



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

AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Monday, 7th August 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

1. APOLOGIES

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Planning & Transport Committee held 24th July 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 the following revised plans received by Braintree District Council that have previously been commented upon –

23/00995/FUL – Land Rear of 95 Newland Street

23/00781/REM – Land north of Woodend Farm

9. DECISIONS

To receive and note decisions on planning applications pertaining to Witham which have been received from Braintree District Council ([attached](#) at page 12).

10. EAST ANGLIA PROPERTY FLOOD RESILIENCE PROJECT

To receive and note the Environment Agency's update on the Property Flood Resilience Project ([attached](#) at page 14).

11. PROPOSED BRAINTREE DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2023

To receive a letter from Braintree District Council ([attached](#) at page 15).

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.

23/01641/HH	42 Braintree Road, Witham, Essex	North	Replacement front porch and single-storey side and rear extension
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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.

23/01656/HH	17 Joslin Avenue, Witham, Essex	Hatfield	Erection of single storey rear/side extension
23/01709/HH	74 Maldon Road, Witham, Essex	Central	Proposed triple garage to rear of site; proposed change of levels to front of site to accommodate a hardstanding for car parking
23/01720/LBC	19 Home Bridge Court , Hatfield Road, Witham	Hatfield	Proposed replacement of 7no. windows and an entrance door
23/01555/FUL	Phase 4 Land North East Of, Rectory Lane, Rivenhall	North	Enabling infrastructure for the NE Witham Phase 4 development (approved under 20/02060/OUT), including: a priority junction and revised site access off Rickstones Road; section of spine road restricted to bus, taxi and motorcycle use only; sustainable drainage system; landscaping; and, all associated development
23/01899/TPO	5 Witham Lodge, Witham, Essex	Hatfield	Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 24/83

Witham Town Council – Planning Application Report

Application No:- 23/01656/HH

Address:- 17 Joslin Avenue, Witham, Essex

Ward:- Hatfield

Proposal:- Erection of single storey rear/side extension

Relevant Site History:-

Representations:-

Summary:- This is a four bedroomed, semi detached on the Redrow Estate. The proposal is for a single storey extension measuring 3.5m in depth by 6.740 m across to form a dining room with bi-fold doors and velux windows, and an office. All materials will match existing.

Recommendation:- LPP36a states that there should be no over-development of the plot when taking into account the footprint of the existing dwelling and the relationship to plot boundaries. The minimal size for a garden should be 100 m² but the proposed extension would take the garden size down to 77 m². In line with Braintree District Council's policy, recommend refusal on the grounds of overdevelopment of site so that the garden size is below that required by the Essex Design Guide.

Policy References:- LPP36a

Witham Town Council – Planning Application Report

Application No:- 23/01709/HH

Address:- 74 Maldon Road, Witham, Essex

Ward:- Central

Proposal:- Proposed triple garage to rear of site; proposed change of levels to front of site to accommodate a hardstanding for car parking

Relevant Site History:-

Representations:-

Summary:- This is a detached house set well back from the road and with rear vehicular access. The proposal is to build a pitched roof, triple garage at the back of the garden and to excavate the front garden to allow for three parking spaces. The depth change would be 1.35m and there would be a red brick retaining wall.

Recommendation:- There is concern about the proposal for the front garden. Whilst there is an eclectic mix of properties along Maldon Road and numerous with drives, from Street View there does not appear to be a similar design for parking. Maldon Road is busy and to reverse in or out could cause a traffic hazard particularly as the neighbours' wall and hedge could obscure the view of a motorist reversing from the site. Would therefore recommend refusal of the hardstanding at the front of the property because of a detrimental impact on the street scene and potential traffic hazard.

Policy References:- LPP36e

Witham Town Council – Planning Application Report

Application No:- 23/01720/LBC

Address:- 19 Home Bridge Court , Hatfield Road, Witham

Ward:- Hatfield

Proposal:- Proposed replacement of 7no. windows and an entrance door

Relevant Site History:-

Representations:-

Summary:- Home Bridge Court is a Grade II Listed Building. The proposal is to replace the existing windows and external door with timber framed more energy efficient ones of the same design.

