

The Keene Hall, Watchouse Road, Galleywood, Chelmsford CM2 8PT

You are hereby summoned to attend a meeting of the **Planning and Highways Committee** in the Lodge Room, Keene Hall, Watchouse Road, Galleywood CM2 8PT on **Tuesday 5 March 2024** at 7.00pm for the purpose of transacting the following business.

K Wilde
Mrs Kelly Wilde
Clerk to Galleywood Parish Council
28 February 2024

Councillors: G Bonnett, A McQuiggan (Chairman), N Paul, J Potter, G Smith, S Troop, and B Woolward

PLANNING AND HIGHWAYS COMMITTEE

A G E N D A

This meeting will be recorded.

PH24-527 Apologies and Reasons for Absence

To receive and approve apologies and reasons for absence.

PH24-528 Declaring of Interests and Dispensations

Declaration of any 'disclosable pecuniary' interests, other pecuniary or non-pecuniary interests relating to items on the agenda in accordance with the Code of Conduct.

PH24-529 Public Participation Session with respect to items on the agenda

In accordance with Standing Order 3.e. to allow up to 15 minutes for public speaking.

PH24-530 Confirmation of Minutes

(herewith)

To agree and sign the minutes of the meeting held on 6 February 2024 as a true and accurate account of the proceedings of the meeting.

PH24-531 The Clerk's Report

(herewith)

To receive and note the Clerk's report as provided.

PH24-532 The Spinney – TEG

(herewith)

To consider the report provided by TEG and resolve.

PH24-533 Planning Applications

To consider the following application(s) received from Chelmsford City Council and submit comments by return.

a. 24/00178/FUL - 8 Rignals Lane Galleywood Chelmsford Essex

Single storey rear extension, pitched roof side dormer and replacement front windows and new front canopy.

Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S87YE4BRHIM00>

b. **24/00056/FUL** - 14 Skinners Lane Galleywood Chelmsford Essex
Two storey rear extension.
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S71VNNBROSM00>

c. **23/01930/OUT** - Land North Of The A12 East Of Southend Road Great Baddow
Outline application with all matters reserved for the commercial development of up to 120,000sqm of logistics/warehousing development (Use class B8 with ancillary offices) along with servicing and infrastructure including new site accesses, internal roads and footpaths, landscaping including earthworks to create development platforms and bunds, drainage features and other associated works .
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S55FEABRFV200>

d. **24/00116/FUL** - 2 Skinners Lane Galleywood Chelmsford Essex
Retrospective application for replacement of brick wall with a wooden fence.
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S700WTBRH6U00>

e. **24/00171/ADV** - 2 Skinners Lane Galleywood Chelmsford Essex
Retrospective application for the display of an internal TV screen in the window and external illuminated display sign on the front and side elevations.
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S86EZ5BRHHN00>

PH24-534 Planning Decisions - Chelmsford City Council

Members to note the decision(s) of the following application(s):

a. **23/02001/FUL** 23 Well Lane Galleywood Chelmsford Essex CM2 8QY
Demolish rear garage. Construct single storey rear and side extension with apex roof and roof lights. **Granted.**

b. **24/05024/TPO** 14 Markland Close
T3 Hornbeam- Located at front garden of no.14 -To be cut back by up to 3m. **Granted**

PH24-535 Planning Appeal Notifications – Chelmsford City Council

To note that an appeal had been lodged in respect of the below application, and Chelmsford City Council will notify the council of the decisions in due course.

23/00082/REFUSE - 48 Skinners Lane Galleywood Chelmsford Essex
Demolition of the existing dwelling and erection of 2 semi-detached dwellings.

PH24-536 Planning Enforcement Notices

To note the January report provided.

(herewith)

PH24-537 South Essex Parking Partnership (SEPP)

To note the January report provided.

(herewith)

PH24-538 Essex Minerals Local Plan Review public consultation

To note the public consultation which is open until the 19th March 2024, and consider submitting comments.

