Witham town council

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MINUTES

PLANNING AND TRANSPORT COMMITTEE

Date: **Monday, 1st June 2026**

Place: **Council Chamber, Town Hall, 61 Newland Street, Witham, CM8 2FE**

Present:	Councillors	P.	Barlow	(Chair)
		J.	Robertson	(Vice Chair)
		E.	Adelaja	
		L.	Headley	
		R.	Playle	
		E.	Williams	
		G.	Kennedy	(Planning Officer)
		J.	Brown	(PA to the Council)
		S.	Puckey	(Open Spaces Administrator)

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Ramage. Councillor J.M Coleman was absent.

RESOLVED That the apologies be received and approved.

2. MINUTES

RESOLVED That the Minutes of the Meeting of the Planning and Transport Committee held on 18th May 2026 be confirmed as a true record and signed by the Chair.

3. INTERESTS

The Planning Officer reminded Members of the Code of Conduct – Explanation of Interests, that had been circulated and pointed out that an application had been received relating to the new Community Centre and therefore it would be inappropriate to comment on that item.

Councillor Playle declared a non-pecuniary interest as a Member of Essex County Council.

4. QUESTIONS AND STATEMENTS FROM THE PUBLIC

There were no members of the public present.

5. PLANNING OFFICER'S REPORT

The Planning Officer explained that the developers of Woodend Farm would be giving a presentation at the next Planning Committee on 15th June 2026 at 6 p.m. and she had heard today that representatives from National Highways could also be attending to talk about planned works on the A12.

She had been told that Members of Braintree District Council would be considering the responses to the Local Plan Review at Briefing Meetings to be held between June to September 2026.

She said that an invitation had been sent to new Essex County Councillor John Morris, representing Witham West and Rural, and Councillor Playle, representing Witham Town, to attend a meeting at the Town Hall to discuss outstanding transport issues.

She said that following a number of complaints about the shop fronts in the High Street a further letter had been sent to the Head of Planning at Braintree District Council to seek enforcement action as nothing had happened since the last letter sent in June 2025.

RESOLVED To receive and note.

6. PART 1 APPLICATIONS

26/00987/HH — **The Willows, Earlsmead, Witham**
Proposed single storey side extension and replacement of rear window with double doors

NO OBJECTION

26/01057/HH — **27 Cedar Drive, Witham**
Proposed single storey side extension

NO OBJECTION

26/00222/HH — **37 Collingwood Road, Witham**
Proposed first-floor rear/side extension, single storey rear extension, installation of a new window to the first floor side elevation. Widening of front vehicular entrance and installation of gates.

NO OBJECTION

7. PART 2 APPLICATIONS

26/00513/VAR — **Land south of Haygreen Road, Witham**
Variation of Condition 2 (approved plans) of approved application 23/02329/FUL granted 5.4.2024 for Proposed new community building, with associated landscaping and car parking. Variation would allow – raising the height of the building in three areas and the installation of solar panels, 1 no. air handling unit, 2no. air source heat pumps and 1no. condenser unit

As the Town Council would be taking ownership of the Community Centre once completed, it was agreed to receive and note.

RESOLVED To receive and note.

26/00985/ADV **Unit 4 Griggs Way, Witham**

Signage to include; Two internally illuminated fascia signs, one internally illuminated projecting sign.

NO OBJECTION subject to the advertising lights being switched off when the premises are closed.

26/00984/FUL **Unit 4, Griggs Way, Witham**

Installation of an external seating area.

NO OBJECTION subject to sufficient customer refuse collections points being located close to the external seating area.

26/01104/LBC **Mondy Ironmongers, 63 Newland Street, Witham**

Proposed internal and external alterations associated with the change of use from vacant hardware store to a nail and beauty salon, including new flooring, pedicure facilities, new plasterboard ceiling, rear ventilation opening, repainting of the shopfront and new signage.

NO OBJECTION subject to the advice of Braintree District Council's experts regarding possible noise and fumes from the proposed extraction system and the advice of the Listed Buildings Officer.

26/01105/ADV **Mondy Ironmongers, 63 Newland Street, Witham**

Signage to include one non-illuminated fascia sign, one non-illuminated projecting hanging sign.

Members were keen to ensure that the signage remains in keeping with the conservation area.

NO OBJECTION subject to traditional wooden hanging sign in keeping with the Conservation Area (LPP55g – traditional materials should be used wherever possible).

26/00929/LBC **27 Bridge Street, Witham**

Internal alterations comprising a full electrical rewire throughout the dwelling, renewal of entrance door and removal of the chimney breast within the kitchen.

Members were happy with the internal alterations but were concerned that the light wooden door would be incongruous with this prominent listed building whose outdoor beams and neighbouring doors are all black.

RECOMMEND REFUSAL for the proposed front door which would be out of keeping with its neighbours (LPP53b and c – positive contribution to the character and appearance in the Conservation Area to be retained and building materials to be appropriate to the local context).

NO OBJECTION to the internal alternations subject to the advice of the Listed Buildings Officer.

8. REVISED PLANS

There were no revised plans.

9. DECISIONS

The decisions on Planning Applications pertaining to Witham were received.

RESOLVED That the decisions be received and noted.

10. SUPPLEMENTARY PLANNING DOCUMENTS

Reports on Supplementary Planning Documents were received from Braintree District Council.

(a) Waste Collection and Storage

The Planning Officer summarised the waste storage and collection planning document from Braintree District Council and Members agreed that this was an important issue going forward. Members agreed to take this into consideration when considering planning applications. A response welcoming the Supplementary Planning be made.

RESOLVED That the report be received and noted.

(b) Affordable Housing

The Planning Officer summarised the affordable housing document from Braintree District Council, including figures for the number of people in critical need of homes. Members were in agreement that affordable housing was imperative for Witham and that it was important for these homes to be integrated with no distinction throughout new housing estates. It was noted that it was proposed for Witham to have less affordable housing than other areas and that this needed to be included in the response to the Supplementary Planning consultation.

RESOLVED That the report be received and noted.

11. BRTA BRAINTREE FORUM

An agenda for a meeting of the BRTA Braintree Forum to be held on Saturday 27th June 2026 was received and Members were invited to let the Planning Officer know if they could attend.

RESOLVED That the information be received and noted.

There being no further business the Chair closed the meeting at 7.15 p.m.

Councillor P. Barlow
Chair

GK/JB/2.6.2026