Recommendation:- As these are timber framed and replaced in the same style as existing, would recommend no objection subject to the advice of the Listed Buildings Officer.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 23/01555/FUL

Address:- Phase 4 Land North East Of, Rectory Lane, Rivenhall

Ward:- North

Proposal:- Enabling infrastructure for the NE Witham Phase 4 development (approved under 20/02060/OUT), including: a priority junction and revised site access off Rickstones Road; section of spine road restricted to bus, taxi and motorcycle use only; sustainable drainage system; landscaping; and, all associated development

Relevant Site History:-

Representations:-

Summary:- The Outline Planning Application for this site was approved on Appeal. This application deals with infrastructure. Members will remember from the last Planning Meeting that we discussed the Design Guide which included the spine road (The Avenue) and a possible bus loop if the egress onto Rickstones Road was not allowed. There will be a 200 metre section at the junction for bus use only with the exception of taxis and motorcycles. This section will be 6.75m wide to allow for two way bus use. There will be at least a 20 minute frequency of buses from Monday to Saturday and an hourly service in the evenings and on Sundays. A surface water drainage strategy will manage surface water runoff from the development by the use of existing stream/ordinary watercourse on site. Calculations have been made so that it can withstand a 100 year rainfall event including a 45% allowance for climate change. The application also relates to landscaping at the junction, with existing landscaping being retained and a proposed wetland meadow where the proposed 'pond' for surface water run-off will be located.

Recommendation:- The decision regarding whether egress onto Rickstones Road is still to be made, however the proposals would appear to be acceptable. Recommend no objection.

Witham Town Council – Planning Application Report

Application No:- 23/01899/TPO

Address:- 5 Witham Lodge, Witham, Essex

Ward:- Hatfield

Proposal:- Notice of intent to carry out works to trees protected by Tree Preservation Order TPO - 24/83

Relevant Site History:-

Representations:-

Summary:- Fell both T4 (Sycamore) and T6(Horse Chestnut). T6 is in the rear garden. There is serious decay upwards in the trunk and the applicant is concerned that it will uproot in high winds. T4 is in the front of the property and the applicant states that they have been advised that there is sign of disease on the trunk and it is covered in ivy. They state that they might wish to undertake work to the house and driveway in the future and the felling of this tree would allow for this.

Recommendation:- I would suggest that the felling of T6 which has the hole in the trunk would be acceptable but an inspection should be carried out of T4 to ascertain whether the tree is in fact diseased. In any event the tree would benefit from ivy being removed. The applicant has stated that a mature replacement tree would be planted and this should be a condition to any work. The advice of the Tree Warden has been sought.

Policy References:-

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Witham Town Council – Planning Application Report

Application No:- 23/00995/FUL

Address:- Land Rear Of 95 Newland Street

Ward:- Central

Proposal:- Erection of 6no. 1-bedroom flats in a two-storey building, with associated parking (8no. parking spaces), amenity areas, and landscaping.

Relevant Site History:- This matter was a delegated decision taken by the Planning Officer in consultation with the Chairman. The application was recommended for refusal on the grounds of potential overlooking and access to the development contrary to LPP52c,m and n.

Representations:- Hunnaballs Undertakers had complained about the potential for overlooking and the distress this could cause residents on occasion.

Summary:- The original plan was for a seventh flat in the loft of the building. The Historic Buildings Officer stated that they had no objection to redevelopment of the site but considered that the scale and mass of the design will have a harmful affect on the Conservation Area. The design and materials used were also considered to be not in keeping. The developer has now changed the design of the building to two storey with a flat roof. The building will be brick with white painted timber cladding, double glazed and metal painted balustrade.

Recommendation:- ECC Highways had no objection to the proposal but asked that to cut back on vehicular travel a residential information pack be provided per dwelling along with six one day travel vouchers. The new design of the building does not lend itself to a Conservation Area. Members will need to decide whether to continue to recommend refusal or to amend their decision.

Policy References:- LPP52c - impact on amenity, LPP52m - detrimental impact on safety of highways, LPP52n - development should be be legible and accessible to all. LPP53 - Conservation Areas -LPP53a, enhance the character of the Conservation Area, LPP53b - positive contribution and LPP53c - building materials of high quality and appropriate to the local context.

Witham Town Council – Planning Application Report

Application No:- 23/00781/REM

Address:- Land north of Woodend Farm

Ward:- Hatfield

Proposal:- Application for the approval of Reserved Matters (Access, Appearance, Landscaping, layout and scale) for the central open space (Main Central Park Area), pursuant to outline application 19/01896/OUT approved on 21.07.2022 for up to 400 residential dwellings and day nursery with all associated access, servicing, parking, drainage infrastructure, landscaping, open space and utilities infrastructure

Relevant Site History:- This matter was considered earlier this year and recommended no objection.

Representations:-

Summary:- Following comments by the BDC Planning Officer a number of changes have been made so that the plans comply with the design code. The following changes have been made, additional footpath link to the southern section, it had been proposed to have a footbridge over the swale but the developers have now suggested stepping stones which would be more robust, an entry has been added to the southern part of the park a concrete weir has been added so that in the event of over topping water can flow into the other basin. The footpath round the bus stop has been pulled back and connected to the the new path and boardwalk. A bench has been added at the bus stop and additional benches across the site.

