

**SOUTH WOODHAM FERRERS TOWN COUNCIL
PLANNING & ENVIRONMENT COMMITTEE**

MINUTES of a Meeting held on Tuesday 29th July 2025
at 7.30p.m.
at Champions Manor Hall

Present:

Councillor M O Brien Chair
Councillor S Wilson Vice Chair

Councillor P Ferry	Councillor A Shearring
Councillor P Price	Councillor M Sismey
Councillor G Piesse	Councillor J Birch
Councillor D Thompson	

In attendance: Environment and Leisure Officer, Councillor B Massey, Councillor D Eley & Councillor T Perham Lake.

PE-25-255 Apologies for Absence

Apologies of absence were **RECEIVED** and **ACCEPTED** from Councillor I Roberts, & Councillor A John.

PE-25-256 Dispensation Considerations

None received.

PE-25-257 Declarations of Interest

None received.

PE-25-258 Confirmation of Minutes

The minutes of the Planning and Environment meeting held on 24th June 2025 were agreed as a true record.

Proposed: Councillor A Shearring

Seconded: Councillor G Piesse

Vote: All in Favour

PE-25-259 Public Questions

No public questions raised.

PE-25-260 Budgetary Position

The budgetary position as of 23rd July 2025 was **NOTED**.

PE-25-261 Previous Planning Decisions and Appeals

Committee **NOTED** the planning decision differences from Chelmsford City Council.

PE-25-262 Planning Applications

25/00987/FUL 8 Market Square

Change of use of ground floor from wine bar (Sui Generis) to takeaway (Sui Generis) with installation of an extractor flue to the rear elevation. Externally illuminated fascia sign.

The Planning and Environment Committee has **NO OBJECTIONS** to this application.

25/00988/ADV 8 Market Square

Proposed illuminated fascia sign to existing building.

The Planning and Environment Committee has **NO OBJECTIONS** to this application.

25/00701/FUL 114 Culver Rise

Erection of a timber fence with concrete posts and concrete gravel boards. New Gate.

The Planning and Environment Committee has **NO OBJECTIONS** to this application but does request that the fence height should remain at 6 foot or under.

PE-25-263 Items to Note

Committee **NOTED** the following –

- Cattle fencing on the Fen due to begin in the next 6 weeks.
- Sluice gate mural painting - Waiting for the Environment Agency to issue a works permit.
- Fen Report attached to agenda.

PE-25-264 Local Nature Recovery Event

Councillor Shearring gave an update on the event attended on Wednesday 16th July 2025.

PE-25-265 Duckboard Bridge on the Fen

Committee considered the quotes for maintenance on the smaller duckboard bridge located on the Fen and discussed the options of repair or replacement.

Proposal: To agree the quote C of £3121.60 from Fen Contracts to replace the bridge to an accessible version. Costs to be assigned by the Town Clerk.

Proposed: Councillor O'Brien

Seconded: Councillor Ferry

Vote: Carried

2 Abstained 1 Against

PE-25-266 Woodland Trust

Following the successful application for 'free trees for school and communities' initiative by the Woodland Trust, the Committee considered and agreed recommendations from the Open Spaces Working Party held on 23/7/2025 with areas and placement of up to 420 saplings.

Proposal: To accept the recommendations of the Open Spaces Working Party for the planting of the trees in the designated locations.

Proposed: Councillor Wilson

Seconded: Councillor Sismey

Vote: Carried

1 Abstained

PE-25-267 Essex County Council Highways

- Committee received an update from Councillor Bob Massey on the future works and plans for Essex Highways.
- Committee discussed the concerns of speeding along Clements Green Lane.

Proposal: Town Clerk to write to Essex Police over concerns in relation to speeding in South Woodham Ferrers, as excessive vehicle noise from vehicles during anti-social hours, including late at night, what steps they intend to take to deal with these issues, and for setting up locations for speed monitoring.

Proposed: Councillor Thompson

Seconded: Councillor Birch

Vote: All in Favour

PE-25-268 Garden of Remembrance

Committee considered a project of a Letters to Heaven Memorial Post Box at the Garden of Remembrance.

Proposal: To purchase and install the Letters to Heaven Post Box at the Garden of Remembrance for residents and visitors. The officers to set up the operating model for dealing with the correspondence, while always remaining on site, without disturbing the contents.

Proposed: Councillor A Shearring

Seconded: Councillor P Price

Vote: Carried

1 Abstained

1 Against

Proposal: To purchase the white option of the post box for a cost of £140.00+VAT.

Proposed: Councillor O Brien

Seconded: Councillor Shearring

Vote: All in favour

Standing Order 3.x was suspended to allow the meeting to exceed more than 2 hours.

Proposed: Councillor O Brien

Seconded: Councillor Birch

Vote: All in Favour

Proposal: To purchase a suitable plaque with the wording as shown in the report and for suitable wording to be added to the post box.

Proposed: Councillor O Brien

Seconded: Councillor Shearring

Vote: Carried

2 Abstained

PE-25-269 Big butterfly count

Committee **AGREED** supporting and promoting the Big Butterfly Count for families over the Summer holidays.

PE-25-270 Forward Plan

Committee discussed updating the forward plan for the Planning & Environment Committee and will be recommended to Council on 21st October 2025.

Proposal: To defer the updating of the plan until the next meeting on 26th August 2025.

Proposed: Councillor O Brien

Seconded: Councillor Wilson

Vote: All in favour

PE-25-271 Report to Council

- Local Nature Recovery Event
- Duckboard Bridge on the Fen.
- Woodland Trust tree planting
- Letters from Heaven post box

PE-25-272 Media Coverage

- Big Butterfly Count

PE-25-273 Next Meeting

The next meeting is to be held on 26th of August 2025 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 9.43pm

Signed

Date: 26th August 2025