

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

MINUTES of a Meeting held on Tuesday 30th September 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 P Ferry

In attendance: Environment and Leisure Officer & Councillor D Eley

PE-25-290 Apologies for Absence

Apologies of absence were **RECEIVED** and **ACCEPTED** from
Councillor M O'Brien, Councillor J Birch & Councillor A John.

PE-25-291 Dispensation Considerations

None received.

PE-25-292 Declarations of Interest

None received.

PE-25-293 Confirmation of Minutes

The minutes of the Planning and Environment meeting held on 26th
August 2025 were agreed as a true record.

Proposed: Councillor Sismey

Seconded: Councillor Shearring

Vote: All in Favour

PE-25-294 Public Questions

No public questions raised.

PE-25-295 Budgetary Position

The budgetary position as of 24th September 2025 was **NOTED**.

PE-25-296 Previous Planning Decisions and Appeals

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

PE-25-297 Planning Applications

25/01206/FUL 6 Clevis Drive

Rear infill extension and alterations.

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

25/01216/FUL 6 Ormesby Chime

Demolition of conservatory and construction of single storey rear extension. New air conditioning unit.

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

25/01226/FUL 82 Hullbridge Road

Retrospective permission of 4no Air Conditioning Units installed to the face of the building.

Planning and Environment Committee comments that we recommend a noise assessment to be undertaken before permission is granted.

25/01226/FUL 38 Bickerton Point

Single storey rear extension with pitched roof

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

PE-25-298 Items to Note

Committee **NOTED** the following –

- 25/05143/TPO at 23 Reynolds Gate Officer Report and Decision Notice attached to agenda detailing agreement with South Woodham Ferrers Town Council comment and agreed with the agent a lesser reduction of 1.5-2m back to previous pruning points.
- Variation Order on Tree Preservation Order No. TPO/2003/013, see attached.
- A 'letters to Heaven' Post Box is now located at the Garden of Remembrance.
- The two bridges at the Fen have been replaced and are now in use.
- The tree works at the entrance to the Fen and the pollard of an oak tree has been completed on 23/9/2025. This was agreed at the P&E meeting on 26th August 2025 at a cost of £1,050.00.
- Fen Report attached to agenda.
- The Town Council received a thank you from Mrs Julie Fosh DL for organising a lovely 30th Anniversary rededication event. An award from the High Sheriff of Essex has been placed on the wall in the upstairs foyer of Champions Manor Hall.
- The confirmation from McCarthy Stone that they will not be proceeding with the planning application at Baron Road car park.
- A response has been received from Councillor Rose Moore regarding matters raised at the Planning & Environment meeting on 24 June 2025. Further information and supporting documents from Parks and Leisure Services (relating to Open Space, Frankland Fields LNR, and sports provision including girls' football) will be circulated to the Town Council in due course.

PE-25-299 Consultation on Updated Statement of Community Involvement

Chelmsford City Council has published its updated Statement of Community Involvement for consultation. The consultation runs for four weeks **until 4.00pm on Thursday 9 October 2025.**

This was **NOTED** by the committee

PE-25-300 Woodland Trust Trees

Further to minute ref PE-25-266 Committee to agree the arrangements for carrying out the planting and confirm how the project will be delivered and completed.

Proposal: To defer the final arrangements until the next meeting, by which time, Councillor Shearring will have been able to discuss the matter with the local ranger.

Proposed: Councillor Wilson

Seconded: Councillor Sismey

Vote: All in favour

PE-25-301 The Garden of Remembrance Project

Committee considered a future project to use of the land at the top of the Garden of Remembrance as a pet scattering copse.

Proposal: The committee **AGREED** to contact Rev. King for advice and to carry out market research, public feedback, and likelihood of use, with regards to local interest and to look at other local authorities who operate similar services or alternatives. To be reported back at the next meeting.

Proposed: Councillor Thompson

Seconded: Councillor Price

Vote: All in favour

PE-25-302 Forward Plan and Projects 2025/26

Committee considered future projects for the Planning & Environment Committee to be recommended to Finance & Projects Committee on 14th October 2025.

No items were agreed to go forward to the next Finance & Project committee.

Committee discussed updating the forward plan to be recommended to Council on 21st October 2025. Note this is a fluid document to be reviewed every 6 months.

Proposal: To add Collingwood Pond (subject to external funding), projects on the Fen and John Cox to the Forward Plan.

Proposed: Councillor Wilson

Seconded: Councillor Shearring

Vote: All in favour

PE-25-303 Essex Coast RAMS Workshop

Councillor Shearring gave an update on his recent attendance at the workshop on Monday 8th of September 2025, where areas within our boundary were identified as sites for action.

PE-25-304 Vandalism of Public Property

Committee discussed recent incidents of vandalism to public property within the town and considered appropriate actions or preventative measures with an update from Councillor Wilson.

No actions agreed.

Report from the Town Clerk was **NOTED**.

PE-25-305 Report to Council

- Replacement of 2 Bridges on the Fen
- New 'Letters to Heaven' Post Box for the Garden of Remembrance.
- Tree works at the Fen.
- An award from the High Sherriff of Essex

PE-25-306 Media Coverage

- An award from the High Sherrif of Essex
- Donation of 420 trees from the Woodland Trust to be planted over the Fen and John Cox area
- Garden of Remembrance project survey.

PE-25-307 Next Meeting

The next meeting is to be held on 28th of October 2025 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 8.58pm

Signed

Date: 28th October 2025