Recommendation:- Would recommend no objection

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Application & Address	Proposal	BDC Decision	WTC Decision	Agenda Item 9
<p>23/01249/REM Land Adjacent To Lodge Farm Hatfield Road Witham Essex</p>	<p>Retrospective Application for the approval of reserved matters (in respect of appearance, landscaping, layout & scale) for a proposed Footpath/Cycleway adjacent to the primary road pursuant to outline planning permission 15/00430/OUT granted 27.05.2016 (subsequently updated by application 16/02101/VAR, 17/02176/VAR and 20/01571/VAR) for Outline permission with all matters reserved other than strategic access point onto Hatfield Road, for the erection of up to 750 dwellings, Primary School and early years centre, enterprise centre (use classes E(a)(c)(d)(e)(f)(g)/ F2(b)(c)) and retention of existing barn buildings for mixed use purposes (use classes E(a)(b)(c)(d)(e)(f)(g)/ F2(b)(c)), with associated infrastructure and landscaping (The original application was accompanied by a Environmental Statement).</p>	<p>Application Permitted</p>	<p>Raised no objection but wished to highlight the Town Council's concerns regarding progress of a footpath/cycleway to the south of the railway line to the station and a lack of a dedicated drop off area at the school.</p>	

<p>23/00956/LBC Town Hall 61 Newland Street Witham Essex</p>	<p>Internal refurbishments and the demolition of two internal walls to facilitate the installation of a changing places toilet facility.</p>	<p>Application Permitted</p>	<p>The Town Council received and noted this application.</p>
<p>23/01411/TPOCON 43 Collingwood Road Witham Essex CM8 2DZ</p>	<p>Notice of intent to carry out works to trees in a Conservation Area: Conifer tree - Fell</p>	<p>Application Permitted</p>	<p>Raised no objection subject to a replacement tree being planted and the advice of the District Council's Landscape Office.</p>
<p>23/01113/VAR Land Rear Of 59 Bridge Street Witham Essex</p>	<p>Variation of Condition 2 (Approved Plans) of approved application 21/00318/FUL granted 12.12.2022 for: Erection of a single-storey two bedroomed detached dwellinghouse. Variation would allow for: - Addition of velux window at front of roof.</p>	<p>Application Permitted</p>	<p>Recommended refusal on the grounds that a Velux window would be unacceptable in the Conservation Area and to the Environment Team's letter of 22nd March 2021 and contrary to LPP53.</p>

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East Anglia PFR Project Summer 2023



Introduction

We are writing to update you on the latest regarding the East Anglia Property Flood Resilience (PFR) Project.

PFR Surveys

Over the last year we have offered PFR surveys to all properties that flooded from main river sources in December 2020. For a number of other communities where there is no affordable or technically viable strategic option to protect the community, we have also offered PFR surveys to properties found to be at risk of internal flooding in a 2% (1 in 50 year) AEP flood event. The eligible properties have since had PFR Surveys undertaken if the homeowners agreed to be included in the project, and a total of 72 properties are potentially included in the project.

Outline Business Case

We have since used the completed PFR Survey reports to undertake the required economic assessments and complete the business case for the project, which has just been approved.

Next Steps

By Autumn we hope to be in a position where we can appoint contractors to carry out the installation of PFR works. Our aspiration is to have measures installed in all properties by the end of 2024.

Funding Requirements

Having completed the business case we are now more confident we should be able to fully fund the project from government Flood Defence Grant in Aid funding and local levy

funding raised by the Anglian Eastern Regional Flood & Coastal Committee (RFCC). This means there should be no need for homeowner contributions for the installation of the recommended PFR measures.

Communities

For your information, the properties which are going to have PFR measures installed are located in the following communities:

Barsham, Brockdish, Cavendish, Clare, Debenham, Diss, Eye, Fakenham, Framlingham, Great Fransham, Hempnall, Horning, Little Waltham, Low Tharston, Needham, Norwich, Saxmundham, Scole, Shotesham, Stiffkey, Stowmarket, Trowse Newton, Wetherden, Witham, Wrampingham.



Contact Us

Please contact sarah.palmer@environment-agency.gov.uk or william.todd@environment-agency.gov.uk for further information about the project.

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Agenda Item 11



Our ref: HJB/COR5-004655
Your ref:
Ask for: Hayley Bennington
E mail: hayley.bennington@braintree.gov.uk
Dial: 01376 552525
Ext: 2203
Date: 19th July 2023

Nikki Smith, Clerk to Witham Town Council
Town Hall
61 Newland Street
Witham
Essex
CM8 2FE

Sent by email only to: infocentre@witham.gov.uk

Dear Town Clerk,

Proposed Order – Braintree District Council (Off Street Parking Places) Order 2023

In accordance with the provisions of the Road Traffic Regulation Act 1984, please find enclosed a copy of the notice of proposals for your Town Council's comments and observations.

