



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

## AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Monday, 1st September 2025** 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 -

|      |           |                 |    |          |
|------|-----------|-----------------|----|----------|
| 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/27.8.2025

### 1. **APOLOGIES**

To receive and approve apologies for absence.

### 2. **MINUTES**

To receive the Minutes of the Meeting of the Planning & Transport Committee held 19th August 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 note that there are no Part 1 applications.

**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 10).

**10. TACKLING SPEEDING IN WITHAM/20s PLENTY**

To receive a verbal report.

**11. LOCAL TRANSPORT SURVEY**

To consider the Town Council's response (Minute 97 refers).

**12. EFFECTS OF CLIMATE CHANGE ON HOUSING DESIGNS**

To receive a report ([attached](#) at page 12).

**13. RIVENHALL INCINERATOR**

To receive a briefing note ([attached](#) at page 13).

**14. PUBLIC ORDER PROTECTION ORDER**

To note that Braintree District Council is currently consulting on a Public Order Protection Order aimed at tackling persistent vehicle nuisance, car meets, etc. and can be viewed at <https://www.braintree.gov.uk/council/public-spaces-protection-order-pspo-consultation>

**15. BUS SURVEY**

To note there is another bus survey available  
<https://consultations.essex.gov.uk/iptu/localbus2025/>

## 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)

**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                                                                                                                             |
|-----------------|---------------------------------------------|----------|--------------------------------------------------------------------------------------------------------------------------------------|
| 25/01809/TPO    | 3 Hollybank, Witham, Essex                  | Central  | Notice of intent to carry out works to tree protected by Tree Preservation Order 6/76                                                |
| 25/01804/HH     | 12 Collar Way, Witham, Essex                | Hatfield | Retention of outbuilding. Proposed re-profiling of ground levels to rear garden                                                      |
| 25/01468/FUL    | 137 Newland Street, Witham, Essex           | Central  | Proposed 1st Floor change of use from class E to 1 No. residential dwelling, alterations to fenestration and roof mounted heat pump. |
| 25/01860/TPO    | Land Opposite 33 Armiger Way, Witham, Essex | Central  | Notice of intent to carry out works to tree protected by Tree Preservation Order 5/74                                                |
| 25/01888/TPO    | Roslyn House , 16 Newland Street, Witham    | Central  | Notice of intent to carry out works to tree protected by Tree Preservation Order 26/90                                               |
| 25/01871/TPOCON | Chestnut Court, Church Street, Witham       | North    | Notice of intent to carry out works to trees in a Conservation Area                                                                  |

## Witham Town Council – Planning Application Report

**Application No:-** 25/01809/TPO

**Address:-** 3 Hollybank, Witham, Essex

**Ward:-** Central

**Proposal:-** Notice of intent to carry out works to tree protected by Tree Preservation Order 6/76

**Relevant Site History:-**

**Representations:-**

**Summary:-** T1 & T2 Beech- Crown reduce by up to 1.5m maximum & general tree maintenance.

**Recommendation:-** The Tree Warden has agreed that as the work is regular maintenance and minimal, no objections should be raised but subject to the advice of the District Council's Landscape Officer

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 25/01804/HH

**Address:-** 12 Collar Way, Witham, Essex

**Ward:-** Hatfield

**Proposal:-** Retention of outbuilding. Proposed re-profiling of ground levels to rear garden

**Relevant Site History:-**

**Representations:-** Neighbour has objected saying that the finished outbuilding will be closer than the stated 300mm and be unsightly

**Summary:-** This is on the new Redrow estate. The applicant has started constructing an out building which will fill the far corner of their triangular garden before realising that they require building consent. The building is made of breeze block and will be just 300mm away from three boundaries. The wall will be painted above the fence line and the building will have a flat, felt roof. The front of the building will be rendered and there will be UPVC french doors. The building will be approximately 6m across and 9m total in depth and over 2.5m in height.

**Recommendation:-** This house has a triangular garden the point of which protrudes into neighbouring gardens. The construction of the building is block work and I can understand concerns that just painting the section that will show above the fence could be unsightly. I have estimated that even with the outbuilding and the garage which is in the back garden, there should still be sufficient size in line with the Essex Design Guide. I am concerned that the proposed siting of this outbuilding will impact on neighbours and would recommend refusal of the application in its current form contrary to LPP36.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 25/01468/FUL

**Address:-** 137 Newland Street, Witham, Essex

**Ward:-** Central

**Proposal:-** Proposed 1st Floor change of use from class E to 1 No. residential dwelling, alterations to fenestration and roof mounted heat pump.

