

Planning & Environment COMMITTEE A G E N D A

**For a Meeting to be held on Tuesday 25th November 2025
at 7.30pm
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

**Membership:
Councillor M O Brien Chairman
Councillor S Wilson Vice-Chairman**

Councillor J Birch
Councillor P Price
Councillor M Sismey

Councillor P Ferry
Councillor I Roberts
Councillor D Thompson

Councillor A John
Councillor A Shearring

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
19th November 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 Extra Ordinary meeting held on 7th November 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 19/11/2025 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. Extension on 25/00926 Request for Environment Impact Assessment Scoping Opinion for residential development for up to 1,770 dwellings Land Southwest of Hogwell farm Hogwell Chase Stow Maries Essex.

Committee to discuss the reply from Maldon City Council with extension date until the 28th of November 2025 and to consider any additional representation from the South Woodham Ferrers Town Council.

10. Items to Note

- LNP (Local Nature Partnership Community Fund) grant funding application was unsuccessful. The Environment Officer has contacted for specific feedback on the application and awaiting a reply.
- Woodland Trust trees – 420 trees have been delivered on 7/11/2025 and are in storage at Meadow Croft commercial unit. Environment Officer is arranging quotes for a survey of the land to provide data to enable to complete the tree planting work effectively and costs for ground cover and mulching. This will be considered by committee on the 6th of January 2026.

11. Chelmsford Local Plan

To **NOTE** formal consultation on the Chelmsford Local Plan Focused Consultation – Additional Sites (Regulation 19) Document and its accompanying Integrated Impact Assessment: Focused Consultation Additional Sites (Regulation 19) will start on the 20th of November 2025 and run for seven weeks until 8th of January 2026. As the Town Council is on the Council's Planning Policy consultation database the Town Council will be automatically notified about the start of this consultation on 20th of November 2025. Further general information on the Review of the Local Plan can be found on the Council's website via www.chelmsford.gov.uk/lp-review

Chelmsford City Council Local Plan display will be available for residents to view at Champions Manor Hall from 3rd December 2025- 10th December 2025.

All information will be circulated prior to the meeting.

12. Love your Bus Grant

The Love Your Bus Grant officially launched on 1st November 2025.

This initiative supports local transport improvements led by Parish and Town Councils, with funding available for projects that enhance accessibility, sustainability and community engagement with local bus services. Weekly engagement sessions are available.

[Love Your Bus Grant Fund Information Hub](#)

- The Environment Officer to update on a Transport meeting attended on Wednesday 19th November 10.00-12.00pm with engagement with Transport Providers and Community Transport.
- Committee to consider applying for the Love Your Bus Grant.

13. Report to Council

To agree items for report to the next Council meeting is on 20th January 2026.

14. Media Coverage

To consider whether any items on this Agenda warrant a Media release.

15. Next Meeting

The next meeting of the Planning and Environment Committee will be on 6th January 2026 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 19/11/2025

Month No: 8

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available
300 Environment General					
4325 Litter & Vegetation Control	723	3,500	2,777		2,777
4328 Tree Works	3,015	8,000	4,985		4,985
4505 Open Spaces Maintenance	2,479	2,500	21		21
4506 Open Spaces Maint. (John Cox)	7,379	13,000	5,621		5,621
4700 Street Furniture & Signage	1,750	4,000	2,250		2,250
4705 Hanging Baskets	12,394	13,000	607		607
4710 Roundabout Sponsorship	1,837	2,000	163		163
4715 Road Safety	0	1,800	1,800		1,800
4720 Fenn Maintenance	12,471	10,000	(2,471)		(2,471)
Environment General :- Indirect Expenditure	42,048	57,800	15,752	0	15,752
Net Expenditure	(42,048)	(57,800)	(15,752)		
310 Garden of Remembrance					
1300 Garden of Remembrance Income	15,143	14,300	(843)		
Garden of Remembrance :- Income	15,143	14,300	(843)		
4010 Water	63	150	87		87
4760 GoR Supplies	4,389	5,000	611		611
4765 GoR Maintenance	2,662	6,000	3,338		3,338
4770 GoR Security	2,583	5,200	2,617		2,617
Garden of Remembrance :- Indirect Expenditure	9,696	16,350	6,654	0	6,654
Net Income over Expenditure	5,447	(2,050)	(7,497)		
Grand Totals:- Income	15,143	14,300	(843)		
Expenditure	51,744	74,150	22,406	0	22,406
Net Income over Expenditure	(36,601)	(59,850)	(23,249)		
Movement to/(from) Gen Reserve	(36,601)	(59,850)	(23,249)		



