham, Essex

**Ward:-** Central

**Proposal:-** Variation of Condition 2 (approved plans), 3 (materials) & 4 (privacy screens) of planning permission 25/01413/HH granted 20.08.2025 for: Proposed extension to existing first floor balcony. Variation would allow: alteration to the materials and the height of the approved parapet wall to be used in the construction of the balcony

**Relevant Site History:-** The Planning Committee considered the application on 7th July and had no objections

**Representations:-**

**Summary:-** Members will remember this application. It is proposed to increase the height of the parapet wall around the extension to 1.1m. The approved plans were for a 1.8m opaque glass balustrade to the side of the balcony with 1.1m height at the front. With the increased height of the parapet 1m x 1m opaque panels will be used at the side. It is understood that there will be a 1m high metal railing running across the balcony to prevent users from gaining access to the front part of the balcony.

**Recommendation:-** Providing the railing is put in place to prevent balcony users from gaining access to the front of the balcony and overlooking neighbouring properties, I would consider this application acceptable and recommend no objection.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 25/02593/TPO

**Address:-** 26B Avenue Road, Witham, Essex

**Ward:-** Central

**Proposal:-** Notice of intent to carry out works to tree protected by Tree Preservation Order 4/83 -T1 Lime tree- pollard 5m in height and 3m laterally

**Relevant Site History:-** 25/02149/TPO - Members might remember a previous application in October to fell this tree and WTC recommended refusal

**Representations:-**

**Summary:-** The applicant now wants to reduce the height of the tree by 5m and laterally by 3m.

**Recommendation:-** The tree is a large specimen and 5 m from height seems reasonable but consider that 3m laterally could be excessive. The Tree Warden has advised that 1.5 m lateral pruning would be acceptable. Recommend no objection to 5m from height but limited to 1.5m lateral pruning and the advice of the District Council's Landscape Officer.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 25/02513/FUL

**Address:-** 40 Pitt Avenue, Witham, Essex

**Ward:-** South

**Proposal:-** Retention of change of use of existing mobile home to permanent dwelling with independent access

**Relevant Site History:-**

**Representations:-**

**Summary:-** The applicant is seeking planning consent to make the existing mobile home her permanent dwelling. The site is basically a large portion of two rear gardens with vehicular and pedestrian access.

**Recommendation:-** I have looked at the principles of the Essex Design Guide whilst considering this application to formalise the living arrangements of the applicant. Access is key, there is access from the parking area off Elizabeth Avenue and a footpath off Pitt Avenue. There is water, mains electricity on site and foul sewer. There is a large garden space and the area fenced off. The applicant has lived in a mobile home on this site for an unspecified number, but at least seven years. It would seem that the mobile home might have been able to be used as additional living space provided it is for members of the household but the dwelling has been sold to a housing association hence the need for planning consent. I have spoken to the case officer and the District Council has a policy not to allow this type of development and there are concerns about neighbouring amenity. Would therefore recommend refusal on the grounds of neighbouring amenity.

**Policy References:-** LP 36d

## Witham Town Council – Planning Application Report

**Application No:-** 25/02661/TPOCON

**Address:-** 26 Collingwood Road, Witham, Essex

**Ward:-** Central

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

**Relevant Site History:-**

**Representations:-**

**Summary:-** Prune to two apple trees by 1m each. Removal of two lower boughs of prunus - both in poor health; one overhanging the fence at the rear boundary of the property

**Recommendation:-** This is routine maintenance work. The lower branches on the prunus are diseased or overhanging neighbour's garden and the proposal would raise the crown. The work seems reasonable but confirmation has been sought from the Tree Warden but would advise no objection subject to the advice of the District Council's Landscape Officer.

**Policy References:-**



Application & Address	Proposal	BDC Decision	WTC Decision
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Agenda Item 9

25/02369/HH - 28 Braintree Road Witham Essex CM8 2DD	Proposed two-storey side extension and single-storey front porch	Application Refused	Recommended refusal n the grounds of the proposed extension not being subservient gto the host dwelling contrary to LPP36c
25/02300/TPOCON - The Old Vicarage Chipping Hill Witham Essex CM8 2JS	Notice of intent to carry out works to trees in a Conservation Area	Deemed Consent	raised no objection subject to the advice of the District Council's Landscape Officer
25/02170/VAR - 5 Witham Lodge Witham Essex CM8 1HG	Variation of Condition 2 (Approved Plans) of planning permission 24/02502/VAR granted 17/04/2025	Application Permitted	raised no objection

[Back to Agenda](#)

**The Essex County Council (Footpath 101, Witham)  
(Temporary Prohibition of Use) Order 2025**

**Notice is hereby given** that the Essex County Council intends, not less than seven days from the date of this notice, to make the above Order under section 14(1) of the Road Traffic Regulation Act 1984, as amended

**Effect of the order:** To temporarily close Footpath 101, Witham in the District of Braintree from its south junction with Blackwater Lane, northwest for approximately 250 metres.

The closure is scheduled to commence on 05 January 2026 to 05 July 2026 or where appropriate signs are showing and weather permitting.

The closure is required for the safety of the public and workforce while resurfacing of the footpath takes place.

**Alternative route** will be via Blackwater Lane and vice versa.

The Order will come into effect on 05 January 2026 and may continue in force for 6 months or until the works have been completed, whichever is the earlier

Dated: 11 December 2025

Essex County Council

Network Assurance

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[Back to Agenda](#)

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