

The Town Hall  
Market Street  
Saffron Walden  
CB10 1HZ



## Agenda

### Planning & Transport Committee

**To Committee Members:** Cllrs Asker, De Vries, Freeman, Gadd, Hawke-Smith, McLellan, Porch (Chair) and Roberts

You are summoned to attend a MEETING of the PLANNING AND TRANSPORT COMMITTEE of SAFFRON WALDEN to be held via the video conferencing service ZOOM on **THURSDAY, 28<sup>th</sup> January 2021** commencing at **7.30pm** to transact the business as set out in the agenda below.

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters.

---

In accordance with the Coronavirus Act 2020, c. 7, Part 1, Local authority meetings, Section 78 – Members are permitted to be present and attend a meeting without being present in the Council Chamber or together in the same place - extract from Act reads: *“The provision which may be made by virtue of subsection [\(1\)\(d\)](#) includes in particular provision for persons to attend, speak at, vote in, or otherwise participate in, local authority meetings without all of the persons, or without any of the persons, being together in the same place.”*

All other Councillors are welcome to attend this meeting but will not be formal members of the committee and will not receive any voting rights. Non-Committee members will not be able to participate in or remain present for any discussions held under Part 2, Confidential Matters

## Web:

Join Zoom Meeting

<https://us02web.zoom.us/j/89525475582>

Meeting ID: 895 2547 5582

One tap mobile

+442034815240,,89525475582# United Kingdom

+442039017895,,89525475582# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

+44 203 901 7895 United Kingdom

+44 131 460 1196 United Kingdom

+44 203 051 2874 United Kingdom

+44 203 481 5237 United Kingdom

## **Meetings and the Public**

During the period of meetings being conducted remotely and in compliance with the Coronavirus Act 2020, members of the public will still be able to access and participate (during public speaking time) in Town Council meetings.

Town Council meetings will be hosted on the Zoom Platform. Details enabling members of the public to view the meeting and ask questions (under the public speaking time) will be given for each meeting in the introduction as above (see Zoom link on page 1 of this agenda for details)

Members of the public and press are welcome to attend any of the Council's Full Council or Committee meetings and listen to the debate. All agendas, reports and minutes can be viewed on the Council's website [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk). For background papers in relation to this meeting please contact [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk) or phone 01799 516501

The agenda may be split into two parts. Most of the business will be dealt with in Part I which is open to the public. Part II (if applicable) includes items which may be discussed in the absence of the press or public, as they deal with information which is personal or sensitive for some other reason. The press and public will be asked to leave the meeting before Part II items are discussed.

Members of the public are permitted to ask questions at any of these meetings, with each meeting including an agenda item for questions from the public. Members of the public are not required to register in advance of the meeting but it may be useful if you notify your intention to speak either in advance of or at the meeting by emailing: [townclerk@saffronwalden.gov.uk](mailto:townclerk@saffronwalden.gov.uk). If you wish to register at the meeting, please indicate your desire to speak at the allocated Public Speaking Time.

### **Facilities for people with disabilities**

~~The Council Offices has facilities for wheelchair users, including lifts and toilets.~~

### **Fire/emergency evacuation procedure**

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest designated fire exit. You will be directed to the nearest exit by a designated officer. It is vital you follow their instructions.

### **For information about this meeting please contact the Town Council:**

Telephone: 01799 516501 / Email: [enquiries@saffronwalden.gov.uk](mailto:enquiries@saffronwalden.gov.uk)

General Enquiries – Saffron Walden Town Council Offices, Town Hall, Market Street  
Saffron Walden CB10 1HZ

Website: [www.saffronwalden.gov.uk](http://www.saffronwalden.gov.uk)

### **Recording of meetings**

Whilst meetings are being conducted under the Coronavirus Act 2020, meetings will not be recorded.

