

11 Emson Close  
Saffron Walden  
Essex, CB10 1HL

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## Agenda

### Planning & Transport Committee

**To Committee Members:** Cllrs Asker, De Vries, Freeman, Gadd, Hawke-Smith, McLellan, Porch, 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, 26<sup>th</sup> November 2020** 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.

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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.”*

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## Web:

Join Zoom Meeting

<https://us02web.zoom.us/j/82546569719>

Meeting ID: 825 4656 9719

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+1 312 626 6799 US (Chicago)

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Find your local number: <https://us02web.zoom.us/j/kc3sL3S26X>

## **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, 11 Emson Close, Saffron Walden, CB10 1HL

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**

**20<sup>th</sup> November 2020**

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 to approve the minutes of the previous Planning and Road Traffic Committee meeting.
<b>HIGHWAYS</b>	
5	No Highways Items
<b>PLANNING</b>	
6	<b>To Consider and Comment Upon the Following Planning Applications:</b>
A	<p>UTT/20/2869/FUL   Removal of condition 9 (construction of approved dwellings in accordance with Requirement M4(2) (Accessible and Adaptable Dwellings) attached to planning permission UTT/19/0112/FUL   29 Summerhill Road Saffron Walden CB11 4AJ</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJBUHKQNL600">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJBUHKQNL600</a></p>
B	<p>UTT/20/2843/HHF   Demolition of single storey rear extension and replace with a conservatory, removal of chimney and addition of side and rear facing windows, externally fitted insulation with render finish. Conversion of cellar into habitable space, relocation of front door to the front of the porch and extend existing porch roof to provide a canopy. Internal alterations and minor changes to front access   27 South Road Saffron Walden CB11 3DW</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJ8DKJQNL000">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJ8DKJQNL000</a></p>
C	<p>UTT/20/2815/FUL   Change of use from Office to Residential   Unit 2 Boys British School East Street Saffron Walden Essex CB10 1LS</p> <p>UTT/20/2816/LB   Conversion of Office to Residential and internal alterations   Unit 2 Boys British School East Street Saffron Walden Essex CB10 1LS</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJ10BPQNL600">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJ10BPQNL600</a></p>
	<p>UTT/20/2780/LB   Installation of satellite dish   40A High Street Saffron Walden Essex CB10 1EP</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QIWRJYQN01000">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QIWRJYQN01000</a></p>
	<p>UTT/20/2870/FUL   Erection of 1 no flat roof garage to serve 1 no. dwelling (plot 1) previously approved under planning permission UTT/19/0112/FUL   29 Summerhill Road Saffron Walden CB11 4AJ</p> <p><a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJBUI0QNL800">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJBUI0QNL800</a></p>
	<p>UTT/20/2880/FUL   Erection of 1 no flat roof garage to serve 1 no. dwelling (plot 2) previously approved under planning permission UTT/19/0112/FUL   29 Summerhill Road Saffron Walden CB11 4AJ</p>

	<a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJD5J4QNLTS00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJD5J4QNLTS00</a>
	UTT/20/2911/HHF   Construction of two storey side extension and internal alterations   3 Upper Square Catons Lane Saffron Walden Essex CB10 2DY  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJKSMLQN01O00">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=QJKSMLQN01O00</a>
	UTT/20/2924/CLP   Proposed loft conversion with rear dormer and roof lights   119 Ashdon Road Saffron Walden CB10 2AJ  <a href="https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?keyVal=QJMVORQNLZE00&amp;activeTab=summary">https://publicaccess.uttlesford.gov.uk/online-applications/applicationDetails.do?keyVal=QJMVORQNLZE00&amp;activeTab=summary</a>
7	<b>Update on ongoing significant applications</b>  Standing item – Where updates are available, Committee to receive an update on ongoing matters relating to significant planning applications.
8	<b>Urgent Information Items</b>  Any items to verbally report for information only.
9	<b>Date and time of Next Meeting</b>  Thursday 17 <sup>th</sup> December 2020, by ZOOM at 7.30pm