

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

**MINUTES** of a Meeting held on Tuesday 26<sup>th</sup> August 2025  
at 7.30p.m.  
at Champions Manor Hall

**Present:**

Councillor S Wilson Vice Chair

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

In attendance: Environment and Leisure Officer & 1 member of the public.

**PE-25-274 Apologies for Absence**

Apologies of absence were **RECEIVED** and **ACCEPTED** from Councillor M O Brien, Councillor P Ferry & Councillor A John.

**PE-25-275 Dispensation Considerations**

None received.

**PE-25-276 Declarations of Interest**

None received.

**PE-25-277 Confirmation of Minutes**

The minutes of the Planning and Environment meeting held on 29<sup>th</sup> July 2025 were agreed as a true record.

**Proposed:** Councillor Piesse

**Seconded:** Councillor Birch

**Vote: All in Favour**

**PE-25-278 Public Questions**

A member of the public spoke about anti-social behaviour around the Fen Creek footpath.

**PE-25-279 Fen Creek**

Committee to discuss anti-social behaviour in the area and consider options to resolve the situation.

**Proposal:** To write to and request our Essex County Councillor, to take action and to meet with the local police in respect of the anti-social behaviour in the area.

**Proposed:** Councillor Shearring

**Seconded:** Councillor Thompspon

**Vote: All in favour**

1 member of the public left the meeting at 08:08pm

**PE-25-280 Budgetary Position**

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

**PE-25-281 Previous Planning Decisions and Appeals**

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

**PE-25-282 Planning Applications**

**25/05143/TPO 23 Reynolds Gate**

T1 - Oak - Reduce crown by up to 2.5m, remove deadwood >50mm diameter - Reason - To maintain the size. Removal of deadwood for safety.

The Planning and Environment Committee would prefer to see a 2m reduction, as previously carried out.

**25/01065/FUL 23 Bucklebury Heath**

Proposed illuminated fascia sign to existing building.

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

**25/01071/FUL 36 King Edwards Road**

Proposed raising of the roof. Part-single, part-two storey side and rear extension, with alterations to fenestration.

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

**25/05147/TPO 2 Ormesby Chine**

T7 Silver Birch - Reduce height of tree in rear garden to 6m. Reason: Tree is overhanging neighbouring properties and blocking light to gardens.

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

**25/05159/TPO 40 The Spinnaker**

T11 - Oak - front garden - Crown reduction up to 3m and cut weak, dead and crossing branches, leaving a natural shape - Reason: Branches are touching the roof, affecting natural light and will soon cause damage. Squirrels have also gained entry to roof space. Low branches hanging into the road, roots of the tree are also pushing up the pavement creating a trip hazard.

The Planning and Environment Committee feels 3m maybe excessive.

**25/01557/FUL 36 Land North of South Woodham Ferrers Burnham Road**

Vehicular access from B1418 with associated highway works along B1418 and Burnham Road, including a shared footway/cycleway and signalised crossing.

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

**Proposed:** Councillor Shearring

**Seconded:** Councillor Sismey

**Vote: Carried**

**1 Abstained**

**1 Against**

**PE-25-283 Items to Note**

Committee **NOTED** the following –

- Sluice gate mural painting work was completed on 13-15th August 2025. Town Mayor Councillor Alan Shearring attended 15/8/2025.
- Fen Report attached to agenda.
- Meadowcroft have kindly offered to store the trees donated by the Woodland Trust on site.
- The Town Clerk has changed one general waste bin located at Champions Manor Hall to a mixed recycling bin. There are now two general waste bins and one recycling bin for hall use. This has decreased monthly costs and meets our environmental policy. Recycling bins have been placed in both kitchens at Champions Manor Hall.
- The Forward Plan, future projects and draft budget will be an agenda item at a future meeting.
- Essex Wildlife Trust have removed the gates and trough on the Fen for reuse as they were the organisation's property.
- The Environment Officer will apply for the Local Nature Partnership Community Fund 2025 by the 30/9/2025. Local Nature Partnership Community Fund 2025 | The Essex Local Nature Partnership
- The work for the two Fen bridges started on 19/8/25. They are being built off site ready for placement on the Fen.

**PE-25-284 Tree Works**

Committee to considered tree works recommended by Essex Wildlife Trust on the Fen.

**Proposal:** To agree the quote A of £1,050.00 from Redwood Tree & Land Services. Costs to be assigned by the Town Clerk.

**Proposed:** Councillor Shearring

**Seconded:** Councillor Sismey

**Vote: All in favour**

**PE-25-285 Garden of Remembrance – Letters to Heaven**

Committee considered locations for the Letters to Heaven Post Box at the Garden of Remembrance.

**Proposal:** To agree the location at the back on the main entrance to the sensory garden in the centre fitted to the small top square flagstone. Additional costs of £175.00 for installation and fittings in the Sensory Garden area.

**Proposed:** Councillor Birch

**Seconded:** Councillor Shearring

**Vote: Vote: Carried**

**2 Abstained**

**PE-25-286 Sponsorship of the Roundabout Inchbonnie Road**

Committee considered the renewal of sponsorship of the Roundabout at Inchbonnie Road. Budget allocation agreed 2025/26 of £2000.00.

**Proposal:** To accept the terms of the report for the 2-year agreement at a cost of £1,837.37 per year.

**Proposed:** Councillor Roberts

**Seconded:** Councillor Birch

**Vote: All in favour**

**PE-25-287 Report to Council**

- Roundabout sponsorship

**PE-25-288 Media Coverage**

- Post Box installation once completed
- Sluice Gate
- Roundabout sponsorship

**PE-25-289 Next Meeting**

The next meeting is to be held on 30<sup>th</sup> of September 2025 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 8.57pm

Signed .....

Date: 30<sup>th</sup> September 2025