

Planning & Environment COMMITTEE A G E N D A

**For a Meeting to be held on Tuesday 29th April 2025
at 7.30pm
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

**Membership:
Councillor D Thompson Chairman
Councillor S Wilson Vice-Chairman**

Councillor M Sismey
Councillor P Ferry
Councillor A Shearring

Councillor G Piesse
Councillor J Birch
Councillor I Roberts

Councillor A John
Councillor M O'Brien
Councillor P Price

Local residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community, and the Town. At the beginning of the meeting there is an opportunity for you to make representations, answer questions and give evidence in respect of any item of business on the agenda. The public may participate for up to 15 minutes for this purpose. If you have any queries, please telephone the Town Clerk on 01245 321 817. Please join us.

**Karen Atkins
Town Clerk
23rd April 2025**



1. Apologies if Absence

To RECEIVE apologies for absence.

2. Dispensation considerations

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

3. Declarations of Interest

Any Member declaring an interest is asked to state whether this is a pecuniary registerable or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.

4. Confirmation of Minutes

To APPROVE the minutes of the meeting held on 25th March 2025 as a true record.

5. Public Questions

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item of business covered by the Committees terms of reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

6. Budgetary Position

The budgetary position on 23/04/2025 is attached to the agenda.

7. Previous Planning Decisions and Appeals

To note the City Council planning decisions which differ from the Town Council recommendations will be circulated prior to the meeting.

8. Planning Applications

To consider and agree comments on the planning applications as detailed on the list circulated and displayed on the Town Council noticeboards and website.

9. Planning Application Process

Committee to discuss the current planning application procedure and consider alternative ways of considering planning applications for 2025/26.

10. Items to Note

- The Town Council were unsuccessful with their application for the Love Your Bus Grant.
- Chelmsford City Council have confirmed 4th September 2025 as the Love Your Parish Day date for South Woodham Ferrers. The Love Your Chelmsford team will also be available for a community Litter pick 10am to 12 noon. Details to be confirmed.

11. SWF Open Spaces

Committee to discuss recent projects and concerns within SWF and any ongoing actions. Environment Officer to update on response from Chelmsford City Council.

12. Fen

- Committee to consider the Fen report. Environment Officer to update.
- Committee to receive a resident request for a bench on the Fen. Information to be circulated at the meeting.

13. Proposed Wildflower meadow Marsh Farm Country Park

Councillor Shearring to give a verbal update.

14. Street Service Operative Report 2024/25

Committee to receive a report on work completed by the SSO in 2024/25.

15. Report to Council

To note items for report to the next Council meeting is on 13th May 2025.

16. Media Coverage

To consider whether any items on this agenda warrant a media release and if applicable agree a Councillor to comment.

17. Next Meeting

The next meeting of the Planning and Environment Committee will be on 27th May 2025 at 7.30pm.

Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.

Detailed Income & Expenditure by Budget Heading 23/04/2025

Month No: 1

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
300 Environment General						
4325 Litter Control	81	3,500	3,419		3,419	2.3%
4328 Tree Works	0	8,000	8,000		8,000	0.0%
4505 Open Spaces Maintenance	18	2,500	2,482		2,482	0.7%
4506 Open Spaces Maint. (John Cox)	0	13,000	13,000		13,000	0.0%
4700 Street Furniture & Signage	0	4,000	4,000		4,000	0.0%
4705 Hanging Baskets	0	13,000	13,000		13,000	0.0%
4710 Roundabout Sponsorship	0	2,000	2,000		2,000	0.0%
4715 Road Safety	0	1,800	1,800		1,800	0.0%
4720 Fenn Maintenance	0	10,000	10,000		10,000	0.0%
Environment General :- Indirect Expenditure	99	57,800	57,701	0	57,701	0.2%
Net Expenditure	(99)	(57,800)	(57,701)			
310 Garden of Remembrance						
1300 Garden of Remembrance Income	0	14,300	14,300			0.0%
Garden of Remembrance :- Income	0	14,300	14,300			0.0%
4010 Water	0	150	150		150	0.0%
4760 GoR Supplies	348	5,000	4,652		4,652	7.0%
4765 GoR Maintenance	0	6,000	6,000		6,000	0.0%
4770 GoR Security	0	5,200	5,200		5,200	0.0%
Garden of Remembrance :- Indirect Expenditure	348	16,350	16,002	0	16,002	2.1%
Net Income over Expenditure	(348)	(2,050)	(1,702)			
Grand Totals:- Income	0	14,300	14,300			0.0%
Expenditure	447	74,150	73,703	0	73,703	0.6%
Net Income over Expenditure	(447)	(59,850)	(59,403)			
Movement to/(from) Gen Reserve	(447)	(59,850)	(59,403)			