Click to view [Replacement Essex Minerals Local Plan review 2025 to 2040 | Essex County Council](#)

(herewith)

The consultation is supported by a [consultation response guidance notes \(PDF, 182.29KB\)](#). This sets out matters of detail on which you can also comment.

PH24-539 CHP - Watchhouse shops

(herewith)

To review the maintenance plan provided and resolve if the committee wish to recommend to Full Council to formally take over Watchhouse shops maintenance.

The next Planning and Highways Committee is on Tuesday 2 April 2024 at 7.00pm

MINUTES OF THE PLANNING AND HIGHWAYS COMMITTEE MEETING
HELD AT THE KEENE HALL – LODGE ROOM – GALLEYWOOD
ON TUESDAY 6 FEBURARY 2024 at 7.00pm

Present:

Councillors: G Bonnett, A McQuiggan (Chairman), N Paul, J Potter, and S Troop

In attendance: Admin Assistant

PH4-518 Apologies and Reasons for Absence

RESOLVED that an apology of absence was received and accepted from Councillor B Woolward.

PH24-519 Declaring of Interests and Dispensations

There were none.

PH24-520 Public Participation Session with respect to items on the agenda

There were none.

PH24-521 Confirmation of Minutes

RESOLVED that the minutes of the meeting held on 9 January 2024 were a true and accurate account of the proceedings of the meeting and were signed by the Chairman.

PH24-522 The Clerk's Report

Members noted the report on:

- **Parish Map**

Awaiting outstanding info from Cllr AM for Clerk to forward onto company devising the map

- **CHP**

CHP requested to provide their maintenance plan to the committee to ascertain if Watchouse shop area could be formally taken over by the council. – Chased several times. Awaiting response.

- **The Spinney**

This has been sectioned off due to Cllr NP visit. Chelmsford City Council was requested to visit site with Cllrs. CCC advised they do not have any suitably qualified staff to comment upon the condition of the Parish Council owned dipping platform or any proposed engineering work involving the installation of gabions.

Action: Members requested that the clerk ask TEG to repair The Spinney to make it safe.

- **CHP**

Pavements at Watchouse Shops. Communication sent to Customer Service Director to raise concerns of H&S issues and ascertain number of accidents over the last few years. Awaiting response.

- **Enforcement Team**

Communication sent to the Enforcement team to ascertain if 2 Skinners Lane, Chelmsford CM2 7HQ, has received permissions for being used as an office and the boundary fence.

The Parish Council have been advised that planning permission is not required for the change of use of a shop to an office. This is because a 'change of use' can occur



within the same Use Class without planning permission, and both a shop and an office fall within Use Class E.

Planning permission is required for the fence, due to its height. Following discussions with the owner, a planning application has now been received which seeks to obtain consent for this development. The application is currently with the validation team, and parish Council will be able to make a representation in due course.

PH24-523 Planning Applications

Members considered the following application(s) received from Chelmsford City Council and submit comments by return.

- a. **24/00058/FUL** - Carne Pipers Tye Galleywood Chelmsford
Single storey rear extension to existing annex.
RESOLVED that Galleywood Parish Council has no objections.
- b. **24/05024/TPO** - 14 Markland Close Galleywood Chelmsford Essex
T3 Hornbeam- Located at front garden of no.14 -To be cut back by up to 3m. Reason: Has potential to damage property and is blocking of light.
RESOLVED that Galleywood Parish Council has no objections.

PH24-524 Planning Decisions - Chelmsford City Council

Members noted the decision of the following application:

23/01457/FUL - 27 The Street

Proposed oak framed garden store / solar array stand, and solar panels to existing outbuildings within the curtilage of a Listed Building. **Granted.**

PH24-525 Planning Enforcement Notices

Members noted the report provided.

PH24-526 South Essex Parking Partnership (SEPP)

Members noted the report provided.

