



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

AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Monday, 30th October 2023** 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:

P.	Barlow	(Chairman)	T.	Hewitt
J.C.	Coleman	(Vice Chairman)	J.	Martin
E.	Adelaja		R.	Ramage
J.M.	Coleman		A.	Sloma
L.	Headley		E.	Williams

Nikki Smith
Town Clerk

GK/24.10.2023

1. APOLOGIES

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Planning & Transport Committee held 16th October 2023 (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).

10. EARLS COLNE NEIGHBOURHOOD PLAN

To note that Earls Colne Parish Council has made a Pre-Submission Consultation (Regulation 14) on the Earls Colne Neighbourhood Plan with the Consultation Period running until 2nd December 2023.

11. ESSEX PLANNING OFFICERS ASSOCIATION PARKING GUIDANCE CONSULTATION

To receive details of the above consultation ([attached](#)).

12. NOTICE OF APPEAL – 23/01656/HH – 17 JOSLIN AVENUE, WITHAM

To note that notification of an Appeal has been received in relation to the above application.

13. LYNFIELD ELM

To receive an email from the Tree Group and to discuss the proposed felling of the Lynfield Elm Tree ([attached](#)).

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
23/02444/HH	189 Honeysuckle Way, Witham, Essex	West	Single storey rear extension
23/02489/HH	19 Page Close, Witham, Essex	Hatfield	Single storey rear extension
23/02417/HH	22 Armond Road, Witham, Essex	West	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.

23/02368/FUL	Land Between Eustace Court And, 34 Blunts Hall Road, Witham	West	Proposed infill development to provide 1 No. detached and 2 No. semi-detached properties.
23/02509/TPOCON	Witham Pavilion Club , Maldon Road, Witham	Central	Notice of intent to carry out works to trees in a Conservation Area: Carry out various works to trees within document
23/00403DAC & 18/02010/FUL	Gimsons, Kings Chase, Witham	Central	Application for approval of details as reserved by condition 26 (Boundary Treatments) of approved application 18/02010/FUL
23/02381/HH	6 Porter Way, Witham, Essex	Hatfield	Proposed partial conversion of existing garage to create a home office, including new external access door and window
23/02016/FUL	Allotments, Cut Throat Lane, Witham	North	Replacement of portable cabin on Cut Throat Lane Allotment Site, for Allotment Association members use

Witham Town Council – Planning Application Report

Application No:- 23/02368/FUL

Address:- Land Between Eustace Court And, 34 Blunts Hall Road, Witham

Ward:- West

Proposal:- Proposed infill development to provide 1 No. detached and 2 No. semi-detached properties.

Relevant Site History:-

Representations:-

Summary:- The applicant proposes to infill between existing houses. The semi detached houses will be slotted between two pairs of semi-detached, with their fronts in-line. The detached house will be on an angle between the existing properties. The houses will all be two bedroomed with downstairs facilities. Each house will have parking for two vehicles.

Recommendation:- Blunts Hall Road has an eclectic mix of houses. This part of the road has semi-detached homes set in large plots. There is a need for small homes and would recommend no objection.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 23/02509/TPOCON

Address:- Witham Pavilion Club , Maldon Road, Witham

Ward:- Central

Proposal:- Notice of intent to carry out works to trees in a Conservation Area: Carry out various works to trees within document

Relevant Site History:-

Representations:-

Summary:- The Hockey and Cricket Club are seeking routine maintenance to trees around the boundary of their site. Trees will be crown lifted and dead wood removed

Recommendation:- This is routine maintenance but advice has been sought from the Tree Warden. Would suggest no objection subject to the advice of the District Council's Landscape Officer.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 23/00403DAC & 18/02010/FUL

Address:- Gimsons, Kings Chase, Witham

Ward:- Central

Proposal:- Application for approval of details as reserved by condition 26 (Boundary Treatments) of approved application 18/02010/FUL

Relevant Site History:-

Representations:-

Summary:- We have been asked to comment on the application for approval of details of Boundary Treatment. At Minute 299 of the Meeting held on 17th April 2023, Members of this Committee recommended a style of railing which would be appropriate on the park boundary.

Recommendation:- Would recommend no objection

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 23/02381/HH

Address:- 6 Porter Way, Witham, Essex

Ward:- Hatfield

Proposal:- Proposed partial conversion of existing garage to create a home office, including new external access door and window

Relevant Site History:-

Representations:-

Summary:- The applicant proposes to create a home office at the end of their existing garage. The garage at present measures 7m in length by 3m. It is proposed to convert the back 2.2m into the office. It is proposed to install a door on the side of the garage to allow access and a window at the back.

Recommendation:- The conversion of garages can be contentious. The remaining garage will still allow for an average sized vehicle to be parked and likewise there is parking available on the drive to the side of their property. The street scene will not be affected. It is for Members to decide but would recommend no objection.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 23/02016/FUL

Address:- Allotments, Cut Throat Lane, Witham

Ward:- North

Proposal:- Replacement of portable cabin on Cut Throat Lane Allotment Site, for Allotment Association members use

Relevant Site History:-

Representations:-

Summary:- This application by the Town Council is for information only as it would be inappropriate to comment. The existing portacabin at the allotments will be replaced with a new one, slightly larger that has been donated by the adjacent power generator plant.