Planning Differences for Meeting 29th April 2025

25/00285/FUL 42 Ormesby Chine

Proposed Part Single Storey, Part Two Storey Rear Extension with Balcony to Rear. Conversion of Existing Garage Roof Structure with Roof Lights. Alterations to Fenestration.

SWFTC Cllr.: MOB

SWFTC Minute: PE-25-199

"The Planning and Environment Committee has raised concerns that the proposal may constitute overdevelopment and fail to comply with Policy DM29."

Chelmsford City Council: Application Refused

See attached Officer Report and Decision Notice from Chelmsford City Council.

24/01178/FUL 81 Gandalfs Ride

Demolish existing conservatory. Proposed part two storey, part single storey rear extension, garage conversion by enclosing car port and internal alterations

Please note we were informed by Chelmsford City Council that this application was on hold and were never advised anything contrary to this. On checking the decisions lists, it has been noted that Chelmsford has permitted this development.

Planning Applications To Be Considered at Meeting 29th April 2025

25/00369/FUL	6	Warwick Parade	Extraction flue to the rear to use unit as fish and chips restaurant.	GP
25/05066/TPO	24	The Spinnaker	T7 - Reduce branches by 3.0m - Reason: Tree close to house and has been used by squirrels to enter loft	AS
25/00430/CUPAMA	LJS Electrical 54	Hullbridge Road	Determination as to whether the prior approval of the local planning authority is required for the proposed change of use from Commercial, Business and Service (Class E) to 1 new dwelling (Use Class C3)	SW
25/00435/FUL	63	Celeborn Street	Single storey rear extension	DT
25/05070/TPO	9	Quarter Gate	T3 & T4 Robinia - Crown reduce both trees by 2m, Crown lift to 3m from ground level and remove deadwood. Reason:- routine maintenance to ensure the trees do not become too large for their location and to prevent the trees from touching the property buildings.	AS
25/05069/TPO	34	The Spinnaker	T10 Oak- Located in rear garden of 34 The Spinnaker- Crown reduce back to previous pruning points removing 3m of regrowth maintaining the natural shape of the crown to ensure the branches do not damage the flu for the boiler on roof and guttering of roof. To ensure tree does not become too large for its location and cause damage to adjacent property.	AS
25/05071/TPO	Block 2 To 72	Haltwhistle Road	T2 & T3 London Plane- Located in rear garden- 3m crown reduction, 3m crown lift and remove deadwood over 30mm Reason: To safeguard future life of trees	AS
25/00498/FUL	32	Manor Road	Proposed two storey front and rear extensions	DT
25/00545/ADV	Bus Shelter	Merchant Street	Digital advert on the real-time passenger information screen located at the bus stop. (Renewal of permission 19/00700/ADV)	PP
25/00592/FUL	10	Kings Way	Proposed first floor side extension over existing garage.	IR
25/00451/FUL	1A-1D	Bucklebury Heath	Existing Timber Cladding to be replaced with Cedral Click Cladding system to match existing appearance	GP
25/00450/FUL	Block 5 To 15	Meriadoc Drive	Existing Timber Cladding to be replaced with Cedral Click Cladding System to match existing appearance	IR

Please note that we are not the Planning Authority for these details please sign up for application alerts in your area from Chelmsford City Council.