The proposed Order, if made, will revoke the Braintree District Council (Off Street Parking Places) Order 2022 in its entirety.

With sincere apologies and due to an administrative oversight, both Witham Town Council and Halstead Town Council were not directly consulted when the initial public and statutory consultation was carried out between 15th June 2023 – 7th July 2023.

The Council is now remedying that oversight with this notice and by extending the consultation period for your Town Council to **9 August 2023**. However, your Town Council's early response would be appreciated.

Please contact me if you have any queries.

Yours sincerely,



Hayley Bennington
Solicitor



Braintree District Council (Off-Street Parking Places) Order 2023

NOTICE OF PROPOSALS

Braintree District Council proposes to make an Order under Sections 32, 35 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 and all other enabling legislation.

The effect of the proposed Order is to:-

- (a) revoke the Braintree District Council (Off-Street Parking Places) Order 2022;
- (b) introduce the Braintree District Council (Off-Street Parking Places) Order 2023;
- (c) update Braintree District Council's car parking tariffs, including pay & display, permits and season ticket prices, and revise the structure of the commuter car park tariffs (Schedule 1);
- (d) move to a cashless-only system of payment in Braintree District Council's pay & display car parks;
- (e) introduce flexible tickets which can be purchased in a block of 90-day virtual passes for the same cost as a quarterly season ticket but can be used over the course of the financial year (1 April – 31 March) in Braintree District Council's car parks where season tickets are available;
- (f) allow free parking for blue badge holders in Braintree District Council's pay & display car parks;
- (g) increase the tariff for customers of the Travelodge, Victoria Square, Braintree;
- (h) include electric vehicle (EV) charging bays and associated time restrictions to Easton Road car park and include overnight rates to park EV vehicles in EV bays overnight in Station Approach and White Horse Lane car parks; and
- (i) clarify and distinguish between permits (virtual and paper) and season tickets.

Otherwise than specified above, the proposed Order does not alter the regulation and scale of charges for any other parking place as set out in the Braintree District Council (Off Street Parking Places) Order 2022.

Full details are contained in the draft Order which, together with the plans and the Statement of Reasons can be seen at Causeway House, Bocking End, Braintree Essex during normal office hours by making an appointment.

A copy of the proposed Order is available on the Council's website www.braintree.gov.uk

Anyone who wishes to make an objection to the making of the proposed Order should submit a written objection specifying the grounds to the Chief Executive at Causeway House, Bocking End, Braintree, Essex CM7 9HB or send to governance@braintree.gov.uk by no later than **7 July 2023**.

Dan Gascoyne, Chief Executive

15 June 2023



Proposed Braintree District Council (Off-Street Parking Places) Order 2023

Statement of Reasons

The reasons for making this proposed Off-Street Parking Places Order are to:-

Update the car parking tariffs, including pay & display, permits and season ticket prices, and revise the structure of the commuter car park tariffs in Braintree District Council's car parks. The tariffs were last reviewed in 2018 but have not been substantially increased since 2014. The increase in charges is to ensure the Council remains competitive with other Essex authorities and generates enough revenue to offset the increased operating and enforcement costs whilst still offering value for money and continuing to support the local economy.

Move to a cashless-only system of payment in Braintree District Council's pay & display car parks. This offers greater flexibility and convenience to the customer and is the preferred method of payment for the majority of Council car park users. Cashless parking will prevent theft and discourage vandalism to the ticket machines which will improve reliability and convenience to customers. It will also reduce operating costs as the Council will not need to pay for the collection and management of cash from the ticket machines. The increased use of technology supports cashless payment options.

Introduce flexible tickets which can be purchased in a block of 90 virtual day passes for the same cost as a quarterly season ticket and used over the course of the financial year (1 April – 31 March). These passes are valid in Braintree District Council's car parks where season tickets are available and will provide greater flexibility where, for example, working patterns have changed since the covid-19 pandemic.

Allow free parking for blue badge holders in all Braintree District Council pay and display car parks provided that the disabled person's badge is on display. This is to encourage greater use of the disabled bays in the car parks and ensure that there is consistency with other Essex authorities.

Increase the tariff for customers of the Travelodge, Victoria Square, Braintree in line with inflation as provided for in the lease documentation.

Include electric vehicle (EV) charging bays and associated time restrictions to Easton Road car park to allow for future provision of EV charging points in this car park. Also, to include overnight rates to park EV vehicles in EV bays overnight in Station Approach and White Horse Lane car parks to bring these in line with other car parks.

Clarify and distinguish between permits and season tickets, permit holders generally have designated bays whereas season ticket holders do not.

The proposed Order does not make any other changes to the current Order.

For further information concerning any of these proposals please contact:

Dan Gasgoyne
Chief Executive
Braintree District Council
Causeway House
Bocking End
Braintree
Essex
CM7 9HB

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