



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

AGENDA

Meeting of: **Planning & Transport Committee**

Date: **Tuesday, 5th March 2024** 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/28.2.2024

1. APOLOGIES

To receive and approve apologies for absence.

2. MINUTES

To receive the Minutes of the Meeting of the Planning & Transport Committee held 20th February 2024 (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).

10. ESSEX COUNTY COUNCIL CONSULTATION: ON-STREET ELECTRICAL VEHICLE CHARGING POINTS

To receive details of the above consultation ([attached](#) at page 11). (This was discussed at Minute 215 of the Meeting held 20th February 2024). It is important that Members look at Question 3 and provide suitable locations where on-street electrical vehicle charging points could be installed in their ward.

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.

24/00303/HH	47 St Nicholas Road, Witham, Essex	North	Two storey 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.

24/00284/FUL	Appledale, 1 Eastways, Witham	Central	Change of use of commercial unit (Use Class E (g) (iii) and associated Class B8 and Class E (g) to Flexible Use Classes E (g) (iii) and associated Class B8 and Class E (g), B2 and B8
24/00262/FUL	16 - 18 Freebournes Road, Witham, Essex	Central	Proposed security fence and gates
23/02958/FUL & 23/02959/LBC	Roslyn House , 16 Newland Street, Witham	Central	Conversion of building into 3 No. dwellinghouses and erection of rear ground floor extension
24/00280/FUL	Witham Motor Company, 12 Crittall Road, Witham	Central	Redevelopment of site for 4 no. commercial units (Use class B2) incorporating solar panels & associated parking
24/00352/FUL	New Rickstones Academy , Conrad Road, Witham	North	Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, hard-standing areas, storage container, floodlights, access paths and bund

Witham Town Council – Planning Application Report

Application No:- 24/00284/FUL

Address:- Appledale, 1 Eastways, Witham

Ward:- Central

Proposal:- Change of use of commercial unit (Use Class E (g) (iii) and associated Class B8 and Class E (g) to Flexible Use Classes E (g) (iii) and associated Class B8 and Class E (g), B2 and B8

Relevant Site History:-

Representations:-

Summary:- This is a large site at the corner of Eastways. The applicant seeks to provide flexibility on the permitted use of the unit to maximise the potential for it to be re-let immediately.

Recommendation:- The Town Council would wish to see vibrant industrial estates without empty units so would suggest, recommend approval.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 24/00262/FUL

Address:- 16 - 18 Freebournes Road, Witham, Essex

Ward:- Central

Proposal:- Proposed security fence and gates

Relevant Site History:-

Representations:-

Summary:- Unit 16 has recently been demolished and it is now proposed to make the site secure in readiness for the site to be let. The mesh security fence will be 2m high with gates 7.6m wide.

Recommendation:- Would recommend approval.

Policy References:-

Witham Town Council – Planning Application Report

Application No:- 23/02958/FUL & 23/02959/LBC

Address:- Roslyn House , 16 Newland Street, Witham

Ward:- Central

Proposal:- Conversion of building into 3 No. dwellinghouses and erection of rear ground floor extension

Relevant Site History:- 20/00660/FUL for conversion back to dwelling - granted.

Representations:-

Summary:- Roslyn House is a Grade II Listed building dating back to the late 16th century with a 17th century rear wing. Refronting in the 18th century introduced Georgian character. The front conservatory originates from the late 1800s but there would be a substantial amount of replacement modern fabric. The property was converted into an office in the late 1900s and there are numerous modern stud partitions. After many years and several planning applications it is now proposed to convert the building into three separate properties. To achieve this it is proposed to construct a single storey rear addition at the inner corner to create two new kitchens. This will be built in red bricks covered in white render and have a hipped clay tile roof.

Recommendation:- Since Roslyn House has been empty, there have been a number of proposals, to change use from office into a school, a single dwelling and now three separate dwellings. This is a prominent building in the conservation area and it needs to be preserved. It was originally a dwelling and to convert into three homes should be welcomed as a way to conserve the building. Previous applications have mentioned the importance of the windows and the original staircase from ground to first floor. The proposals would ensure that the existing elevation to the front of the building would not change. Would recommend no objection subject to the advice of the Listed Buildings Officer.

Witham Town Council – Planning Application Report

Application No:- 24/00280/FUL

Address:- Witham Motor Company, 12 Crittall Road, Witham

Ward:- Central

Proposal:- Redevelopment of site for 4 no. commercial units (Use class B2) incorporating solar panels & associated parking

Relevant Site History:-

Representations:- One comment seeking information regarding whether the proposal would affect a neighbour installing solar panels.

Summary:- The proposal is to replace an existing single storey building and the three attached MOT bays with two larger buildings to house four units. Unit one will remain in the use of Witham Motor Company and include a ground floor reception with toilet facilities and stairs to a mezzanine floor where there will be office areas, conference room, kitchen and staff toilets. Units 2 to 4 are individual units to be let for associated vehicular use. Each will have a reception area and toilet facilities. The materials will be insulated profiled powder coated metal cladding over a steel framed construction with roller shutter doors, a glazed front curtain wall. The proposal will include solar panels to improve the sustainability of the site and high level windows for light. The proposed layout will allow for 34 vehicles, to park or be worked upon, including 3 disabled spaces and cycle racks for 8 bikes. Two of the parking spaces will have EV charging. This number allows for vehicles to be dropped off for MOT and picked up later.

Recommendation:- The original workshop would appear to have been built in the 1950s. The proposal is to bring the workshops up to date with purpose built premises that will be well insulated, with natural light and solar panels to generate electricity. In addition three small units will be built giving the opportunity for other vehicle mechanics to set up business. Would recommend approval subject to the neighbour's concerns over shading being addressed.