There being no further public business to be transacted, the Chairman closed the meeting at 7.16pm

Signed Chairman

Dated

Clerk's Report Planning and Highways Committee 5 March 2024				Date note closed
Meeting Date	Agenda Item	Item	Action Taken and Outcome	
		Parish Map	01.02.2024 Clerk requested an urgent meeting with Cllr AM. Cllr AM agreed to forward the finalised map to Clerk by 04.03.2024	
		CHP – Pavements at Watchhouse Shops	06.02.2024 Communication sent to Customer Service Director to raise concerns of H&S issues and ascertain number of accidents over the last 3-5 years. Awaiting response, which has been chased regularly.	
		23/01653/FUL - Unit And Yard 8 At Five Tree Works Bakers Lane	27.02.2024 Communication sent to residents to advise that the submission date has been moved to the 6 March, the Parish Council will not be able to discuss this item at their 5 March Planning meeting. CCC have advised that the final decision date is 3 April 2024, therefore the Parish Council will now discuss this matter at their 2 April meeting.	
		Cllr Surgery	28.02.2024 Site visits taken place with ECC Cllr AM to ascertain action needed	28.02.2024
Highway Maintenance Reports – can be viewed on 365 Chelmsford City Council Enforcement Notices – can be viewed on 365				

24-531

Report to Planning and Highways Committee

05.03.2024/KW

The Spinney

Members to consider the report received from TEG below and resolve if TEG's advice to remove the rotting structure permanently and replace it with a maintenance free structure be recommended to the next available meeting, being Full Council.

Teg Report

Teg made the Dipping Platform at The Spinney safe to use this morning (12.02.2024). The materials used were donated to teg by a resident of Gt Baddow so there is no cost to GPC.

PLEASE NOTE The work we have done today is only a temporary repair in order to make the Dipping Platform safe to use for the time being. However this structure is quickly rotting and will need constant checking to keep it safe. Teg are prepared to keep a check on the structure on behalf of the GPC but we would strongly urge that you allow us to remove the rotting structure permanently and replace it with a maintenance free structure.

Please find attached photographs of this morning's work replacing two of the worst treads on the Dipping Platform, repairing the broken fence half way between the Dipping Platform and the small bridge, adding barrier rails to the East end of the Dipping Platform, and adding road planning to resolve a tripping hazard at the West end of the small bridge. A video showing the repaired Dipping Platform being load tested is also attached.

Regards Malcolm



Spinney test
video.MOV



Members to note:

- **PH23-460 on 5 September 2023**

Members considered the report provided by tEG. Due to the amount of money previously spent on the dipping pond, members reluctantly agreed that this should now be removed, and the area made safe.

RESOLVED that: tEG remove the dipping pond and create a new pathway with the addition of two gabion boxes. Revised costs are to be provided by tEG. (Two for and one against)

- **PH23-499 on 5 December 2023**

Members discussed the report and costs provided by tEG to replace the platform at the Spinney. (*see risk register with summary below)

RESOLVED that: a recommendation be made to the Finance Committee for £500.00 to fund the project from CIL funds.

- **FR24-328 on 25 January 2024**

Members reviewed the recommendation made by the Planning committee to allocate TEG £500 to fund the project from CIL funds.

Members noted that £1500 had been budgeted and unspent for Local Open Space.

RESOLVED that: the Arboricultural Officer at Chelmsford City Council would be requested to visit the site with Councillors to inspect. Reports will be provided at the next available meeting of any committee.

Action: Cllr Potter to arrange the aforementioned meeting.

- **PH24-522 – 6 February 2024 (clerks report)**

The Spinney - This has been sectioned off due to Cllr NP visit. Chelmsford City Council was requested to visit site with Cllrs. CCC advised they do not have any suitably qualified staff to comment upon the condition of the Parish Council owned dipping platform or any proposed engineering work involving the installation of gabions.

Action: Members requested that the clerk ask TEG to repair The Spinney to make it safe.



