

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

MINUTES of a Meeting held on Tuesday 28th July 2026
at 7.30p.m.
at Champions Manor Hall

Present:

Councillor S Wilson (Chair)
Councillor M O Brien (Vice Chair)

Councillor A Shearring	Councillor D Thompson
Councillor I Roberts	Councillor D Eley
Councillor A Cash	Councillor J Birch
Councillor P Ferry	Councillor P Price
Councillor K Bentley	Councillor M Sismey

In attendance: Environment Officer, Councillor C Benn and one member of the public

PE-26-474 Apologies for absence

No apologies for absence were submitted.

PE-26-475 Dispensation Considerations

None received.

PE-26-476 Declarations of Interest

Councillor P Ferry declared non registerable interest in agenda item 7 - 1st Woodham Ferrers Scout HQ Improvements

PE-26-477 Confirmation of Minutes

The minutes of the Planning and Environment meeting held on 30th June 2026 were agreed as a true record.

Proposed: Councillor M O Brien

Seconded: Councillor J Birch

Vote: All in favour

PE-26-478 Public Questions

A member of the public spoke in relation to agenda item 7, 1st Woodham Ferrers Scout HQ Improvements in support of the request for permissions for maintenance to be given by the Town Council.

PE-26-479 Budgetary Position

The current budgetary position as of 22 of July 2026 attached to the agenda was **AGREED** and **NOTED**.

PE-26-480 1st Woodham Ferrers Scout HQ Improvements

Committee considered a report from the 1st Woodham Ferrers Scouts for maintenance improvements.

Proposal: For permission to be granted for the improvement works to be carried out subject to Chelmsford City Council permissions and for the Town Clerk to confirm this in writing.

Proposed: Councillor I Roberts

Seconded: Councillor D Eley

Vote: Carried 1 Abstained Cllr P Ferry

At 7.49 pm one member of the public left the meeting

PE-26-481 Previous Planning Decisions and Appeals

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

PE-26-482 Planning Applications

26/05129/TPO 18 Butterbur Chase

T3-Silver birch (Marked T3 on map) - Crown reduction by 1m and removal of six branches (southern side) towards neighbour's house. Reason: Prevent property damage and good arboricultural maintenance.

The Planning and Environment Committee has concerns around one-sided cut of this nature risks creating an imbalance in the crown, which may lead to future structural weakness, uneven loading in high winds, and a decline in the tree's long-term form and amenity value. The Council considers that any works should aim to maintain an appropriate and balanced crown shape, in line with good arboricultural practice and BS3998:2010 Tree Work – Recommendations. A more proportionate reshaping would help preserve the tree's stability, appearance, and contribution to the local street scene.

26/00794/FUL 41 East Bridge Road

First floor side / rear extension location and so it does not cause damage to the adjacent building.

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

26/00855/FUL 38 Gandalfs Ride

Demolition of existing conservatory and construction of single storey rear extension.

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

26/00316/FUL 13 Thornborough Avenue

T2 Oak (T1 on map) 1.5m reduction from verticals and laterals, G1 (TG1 on map) x2 Oaks Cut back limbs by 2.5m to property line. Reason: General maintenance as overgrown.

The Planning and Environment Committee **OBJECTS** to the proposed works to T2 (Oak). This tree was cut back only one year ago, and the Council considers that further reduction at this stage is premature and risks placing unnecessary stress on the tree. Repeated reductions within short intervals can lead to a decline in vigour, excessive reactive growth, and long-term structural weakness.

The Council therefore believes that additional works at this time are not justified and should be deferred until a more appropriate maintenance interval has passed.

The Town Council has concerns regarding the proposed asymmetric reduction to the trees within G1 (TG1 on the submitted plan).

A lopsided cut risks creating an imbalanced crown, uneven loading, and potential future structural issues. It may also negatively affect the visual amenity of the group, which contributes collectively to the character of the area.

The Council requests that the works be reconsidered to ensure a balanced, proportionate crown shape across the group, consistent with good arboricultural practice and BS3998:2010 Tree Work – Recommendations, and the need to maintain the amenity value of the tree group.

PE-26-483 Lease with Essex Wildlife Trust

Committee considered the revised lease from Essex Wildlife Trust and the annual costs.

Proposal: To defer the recommendation to Council so that a meeting can be held between the Town Council and Essex Wildlife Trust in order to clarify further points, with councillors invited to attend.

Proposed: Councillor D Thompson

Seconded: Councillor J Birch

Vote: All in favour

PE-26-484 Items to Note

Committee **NOTED** the following –

- Chelmsford City Council wins planning appeal to prevent new warehouse development. An independent planning inspector has rejected plans for a large warehouse development adjacent to junction seventeen of the A12, near Howe Green. A planning application for 120,000 square metres of logistics and office space was submitted for the site that has not been allocated for development in Chelmsford's Local Plan, a document that provides a clear framework to help Chelmsford grow in a coordinated, sustainable and fair way. At a planning appeal brought by the developer, the Inspector decided that although there were some benefits to the scheme, these were outweighed by the adverse effects to the local landscape, heritage sites and highways.
- The basic Tree Survey & Inspection course is rescheduled to Thursday 6th August in Great Dunmow. Although we are not currently members of CouncilWise nonsubscribers can attend for £234.00 plus VAT.
- Trinity St Mary's extended a thank you to the Town council and Councillor Alan Shearring for arranging and leading the class trip to the Fen on Thursday 2 July 2026

- The Town Clerk has reported the maintenance and clean-up of the town centre to Asda management company and is awaiting an agreed attendance date. Surrounding car parks at Barons Road, Knight St and Tylers Ride, were recently instructed to bring the areas up to standard. Alongside this Asda have been asked to give focus to the footpaths throughout the estate and in particular weed treatment and removal.
- The Committee received an update report regarding Pet Area at the Garden of Remembrance, with the planned official opening to take place on the 31 July 2026 at 10.30am.
- The 336 Sunday Bus service is starting on 26/7/2026. To meet grant funding marketing requirements a transport blog has been set up on the Town Council website to keep the community updated.
https://www.southwoodhamferrerstc.gov.uk/SWF_Transport_Hub_Blog_52772.aspx

PE-26-486 Marsh Farm

Committee received a report on earthworks on the site of Marsh Farm. Chelmsford City Council Planning & Enforcement are currently investigating.

PE-26-486 Victoria Fields

Committee received a report on correspondence with a resident of Westway over concerns about a tree on Victoria Fields.

Proposal: To accept the recommendation of the Town Clerk to authorise the Environment Officer to obtain quotations from suitably qualified tree surgeons for the removal of the tree and treatment of the remaining root system.

Proposed: Councillor M Sismey

Seconded: Councillor D Eley

Vote: All in favour

PE-26-487 Report to Council

- 336 Bus Service due to be introduced on the 26th July 2026.
- New Garden of Remembrance Pet Scattering and Memorial Area opening on the 31st July 2026 at 10.30am
- 1st Woodham Ferrers Scout HQ Improvement proposal.

PE-26-488 Media Coverage

- 336 Bus Service due to be introduced on the 26th July 2026.
- New Garden of Remembrance Pet Scattering Copse and Memorial Area opening on the 31st July 2026 at 10.30am
- John Cox works are now completed for phase 2

PE-26-489 Next Meeting

The next meeting is to be held on 25 August 2026 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 8.49pm

Signed

Date: 28th July 2026