Recommendation:- To receive and note the application

Policy References:-

[Back to Agenda](#)

Application & Address	Proposal	BDC Decision	WTC Decision	Agenda Item 9
23/02259/TPOCON - 6 Old Magistrates Court Witham Essex CM8 2FT	Notice of intent to carry out works to trees in a Conservation Area: Silver Birch - Reduce by 1-1.5m and crown lift canopy by 2.5m	Application Permitted	No objection subject to the advice of the District Council's Landscape Officer	
23/02101/HH - 22 Sauls Bridge Close Witham Essex CM8 1XJ	Single storey rear extension	Application Permitted	No objection	
23/01406/HH - 8 Bradshaw Gardens Witham Essex CM8 1YL	Conversion to existing garage to provide annexe accommodation for use in conjunction with the main dwelling. Extension to garage to provide storage shed	Application Permitted	No objection	
23/02195/HH - 19 Stainer Close Witham Essex CM8 1JS	Single storey rear extension	Application Permitted	No objection	
23/02094/HH - 32 Armond Road Witham Essex CM8 2HA	Single storey rear extension	Application Permitted	No objection	
23/01265/FUL - 2 Perry Road Witham Essex CM8 3TU	Retention of 2 storey temporary building (ClassE(iii))	Application Permitted	No objection	

[Back to Agenda](#)

Agenda Item 11

From: Paul Wilkinson - Principal Transportation and Infrastructure Planner
<Paul.Wilkinson@essex.gov.uk>
Sent: 16 October 2023 14:51
Subject: EPOA Parking Guidance Consultation Notification

What are EPOA consulting on?

Essex Planning Officers Association (EPOA) has been leading work to revise the parking standards guidance to inform new development across Essex and the new Garden Communities.

Parking guidance is referred to in policy in the district Local Plans and the County's Local Transport Plan. The guidance sets parking for different vehicle types, design and location, dimensions for parking and a suggested quantum for different types of development.

EPOA are consulting on parking standards for development such as housing, retail, commercial and leisure uses in part 1 document which will cover from the smallest developments upwards of any type across the County. A new approach to apply to Garden Communities and Large Scale Developments (part 2) is being also being consulted on.

How to Respond

The consultation documents can be accessed at :

<https://consultations.essex.gov.uk/rci/essex-parking-guidance-consultation-2023>

A survey is attached to each document, and these are hosted on this website on behalf of EPOA, please respond by the 4th December 2023.

If you have any queries, please contact consultations@essex.gov.uk adding "EPOA parking guidance" in the subject line.

What are the key changes?

The existing guidance was approved in 2009 and therefore needs to be updated as there have been changes in planning legislation and policy, introduction of Garden Communities and a greater awareness on the need to manage the impact of developments on local communities and the environment.

The main changes for Part 1 Parking Standards include:

- Updated guidance and removal of arbitrary maximum parking values
- Compliance with National Planning policy
- Improved evidence base
- Parking provision based on how accessible a location is
- Updates to electric vehicle charging.
- Update to cycle parking to align with the new national guidance.

The main features of the new part 2 guidance – Garden Communities and Largescale Development has a focus on outcomes including:

- Supporting Sustainable Growth and responding to Climate Change
- Deliver quality places to live.

- Help manage congestion and local impacts on existing communities close to new large developments.
- Provide for a range of vehicle types and future flexibility.
- Reflect wider aims to encourage modal choice which makes better use of the local transport network.

The Guidance introduces a technical planning tool which will look at the location of the development and its proximity to everyday services and allows for an assessment of the development based on location and the infrastructure and services it will need to deliver to achieve the above outcomes. It consults on the idea of a parking budget – the quantum of parking, a greater split between off road and on road parking and flexibility on design.

What happens after the consultation?

Nothing has been decided at this stage; however, EPOA are really keen to understand your views on how best to take forward the next phase.

EPOA, the consultant and parking working group will review the comments and consider where and how to make changes.

What is EPOA?

EPOA represents 12 Local Planning Authorities in Essex, as well as two unitary authorities (Thurrock and Southend-on-Sea) and Essex County Council. Heads of planning departments from the authorities meet several times a year to discuss planning issues affecting the whole of Essex, and produce planning guidance documents.

On behalf of EPOA

[Back to Agenda](#)

Agenda Item 13

Copy email from the Tree Group to the Essex County Council Arboricultural Consultant and the Forestry and Woodland Officer

Dear Joe and Tom,

I understand that it was reported on the BBC local news that the tree is to be felled.

The Tree Group have always opposed removing this tree as :

- 1 It is resistant to Dutch elm disease and therefore a valuable resource;
- 2 Large trees are really important in the fight against climate change, and planting small replacements is a very poor substitute;
- 3 It is an iconic tree at the entrance to Witham so it's loss would be very dramatic.

I believe that it's removal may have been requested by the neighbouring housing developer, perhaps to have a roundabout there in due course but this is ridiculous as there is a roundabout a very short distance away and easy to access.

I believe that the Town Council has previously expressed it's desire for the tree to be retained.

This tree is I believe on ECC land so could you please endeavour to retain this important tree?

Kind regards,

Barry Fleet

Witham Tree Group.

[Back to Agenda](#)