Spinney Risk Register
with Summary.pdf

New Complaints Received

Cases received by Parish between 01/01/2024 and 31/01/2024

Case No	Received	Nature of alleged breach & Address
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Galleywood

24/00023/ENFB	15/01/2024	Breach of Conditions 2 (accordance with approved plans) and 4 (boundary treatments) of permission 22/01332/FUL at 2 Skinners Lane Galleywood Chelmsford Essex CM2 8RH
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Current Complaints Under Investigation

Enforcement Cases received before 01/1/2024 still outstanding

Galleywood

11/00502/ENFB	23/08/2011	Construction of an outbuilding within 2m of boundary and in excess of 2.5m in height; fence constructed in excess of 2m in height to rear garden at Justa Cottage The Common Galleywood Chelmsford Essex CM2 8JX	Complaint Received/Investigation Started
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19/00139/ENFB	02/04/2019	Without planning permission, the construction of a building at Baddow Park Farmhouse The Chase Galleywood Chelmsford CM2 7SX	Notice Issued
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20/00356/ENFB	28/10/2020	Reconstruction and conversion of a storage barn for D2 purposes and the construction of a parking area at Baddow Park Mushroom Farm West Hanningfield Road Great Baddow Chelmsford Essex CM2 7SY	
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21/00426/ENFB 18/11/2021 Works to construct a hard surface, formation of a vehicular access, storage of portaloos at Land Adjacent 112 Brook Lane Galleywood Chelmsford CM2 8NN	Pending Consideration
22/00297/ENFB 07/09/2022 Change of use of pub to restaurant at The Eagle Public House Stock Road Galleywood Chelmsford CM2 8PS	Notice Issued Essex
23/00172/ENFB 22/06/2023 Construction of a roof dormer; erection of a gate at 2 Brook Lane Galleywood Chelmsford CM2 8NJ	Pending Consideration
23/00184/ENFB 28/06/2023 Material change of use of the land to a crane training centre at Unit And Yard 8 At Five Tree Works Bakers Lane Galleywood Chelmsford	Pending Consideration
24/00023/ENFB 15/01/2024 Breach of Conditions 2 (accordance with approved plans) and 4 (boundary treatments) of permission 22/01332/FUL at 2 Skinners Lane Galleywood Chelmsford Essex CM2 8RH	Pending Consideration

Enforcement Cases Closed

Cases Closed between 01/01/2024 and 31/01/2024

NONE REPORTED



CHELMSFORD MONTHLY REPORT – JANUARY 2024

Date: 05/02/2024

Technician: Rachel Andras &
Carmel Purcell

NEW REQUESTS FOR PARKING RESTRICTIONS

Road	Town	Date	Request
Park View Crescent / Worcester Court (SEPP2800)	Great Baddow	31/01/2024	Application received for DYL. Further information required from applicant.
Brownings Avenue (SEPP2799)	Chelmsford	24/01/2024	Request for RP. Advised to complete application form.

TRO ASSESSMENTS

Road	Town	Request	Status
Little Waltham Road (SEPP2790)	Springfield	Limited Stay	Request Declined
Main Road, (SEPP 2778)	Great Leighs	DYL outside Greengates Close	Request Declined
White Beam Close (SEPP2773)	Chelmsford	DYL on junction	Request Declined
Meadow Road (SEPP2681)	Rettendon	DYL on junction	Request Declined

PARKING REVIEWS

Road	Town	Info	Status

AWAITING TRO FUNDING

Road	Town	Scheme
High Street (SEPP2783)	Great Baddow	DYL
Nickleby Road (SEPP2774)	Chelmsford	DYL
New Road and Barclay Close (SEPP2748)	Great Baddow	RP Mon-Sat 10am-3pm

TRAFFIC REGULATION ORDERS				
TRO Amendment No.	Road/ Location	Town	Request	Status
56	Northumberland Court	Springfield	DYL on west side and turning heads	<p>Objections received for several schemes (*) during 21-day formal consultation.</p> <p>Objections will be considered at the SEPP Sub Committee Meeting on 14/02/2024</p>
	Pentland Avenue & Nalla Gardens	Chelmsford	DYL (JPM)	
	White Mead	Broomfield	DYL (JPM)	
	Beeches Road	Chelmsford	DYL on bend	
	Timsons Lane*	Chelmsford	DYL on entire length	
	Barnard Road and Home Mead	Galleywood	DYL (JPM) up to adjacent Bus Stop	
	Forest Drive*	Chelmsford	DYL between Ravensbourne Drive and Harewood Road)	
	Henniker Gate*	Springfield	DYL between Chelmer Village Way and Clarence Close	
	Gloucester Avenue	Chelmsford	DYL (JPM) on various junctions.	
	Mill Lane*	Broomfield	DYL (JPM)	
	West Hanningfield Road / Mercia Close	Great Baddow	DYL (JPM) and Bus Cage	
	Church End Lane*	Runwell	DYL	
	The Street	Galleywood	DYL	