**Relevant Site History:-**

**Representations:-**

**Summary:-** This is a proposed change of use to residential, to include alterations to fenestration and with a roof mounted heat pump. The ground floor premises are in use as a bubble tea café, soundproofed private Karaoke room and on the first floor, soon to be opened, an escape room. The first floor used to be living accommodation until the 1980s/90s. The proposed one bedroom flat will be self-contained with entrance to the rear. There will be no parking which is often the case with such premises. There is a suggestion that the downstairs lobby could be used for storage of bikes or ebikes with charging facilities. The front bay window is required to be replaced as it is in poor condition. The proposal is for high quality timber framed units with double glazing. There will also be a new conservation style rooflight which will only be visible from the rear. The flat will be heated or cooled by an efficient air source heat pump on the roof of the stairwell. There will be a fire alarm system.

**Recommendation:-** Members might remember the original application to renovate this property which was in poor condition. The Town Council is supportive of residential use of premises above shops in the town centre so in principle would offer no objection subject to the Listed Building's Officer being content with materials. I would be concerned if there was charging of electric vehicles in the downstairs lobby and would wish to see sufficient lighting to allow safe access to the building at night.

## Witham Town Council – Planning Application Report

**Application No:-** 25/01860/TPO

**Address:-** Land Opposite 33 Armiger Way, Witham, Essex

**Ward:-** Central

**Proposal:-** Notice of intent to carry out works to tree protected by Tree Preservation Order 5/74

**Relevant Site History:-** 25/00419/TPO considered in February - no objection subject to the advice of the District Council's Landscape Officer

**Representations:-**

**Summary:-** T1 - Ash - Pollard by approximately 4 - 5m. It would appear that residents are concerned that the tree is growing very large with branches falling in high winds and there are parking spaces below.

**Recommendation:-** We considered a previous application in February when the Tree Warden recommended no objection as the tree had a fungus and would benefit from maintenance work however it would seem that the District Council apparently never made a decision. The Tree Warden has advised that his original decision to raise no objection subject to the advice of the District Council's Landscape Officer stand.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 25/01888/TPO

**Address:-** Roslyn House , 16 Newland Street, Witham

**Ward:-** Central

**Proposal:-** Notice of intent to carry out works to tree protected by Tree Preservation Order 26/90

**Relevant Site History:-**

**Representations:-**

**Summary:-** 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

**Recommendation:-** The Tree Warden has advised that no objections be raised regarding the magnolia and birch. He does consider that pruning the lateral growth of the beech by two metres looks excessive and may damage the fastigate conical appearance so one metre should be sufficient, likewise crown lift by just two metres subject to the advice of the District Council's Landscape Officer.

**Policy References:-**

## Witham Town Council – Planning Application Report

**Application No:-** 25/01871/TPOCON

**Address:-** Chestnut Court, Church Street, Witham

**Ward:-** North

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

**Relevant Site History:-**

**Representations:-**

**Summary:-** 2x conifers and 2x plum cherry trees - Reduce by 3-4meters

**Recommendation:-** The Tree Warden has been asked to comment on this application.

**Policy References:-**

| Application & Address                                                             | Proposal                                                                                                                           | BDC Decision          | WTC Decision                                                                                                                                                                                                                                | Agenda Item 9 |
|-----------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| 25/01374/HH - 29 Ebenezer Close Witham Essex CM8 2HX                              | Proposed single storey rear/side and front extension and insertion of 4No. rooflights and alterations to fenestration.             | Application Permitted | No objection subject to the proposed render on the front wall porch being brickwork in line with LPP38b - materials should be compatible with the original dwelling and LPP362 - no unacceptable impact on the identify of the street scene |               |
| 25/01490/FUL & 25/01491/LBC - Roslyn House 16 Newland Street Witham Essex CM8 2AQ | Proposed change of use from office (class E) to residential (class C3) and Nursery (class E) with associated internal alterations. | Application Withdrawn | No objection subject to the advice of the Listed Buildings Officer                                                                                                                                                                          |               |
| 25/01413/HH - 6 Orchards Witham Essex CM8 1DW                                     | Proposed extension to existing first floor balcony                                                                                 | Application Permitted | No objection                                                                                                                                                                                                                                |               |

| Application & Address                              | Proposal                                                                                                                                                                                                     | BDC Decision        | WTC Decision                                                                   |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------------------------------------------------------------------|
| 25/00419/TPO - 33 Armiger Way Witham Essex CM8 2UZ | Notice of intent to carry out works to tree protected by Tree Preservation Order 5/74: T1 - Ash - Tree has inonotus throughout crown - Pollard by approximately 7m to create new framework for regeneration. | Application Refused | No objection subject to the advice of the District Council's Landscape Officer |