### **General Data Protection Regulations (GDPR) 2018:**

For details of the Town Council's Privacy Notice, please visit our website:  
<http://saffronwalden.gov.uk/policies/>



**Lisa Courtney, Town Clerk**

**January 22<sup>nd</sup> 2021**

1	<b>Apologies for absence</b> To receive apologies and consider requests for approved absence.
2	<b>To receive any Declarations of Interest</b> Members and officers are invited to make any declarations of interests that they may have in relation to items on the agenda and are reminded to make any declarations at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.
3	<b>Public Speaking Time</b> For the public or Press to ask questions of the Council on matters relating to the agenda.
4	<b>Minutes of last meeting</b> Committee approval of 17 December 2020 and 14 January 2021 minutes.
<b>TRANSPORT ISSUES</b>	
5	<b>Saffron Walden Highway Schemes</b> To receive a verbal update on the work to date and to consider future progression of any Working Group. The anticipated work of the Working Group is to build on and progress the work from 2015 which considered the preferred options and modes of travel in and around Saffron Walden.

6	<p><b>Pedestrian crossings (Puffin and Toucan) B184 Thaxted Road, Saffron Walden</b></p> <p>Location1 Thaxted Road/B184 (East Side) Puffin Crossing 1 – southbound  Location 2 Thaxted Road/B184 (West Side) Puffin Crossing 2 – northbound  Location 3 Proposed access road (road name to be confirmed following construction), currently sited within highway boundary of B184 Thaxted Road</p>
7	<p><b>ECC Bus stop project</b></p> <p>Committee to receive a verbal update on the ECC Bus Stop project.</p>
<b>PLANNING</b>	
7	<p><b>To Consider and Comment Upon the Following Planning Applications:</b></p>
A	<p>UTT/21/0069/FUL Levelling of two existing youth grass football pitches with inert topsoil material. Incorporation of drainage network connected to existing system. Forming new top layer and re-seeding. Temporary vehicle entrance to permit topsoil material deliveries and reinstatement upon completion - Herberts Farm Playing Fields, Debden Road</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMMIRVQNG0J00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMMIRVQNG0J00</a></p>
B	<p>UTT/20/3415/FUL Proposed two storey and single storey extensions to existing sheltered scheme to create 2 no. flats, common lounge, plant room and associated ancillary accommodation. Part demolition of existing extensions to separate sheltered scheme from listed building, including alterations to access, listed wall, existing parking and driveways. Addition of new boundary wall, railings, fire escape stairs, landscaping works and temporary repair works to listed building associated with the demolition of rear extension - Walden Place, Freshwell Street</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLR047QNFJS00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLR047QNFJS00</a></p>
C	<p>UTT/20/3416/LB Part demolition of existing extensions to sheltered scheme from listed building, including alterations to access, listed wall, existing parking and driveways. Addition of new boundary wall, railings, fire escape stairs, landscaping works and temporary repair works to listed building associated with the demolition of rear extension - Walden Place, Freshwell Street</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLR04IQNFJT00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QLR04IQNFJT00</a></p>
D	<p>UTT/21/0099/HHF Single storey rear extension - 5 Overledges Road, Saffron Walden</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMTW3ZQNG4F00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMTW3ZQNG4F00</a></p>
E	<p>UTT/21/0161/HHF Single storey rear and two storey side extension - 13 The Wayback, Saffron Walden</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QN4LYHQNGAH00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QN4LYHQNGAH00</a></p>

F	<p>UTT/21/0086/HHF Side extension to existing house - Jasmine Cottage, Debden Road</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMTDSZQNG3P00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMTDSZQNG3P00</a></p>
G	<p>UTT/21/0174/HHF Demolition of single storey rear extension and erection of rear conservatory. Removal of chimney and addition of side and rear facing windows, externally fitted insulation with render finish, rear porch canopy, conversion of cellar to habitable accommodation, minor changes to front access, internal alterations - 27 South Road, Saffron Walden</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QN6RY7QNGBT00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QN6RY7QNGBT00</a></p>
H	<p>UTT/21/0073/CLP   Proposed loft conversion   32 Saxon Way Saffron Walden CB11 4EG</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMQAV5QNG2600">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMQAV5QNG2600</a></p>
I	<p>UTT/21/0131/CLP   Erect a single storey wood cabin   6 Dawson Close Saffron Walden Essex CB10 2AR</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMYVPTQN01O00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QMYVPTQN01O00</a></p>
8	<p><b>Update on ongoing significant applications</b></p> <p>Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.</p>
9	<p><b>Urgent Information Items</b></p> <p>Any items to report for information only. This item is included for information sharing only, Council is not permitted to determine matters until this agenda item.</p>
10	<p><b>Date and time of Next Meeting</b></p> <p>Thursday 11 February 2021, by ZOOM at 7.30pm</p>