

Planning & Environment COMMITTEE A G E N D A

**For a Meeting to be held on Tuesday 27th January 2026
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
21st January 2026

K Atkins

- 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 06th January 2026 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 21/1/2026 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. SNN Consultation 26/00826/HNC Marsh Farm Road

Committee to consider if they have any comments on the rename of the property. Extension until the 28th of January 2025.

10. Land Northwest of Hamberts Farm Burnham Road South Woodham Ferrers Chelmsford 21/01961/OUT & 21/01961/FUL

Committee to receive a report attached with agenda with information and links.

11. Items to Note

- The Town Council recycled all the plastic sweet containers from the Christmas Fayre and over the Christmas Period and delivered to the Town Crier to support the Tub2Pub recycling campaign 2026.
- The "letters to heaven post box "at the Garden of Remembrance contained 31 items over the Xmas period. In total the post box has received 56 letters/drawings since installation in September 2025.
- The new baby loss Christmas trees installed in December 2025 with stars added by the Finley James Charity.
- Completed Essex Highways works includes those around Collingwood Road and Brent Avenue, as well as pavement repairs in Hullbridge Road.
- Essex Wildlife have no Fen report this month. The Town Clerk has been liaising with EWT and is awaiting contract information.
- JW Davis has completed a clear up of Collingwood Pond, litter removed and metal scrap. Area weeded and cleared.

12. Bus Grant

Committee to consider the report attached to the agenda.

13. Great British Spring Clean 2026

The 2026 Campaign runs from March 13 - 29 2026.

Committee to consider a community litter pick with the SWF Litter pickers, Litter picks with the local schools and videos of the children with thoughts on littering for media platforms or other campaign ideas. Report Attached.

14. John Cox

Committee to receive an update from the working party for the development and advancement of the John Cox project.

15. Woodland Trees

Committee to consider the attached report and agree actions for the project.

16. Report to Council

To agree items for report to the next Council meeting is on 24th March 2026.

17. Media Coverage

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

18. Next Meeting

The next meeting of the Planning and Environment Committee will be on 24th February 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.