[Back to Agenda](#)



ITEM NO: 12

## **Officer Report: EFFECTS OF CLIMATE CHANGE ON HOUSING DESIGN**

### **Issue:**

For years our focus has always been on ensuring that our homes are sufficiently insulated for cold weather, small windows with at least double glazing and orientated to make the most of winter sun but with scorching weather over recent years we need to look again at housing design.

With temperatures up to 40 degrees and health warning for the old and very young to stay indoors, our homes can be stifling hot. Advice is to keep doors and windows shut with curtains and blinds drawn to keep the heat out but temperatures in homes can still reach 28 degrees in southern England. Converted office blocks and rental properties can be a particular problem.

Our new building developments need to be fit for purpose for higher temperatures and drought conditions. With lack of rainfall in our area we should be seeking that water be recycled, bath/shower water used to flush toilets, rainwater catchment to water gardens.

We know the importance of trees to capture carbon and reduce temperatures and we should be considering the planting and nurturing of trees on new estates as a priority not the current tick box exercise.

The use of air conditioners is becoming more common in the southeast but they are expensive to run. Solar panels which are more efficient in the long, summer days could be the answer.

### **Advice:**

To receive the report, recognise the effects of climate change on housing design and to take these elements into account when new developments are considered.

GK/26.8.2025

[Back to Agenda](#)

Agenda Item 13



July 2025

**Rivenhall Integrated Waste Management Facility,  
Rivenhall Airfield, Woodhouse Lane. Also known as Indaver  
Rivenhall Limited, Energy from Waste Plant.**

**What is this briefing note about?**

To provide an update about the ongoing commissioning activities at the energy from waste plant at Rivenhall Integrated Waste Management Facility.

**What is this briefing note about?**

Since the last Local Liaison Group meeting on 12 June 2025, preparatory activities (involving the initial testing of equipment while not burning waste) ahead of hot commissioning, (where the facility undertakes additional testing the installed equipment while burning waste) have continued.

Compliance

Environmental Permit CP3906LP/V004 requires the submission of a number of reports including a commissioning plan which require Environment Agency approval ahead of hot commissioning as stated in condition 2.5.1/Table S1.4A. This plan outlines the phases of commissioning and associated activities and timescales for completion, for the energy from waste plant. The plan also includes the measures the operator will take to minimise the potential impact to the environment of commissioning activities.

In terms of the commissioning plan required by pre-operational condition PO3 and additional supporting information including the associated impact assessments provided by Indaver, our position is that;

We are satisfied that the environmental impact from the proposed hot commissioning process will be no greater than that which would be allowed under the current permit. In that the relevant air quality standards are unlikely to be breached, providing appropriate measures are taken by the operator as outlined in the commissioning plan.

We have reached this conclusion on the basis that:

- there is nothing in the current permit conditions that would preclude the commissioning of the incinerator only without the other buildings having been constructed;
- we require in any case that the commissioning impact assessment (required under the commissioning plan agreement process under pre-operational measure 3) to have modelled all relevant commissioning scenarios including in the event that the other buildings had not yet been constructed and
- the current commissioning plan fully takes into account the associated impacts of this scenario, which we agree will not have a significant impact on the environment.

We have therefore agreed the commissioning plan and additional supporting information which means hot commissioning activities are able to commence.

**customer service line 03708 506 506**

**floodline 03459 88 11 88**

**incident hotline 0800 80 70 60**

Page 1 of 4



July 2025

All other pre-operational conditions have also been assessed and have been approved by the Environment Agency.

A compliance assessment report was issued to Indaver on the 16 July 2025 confirming the completion of all of the pre-operational conditions subject to condition 2.5.1/Table S1.4A of the permit.

Indaver has also confirmed that the 'Readiness to Accept Waste' checks as defined in the agreed commissioning plan have been completed. We have therefore been advised by Indaver that waste acceptance started on 21 July 2025, with hot commissioning activities involving waste combustion to commence week commencing the 04 August 2025.