DECISION MADE BY THE DIRECTOR OF SUSTAINABLE COMMUNITIES

Application No	:	25/01125/FUL Full Application
Location	:	82 Hullbridge Road South Woodham Ferrers Chelmsford CM3 5LJ
Proposal	:	Retrospective permission of 4no Air Conditioning Units installed to the face of the building
Applicant	:	Mr M Everitt
Agent	:	Mr Neil McQuire
Date Valid	:	1st September 2025
Development Type	:	HH Extn, alt & improve (D21A)
Drawing No(s)	:	C-490-01 C Location and Site Plan and Elevations/C; CL10694/R1/RevC Noise Impact Assessment Report;
Target Date	:	26th October 2025
Consult Expiry	:	6th October 2025

Description of the site

- Within the South Woodham Ferrers Urban Area where the principle of development is acceptable
- Two storey detached house on a corner plot
- No.84 Hullbridge Road is the nearest neighbouring dwelling

Details of the proposal

This is a retrospective proposal seeking permission for four air conditioning units. There are two units on the front elevation of the house above a single storey projection and two to the northern side elevation at ground level.

Other relevant applications

24/00948/FUL - Refused 29th August 2024

Retrospective permission of 5no Air Conditioning Units installed to the face of the building

Consultations

The following were consulted as part of the application:

- Public Health & Protection Services – The units have been moved in line with the noise assessment and therefore we have no further comments
- South Woodham Ferrers Town Council – recommend a noise assessment be undertaken
- Local residents – Two comments summarised below

The noise from the units is unacceptable

Planning considerations

This application follows refused application 24/00948/FUL for:

Retrospective permission of 5no air conditioning units installed to the face of the building

The reason for refusal was:

The five air conditioning units are in-situ. A noise assessment has been submitted that confirms that the noise impact from the existing units exceeds acceptable limits, therefore the units would affect the amenity of the neighbouring dwelling, No.84.

This has resulted in a development that is contrary to Policy DM29 of the Chelmsford Local Plan.

This application has attempted to address the reason for refusal by following the noise mitigation measures recommended in the submitted Noise Impact Assessment Report ref. CLI0694/R1/Rev.C. The Noise Impact Assessment recommended the removal of the rear units and the relocation of two to the northern elevation. The front units have not been identified as needing mitigation.

The three units at the rear of the property have been removed and two units have been installed to the northern elevation.

The two units to the front of the property remain in situ.

The Council's Public Health and Protection Service are satisfied that the mitigation measures have been undertaken and have no concerns regarding the proposal.

Therefore, the proposal complies with policy DM29 of the Chelmsford Local Plan (Local Plan).

The front units are visible within the public realm but do not unduly harm the character and appearance of the area or the host dwelling.

The two units to the northern elevation are sited at a low level behind a close boarded fence and are not visible within the public realm.

Therefore, the proposal complies with policy DM23 of the Local Plan.

For the reasons given above and having regard to all other matters raised it is concluded that the proposed development is acceptable in accordance with the adopted Local Plan Policies.

Biodiversity Net Gain

Exemption: householder application

Community Infrastructure Levy (CIL)

This application is not CIL liable

RECOMMENDATION

The Application be APPROVED subject to the following conditions:-

WEB
04FDEL

Condition 1

The air conditioning units shall remain sited as approved in accordance with Noise Impact Assessment Report ref. CLI0694/R1/RevC. The measures implemented as approved shall be retained thereafter.

Reason:

In the interests of protecting the living environment of occupiers of neighbouring dwellings in accordance with Policy DM29 of the Chelmsford Local Plan.

Positive and Proactive Statement

The Local Planning Authority has assessed the proposal against all material considerations including planning policies and any comments that may have been received. The planning application has been approved in accordance with the objectives of the National Planning Policy Framework to promote the delivery of sustainable development and to approach decision taking in a positive way.

BNG Exempt

Many planning permissions are required by The Environment Act 2021 to provide Biodiversity Net Gain (BNG) and are subject to a statutory condition that requires a Final BNG plan to be submitted and approved by the local planning authority before work commences.

There are statutory exemptions and transitional arrangements which mean that the biodiversity gain condition does not always apply. Based on the information available this permission is considered to be one which will not require the approval of a biodiversity gain plan before development is begun because one or more of the statutory exemptions apply.

SUMMARY OF RELEVANT ADOPTED PLANNING POLICIES:**DM23**

Policy DM23 - High Quality & Inclusive Design - Planning permission will be granted for development that respects the character and appearance of the area in which it is located. Development must be compatible with its surroundings having regard to scale, siting, form, architecture, materials, boundary treatments and landscape. The design of all new buildings and extensions must be of high quality, well proportioned, have visually coherent elevations, active elevations and create safe, accessible and inclusive environments.

DM29

Policy DM29 - Protecting Living & Working Environments - Development proposals must safeguard the amenities of the occupiers of any nearby residential property by ensuring that development is not overbearing and does not result in unacceptable overlooking or overshadowing. Development must also avoid unacceptable levels of polluting emissions, unless appropriate mitigation measures can be put in place and permanently maintained.

NHP

The Neighbourhood Plan sets out the local community's aspirations for the area and establishes policies for development and land use in the area. It is a material planning consideration.