LINES AND SIGNS MAINTENANCE			
Batch 21 - Funding to be Approved			
Road	Town	Request	Status

SUNDRY		
Road	Town	Info

County Planning
Essex County Council
County Hall
Chelmsford
CM1 1QH



Our ref: MLP Review
Date: 6th February 2024

Replacement Minerals Local Plan Review – 2025 to 2040
Public consultation from 6th February to 19th March 2024

This is to notify you that the next stage of the Replacement Minerals Local Plan Review will be undergoing a six-week public consultation (under Regulation 18 – Issues and Options), during which time we are inviting comments.

The current Essex Minerals Local Plan (MLP) was adopted in July 2014. The Plan provides planning policies for minerals development in Essex until 2029 and identifies future sites for mineral extraction.

Every five years the council is required to review the effectiveness of its MLP. Since 2020 the review of the Plan has undergone several phases of consultation and two call for sites resulting in 52 candidate sites being put forward for consideration for inclusion in a new Plan.

We are now proposing to extend the Plan to 2040 covering a 15-year period from 2025. New sites will be needed to meet the forecasted demand for aggregates (sand and gravel) over this period. Doing so will ensure that the Plan is robust and can help maintain a 'steady and adequate' supply of aggregates and meet the relevant 'tests of soundness' as set out in the National Planning Policy Framework.

There are two main parts of this consultation on which you are invited to comment: the first are the revised Plan policies, their supporting text and the wider Plan evidence base in the draft Replacement Minerals Local Plan. The second is the site assessment report which contains the 52 candidate sites. The suitability of each has been assessed by independent consultants.

At this stage we have not identified what sites we want to see included in the final Plan. 'Preferred Sites' for allocation will be chosen once the comments received from this consultation have been fully considered.

Full details of this consultation, all related documents and how to respond can be found on the Essex County Council website at www.essex.gov.uk/minerals-review
Free internet access is available at Essex libraries.

Responses to this consultation should be made by 5pm on 19 March 2024.

All comments submitted to this consultation will be available to view online on our consultation portal, including those submitted through non-electronic means. Please note that there will likely be a delay in being able to view consultation responses submitted which, depending on the timing and volume of submissions, may extend to after the consultation period has closed.

Information will be published in accordance with the requirements of the Freedom of Information Act, The General Data Protection Regulation and ECC's own privacy notice.

If you have any queries, please contact us via the email below.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Richard Greaves', written in a cursive style.

Richard Greaves
Chief Planning Officer, County Planning
Email: mandwpolicy@essex.gov.uk

Report to Planning and Highways committee

05/03/2024/ KW

CHP – Maintenance at Watchhouse Shops

Members to review the maintenance schedule provided by CHP below and resolve if a recommendation will be made to Full Council to formally take this over.

CHP have confirmed that not everything detailed below will apply to the shop area but feel this is the best they can provide in terms of a schedule of services, the team currently provide. CHP inform that there is no specific/separate maintenance schedule for the shop area as it's all managed under the same budget.

CHP check all communal areas and carry out any work needed once a month (subject to weather and bank holidays).

Between April – October at each visit:

Cut the grass when needed – please note cut grass is not removed and areas where there are bulbs planted won't be cut until June

Remove weeds or treat with herbicide where necessary

Maintain shrub beds

Trim hedges minimum of twice per year

Between November - March these activities will take place

Edging of paths/grass areas

Clear car parks of debris

Major pruning of shrub beds and hedges

Clearance of leaves and moss