The following compliance visits have been recently undertaken at the site;

- 15 May 2025 - General Site Inspection - Proposed storage and containment of materials, raw materials, reagents, and residues/pre-operational program.
- 08 July 2025 - Site Inspection - Cold commissioning - Smoke testing of Waste Reception Hall/Bunker/Bottom Ash storage areas within the building.
- 16 July 2025 - Site Inspection - Cold commissioning - Steam Blowing activities/testing.

We have provided inspection reports for these visits to Indaver.

Our compliance visits will continue during the commissioning phases now that waste is being accepted by the site. The commissioning phases and associated activities are defined within the agreed commissioning plan.

All inspection reports, submissions made in accordance with the conditions of the permit and associated correspondence will be made available on our public registers.

#### Application - Variation V003

Our previous briefing note issued on the 18 December 2024 regarding the application to change (vary) the environmental permit confirms the proposed changes applied for by Indaver. This application remains under determination, although we are planning a further consultation imminently on our draft decision. We have a duty under the Environmental Permitting Regulations to consult with the public on new permit applications including changes, for energy from waste (EfW) plants, and we want to ensure that we take all relevant information including local information into account as part of our decision-making process.

A further briefing will be provided confirming details of the consultation including the mechanism/period for submission of comments.

#### Recent reports about the site during commissioning activities

We have been made aware by members of the local liaison group, Indaver and members of the public using our pollution hotline of recent reports of potential odour and reports of dark smoke/steam from the facility. We provide the following information regarding our

**customer service line**    **03708 506 506**

**floodline**    **03459 88 11 88**

**incident hotline**    **0800 80 70 60**

Page 2 of 4



July 2025

position regarding these events. These aspects were also recently discussed during the last local liaison group meeting.

#### Odour

During commissioning we acknowledge there is potential for odour during the drying of the refractory insulation binder. This will occur during the first few heat ups of the boiler while the following activities are undertaken.

- boiling out (of the boiler).
- testing and optimisation of the auxiliary burners.
- steam blowing.
- waste operation.

The reason for this is that during these activities there are different operating temperatures involved will lead to a differing amount of drying/duration of drying. We understand that drying activities and associated odour should be temporary, with measures taken to minimise odour which are confirmed within the commissioning plan/ risk assessment and odour management plan for the facility.

There is also the potential for odour to be generated during waste acceptance and from storage activities. There should be no odour associated with the burning of the waste once hot commissioning starts.

Our position is that we expect the operator to take appropriate measures to prevent or where not practicable minimise odour emissions as defined within their approved odour management plan submitted under pre-operational condition PO9/condition 2.5.1 to demonstrate compliance with the requirements of the environmental permit.

#### Smoke/steam emissions during commissioning.

Stack/Chimney - We expect that the production of dark smoke during the commissioning of the auxiliary burners, using fuel oil to be a transient activity, with the control measure of optimising combustion (non-waste fuel/air mix) to be completed as soon as possible. The operator should take appropriate measures to minimise the duration of these activities as far as reasonably practicable.

Steam emissions - We expect emissions of steam from the site during steam blowing activities and other commissioning activities as the air-cooled condenser is yet to be commissioned.

There is limited potential risk to the environment as a result of the transient nature of these activities providing the operator takes appropriate measures, as outlined in the commissioning plan to manage these. It is important to note that weather conditions/light may influence the visibility/perception of the plume.

The timing of these activities is subject to the planning authorisations for the facility. We liaise with Essex County Council regarding reports received about the facility.

**customer service line**      **03708 506 506**

**incident hotline**              **0800 80 70 60**

**floodline**      **03459 88 11 88**

Page 3 of 4



July 2025

We have been advised by Indaver that waste acceptance commenced on 21 July 2025 ready for hot commissioning activities (involving the combustion of waste) to start week commencing 04 August 2025.

We understand the concerns associated with the commissioning of this facility from the local community. If there is an event observed/detected which is thought to have the potential to cause an environmental problem from this facility, please report this to us using our 24-hour Incident Hotline Number 0800 807060. We will then assess the report with consideration of the potential risk and investigate this further.

**customer service line**    **03708 506 506**  
**incident hotline**        **0800 80 70 60**

**floodline**    **03459 88 11 88**

Page 4 of 4

[Back to Agenda](#)