Background Papers

Case File



TOWN AND COUNTRY PLANNING ACT 1990

Agent:

Mr Neil McQuire
Domino Sky Building Design Limited
17 Ladybird Lane
Winkleigh
Devon
EX19 8BX

Applicant:

Mr M Everitt
82 Hullbridge Road
South Woodham Ferrers
Chelmsford
Essex
CM3 5LJ

PLANNING PERMISSION

LOCATION: **82 Hullbridge Road South Woodham Ferrers Chelmsford CM3 5LJ**
PROPOSAL: **Retrospective permission of 4no Air Conditioning Units installed to the face of the building**
APPLICATION NO: **25/01125/FUL**
DATE RECEIVED: **1 September 2025**
DRAWING NO(s): **C-490-01 C Location and Site Plan and Elevations/C; CL10694/R1/RevC Noise Impact Assessment Report;**

The Council has given consideration to the application and plans as specified above, and hereby gives notice of its decision to **GRANT PLANNING PERMISSION** subject to the following: -

Condition 1

The air conditioning units shall remain sited as approved in accordance with Noise Impact Assessment Report ref. CL10694/R1/RevC. The measures implemented as approved shall be retained thereafter.

Reason:

In the interests of protecting the living environment of occupiers of neighbouring dwellings in accordance with Policy DM29 of the Chelmsford Local Plan.

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The Local Planning Authority has assessed the proposal against all material considerations including planning policies and any comments that may have been received. The planning application has been approved in accordance with the objectives of the National Planning Policy Framework to promote the delivery of sustainable development and to approach decision taking in a positive way.

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Date: 22 October 2025

Signed:

Sarah Hill-Sanders

SARAH HILL-SANDERS

Planning Development Manager

IMPORTANT - YOUR ATTENTION IS DRAWN TO THE NOTES ATTACHED

Important Note: This Planning permission does not override the need to obtain any necessary approvals under the Building Regulations, Party Wall Act or any other relevant legislation. Separate approval may also be required in other areas, for example, restrictive covenants, shared agreements, easements, rights of way etc.

The provisions of the Essex Act 1987, Section 13 (Access for the Fire Brigade) may apply to this development and will be determined at Building Regulation Stage.

NOTICE TO APPLICANT WHERE PERMISSION IS SUBJECT TO CONDITIONS

Appeals to the Secretary of State

- If you are aggrieved by the decision of your Local Planning Authority to impose conditions on your permission for the proposed development then you can appeal to the Secretary of State for the Department for Communities and Local Government under Section 78 of the Town and Country Planning Act 1990.
- For householder and minor commercial applications you must appeal within **12 weeks** of the Council's decision. For other application types you must appeal within six months of the Council's decision.
- **However if the development as described in your application is the same or substantially the same as development that is currently the subject of an enforcement notice then you must appeal within 28 days of the date of this decision notice.**
- Appeals can be made online at: <https://www.gov.uk/planning-inspectorate>. If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.
- The Secretary of State can allow a longer period for giving notice of an appeal but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.
- The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under the order.

Notification of Appeals to the Council

- You must send a copy of your appeal to the local authority. In accordance with appeal procedures, when forwarding copies of appeal forms and additional information, plans or drawings direct to the local authority, please send electronic copies to planning.appeals@chelmsford.gov.uk or address to the Director of Sustainable Communities, Chelmsford City Council, P.O. Box 7544, Civic Centre, Duke Street, Chelmsford, Essex, CM1 1XP.

Purchase Notices

- If either the local planning authority or the Secretary of State for the Department for Communities and Local Government grant permission to develop land subject to conditions, the owner can claim that he can neither put the land to a reasonably beneficial use in its existing state nor can he render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.
- In these circumstances, the owner may serve a purchase notice on the Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI, Chapter I of the Town and Country Planning Act 1990.

Compensation

- In certain circumstances compensation may be claimed from the Local Planning Authority if permission is granted subject to conditions by the Secretary of State on appeal or on reference of the application to them.
- These circumstances are set out in Section 114 and related to provisions of the Town and Country Planning Act 1990.

Planning Applications To Be Considered at Meeting 25th November 2025

25/05239/TPO	42	Kings Way	G1 (Ash on order) Caucasian Wingnut- Fell. Reason: Growing too fast and causing excessive shading.	AS
25/01453/ADV	80	Gandalfs Ride	Erection of illuminated and non-illuminated signs to the exterior of the building.	PF
25/05181/TPO	1	Bickerton Point	T5 Norway Maple - Reduce crown all over by 1-1.5m. Reason: Overgrown for space	AS
25/05263/TPO	Block 2 to 18	Littlecroft	T1 fastigate hornbeam, to reduce by 2-3m. Reason: Tree is starting to encroach on to property and over highway.	AS
25/01509/OUT	Site At Old Telephone	Burnham Road	Demolition of existing buildings and erection of one dwelling. Access being sought. Appearance, layout, landscaping and scale reserved.	MOB

^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.