Witham Town Council – Planning Application Report

Application No:- 24/00352/FUL

Address:- New Rickstones Academy , Conrad Road, Witham

Ward:- North

Proposal:- Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, hard-standing areas, storage container, floodlights, access paths and bund

Relevant Site History:-

Representations:- A complaint from resident that the proposal will exacerbate existing parking problems particularly during construction

Summary:- The proposal is to install a 3G artificial grass pitch behind the Academy. There will be a timber barrier installed along the side of the pedestrian access, amenity lighting, two 4m high lap posts for the pedestrian access, 4.5m high steel mesh ball stop fencing to form an enclosure around the perimeter. There will be a 2.6m high maintenance equipment store, a 1.2m high steel mesh pitch barrier and 6 x 15m high mast for lighting the actual pitch. The use of the pitch is between 8.00 to 22.00 weekdays and 8.00 to 18.00 at the weekend.

Recommendation:- Members will remember we recently considered the installation of an artificial pitch at the Spinks Lane Ground. It was explained that the taller the floodlights the less light pollution that would occur as they could be directed down. Those floodlights would be 13 metres high, the ones proposed here would be 15m. Would recommend no objection subject to ensuring that this development does not exacerbate the poor parking situation and affect the amenity of residents during construction and the lighting is locked to ensure it turns off when the facility closes.

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Application & Address	Proposal	BDC Decision	WTC Decision
23/02988/FUL Witham Town Council Town Hall 61 Newland Street Witham Essex CM8 2FE	Refurbishment of existing toilets and creation of new external door entrance with ramp.	Application Permitted	Only noted this application.
23/02996/LBC Witham Town Council Town Hall 61 Newland Street Witham Essex CM8 2FE	Refurbishment of existing toilets and creation of new external door entrance with ramp.	Application Permitted	Only noted this application.
24/00102/TPOCON Avenue House 4 Newland Street Witham Essex CM8 2AQ	Notice of intent to carry out works to trees in a Conservation Area: A - Magnolia grandiflora - Crown reduction to height of 4.5 meters B,C - ilex aquifolium - Crown reduction to height of 4.5 meters	Application Permitted	Raised no objection subject to the advice of the District Council's Landscape Officer.
24/00089/HH Elton Maltings Lane Witham Essex CM8 1DX	Single story rear and side extension	Application Permitted	Recommended refusal on the grounds of over development of site in line with policy LPP36a and reduction in garden size not complying with the Essex Design Guide.
24/00079/ADV 96 Newland Street Witham Essex CM8 1AH	Replacement of 1no externally illuminated projecting sign and 1no externally illuminated fascia sign. Replacement of 1no ATM and surround.	Application Permitted	Raised no objection subject to the Listed Buildings Officer being satisfied with proposed materials.

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Agenda Item 10

The following is taken from the link. Question 3 is the one that needs Members' input.

Overview

The Office of Zero Emission Vehicles (OZEV), part of DfT (Department for Transport) is a team working across government to support the transition to zero emission vehicles (ZEVs). They provide support for the take-up of plug in vehicles, as well as funding to support charge point infrastructure across the UK. This will contribute to economic growth and will help reduce greenhouse gas emissions and air pollution on our roads. In March 2023, they introduced the LEVI fund, and County Councils have been invited to bid for a proportion of this funding to help deliver much needed EV infrastructure (EVI) across their administrative areas. ECC is currently exploring this opportunity but need your help in identifying potential locations for EVI. We are contacting you to ask for your help in identifying potential locations for charge points to be installed.

Why your views matter

As part of our LEVI (LOCAL ELECTRIC VEHICLE INFRASTRUCTURE) project/business case we want to work collaboratively, with our district, city, borough and Parish Council colleagues to implement the 'right [electric vehicle] charger in the right place' to enable a sustainable and just transition to EVs. What we mean by this is that electric vehicles are a part of the solution for meeting the county's targets on transport decarbonisation, but they are not a panacea. We do not want to flood the highway network or public off-street spaces with charging points, and ultimately end up reinforcing or encouraging unnecessary vehicular use. We therefore want to install charging infrastructure in the right places, to provide our residents and businesses with a greater mode choice for their journeys.

Thirty-six percent of households in Essex do not have access to off-street parking and the ability to charge an electric vehicle using their home energy supply. We will level up access to electric vehicles by installing public electric vehicle charging infrastructure in areas and streets where there are several households without off-street parking. We want to explore opportunities for installing charging points in public spaces and would be grateful if you can help us to identify potential locations for charging points and provide us with the following information because your knowledge of your local area is fundamental to this process.

The information you provide us will be invaluable in helping us to get a better understanding of what assets/area's might be suitable for further assessment as potential locations for a public electric vehicle charging point. We are still in the early stages of planning and there is so much we must consider before we progress any of the sites. We are keen to work with our key partners to ensure that the sites we select will meet the needs of Essex residents and businesses, as we encourage a sustainable and just transition to electric vehicles, where car travel is necessary.

We would be very grateful if you could assist us by answering the questions below:

3. Please provide suitable locations that would benefit residents without off-street parking?

A suitable location is ideally:

- In a publicly accessible on-street or off-street location (car park).
- On-street locations must have a footway width of at least 1.8m.
- Not located in a flood zone
- A wide enough carriageway to ensure the safe manoeuvring in to and out of a parking bay.
- For **urban** areas: the number of dwellings without off-street parking must exceed 12 within a 250m walk of the charging point.
- For **small town/suburban** areas: the number of dwellings without off-street parking must exceed 10 within a 250m walk of the charging point.
- For **Village/fringe of town**: the number of dwellings without off-street parking must exceed 5 within a 250m walk of the charging point.
- For **isolated rural areas**: the number of dwellings without off-street parking must exceed 3 within a 250m walk of the charging point.

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