

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 2 April 2024** at 7.00pm for the purpose of transacting the following business.

K Wilde  
Mrs Kelly Wilde  
Clerk to Galleywood Parish Council  
25 March 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.

**PH24-540 Apologies and Reasons for Absence**

To receive and approve apologies and reasons for absence.

**PH24-541 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.

**PH24-542 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.

**PH24-543 Confirmation of Minutes**

To agree and sign the minutes of the meeting held on 5 March 2024 as a true and accurate account of the proceedings of the meeting. **(herewith)**

**PH24-544 The Clerk's Report**

To receive and note the Clerk's report as provided. **(herewith)**

**PH24-545 Planning Applications**

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

- a. **24/00231/FUL** - 36 Roughtons Galleywood Chelmsford Essex  
New pitched roof to front of property. Single storey rear extension and two storey side extension.  
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S8QH3IBRHRO00>
- b. **24/00291/FUL** - 6 Walters Close Galleywood Chelmsford CM2 8NU  
Single storey rear extension and porch to side elevation. Addition of roof lights  
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S99C4ABRI3O00>

- c. **24/00273/FUL** - 3 Pyne Gate Galleywood Chelmsford Essex  
Single storey rear extension  
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S9414RBRHZX00>
- d. **23/01653/FUL** - Unit And Yard 8 At Five Tree Works Bakers Lane Galleywood  
Part-retrospective change of use from open storage and business to mixed-use storage, distribution, and the provision of education for crane operation training, inclusive of the siting of a tower crane.  
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S2M7RPBRM8B00>
- e. **24/00328/FUL** - 7 Ponds Road Galleywood Chelmsford Essex  
Proposed Garage Conversion  
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S90FVWBRICH00>
- f. **24/00252/FUL** - Great Baddow High School Duffield Road Great Baddow Chelmsford  
Construction of an artificial turf pitch and sports pavilion with associated works including lighting, fencing and hard and soft landscaping. Siting of a storage container.  
Click to View - <https://publicaccess.chelmsford.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S8WL5YBRHWRO0>

**PH24-546 Planning Decisions - Chelmsford City Council**

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

- a. **24/00058/FUL** - Pipers Tye, Carne  
Single storey rear extension to existing annex. **Refused**
- b. **24/00056/FUL** – 14 Skinners Lane, Galleywood  
Two storey rear extension. **Granted**

**PH24-547 Planning Enforcement Notices**

To note the report provided.

**(herewith)**

The next Planning and Highways Committee is on Tuesday 7 May 2024 at 7.00pm



**MINUTES OF THE PLANNING AND HIGHWAYS COMMITTEE MEETING**  
**HELD AT THE KEENE HALL – LODGE ROOM – GALLEYWOOD**  
**ON TUESDAY 5 MARCH 2024 at 7.00pm**

**Present:**

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

In attendance: Clerk

Malcolm Stuart – TEG

**PH24-527 Apologies and Reasons for Absence**

**RESOLVED** that an apology of absence was received and accepted from Councillors: G Smith and B Woolward.

**PH24-528 Declaring of Interests and Dispensations**

There were none.

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

There were none.

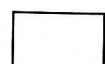
**PH24-530 Confirmation of Minutes**

**RESOLVED** that the minutes of the meeting held on 6 February 2024 were a true and accurate account of the proceedings of the meeting and were signed by the Chairman.

**PH24-531 The Clerk's Report**

Members received and noted Clerk's report on:

- **Parish Map**  
Cllr AM agreed to forward the finalised map to Clerk by 04.03.2024 – still awaiting
- **CHP**  
Communication sent to Customer Service Director to raise concerns of H&S issues and ascertain number of accidents over the last 3-5 years at Watchouse shops. Awaiting response, which has been chased regularly.  
**Action:** Clerk to request CHP communicate and provide a report due to H&S concerns raised.
- **23/01653/FUL - Unit and Yard 8 At Five Tree Works Bakers Lane**  
Communication sent to residents to advise that the submission date has been moved to the 6 March. The Parish Council will now discuss this matter at their 2 April meeting.
- **22/00397/OUT | Land North of Galleywood Reservoir Beehive Lane Galleywood Chelmsford**  
Communication sent to residents to advise that only outline planning permission has been granted, so an application for Reserved Matters (landscaping) is still needed before work can commence. The Parish Council and local residents would be consulted in the usual way when an application has been received.
- **Saturday Councillor Surgery - February**  
Communication sent to residents and site visits taken place with ECC Cllr AM to ascertain action needed.



**PH24-532 The Spinney – TEG**

Members considered the report provided by TEG and discussed with Malcolm Stuart the proposals for preliminary work at The Spinney.

**RESOLVED** that a recommendation would be made to Full Council to allocate £150 to TEG to allow for an inspection to be conducted in May 2024 and findings to be reported back to this committee on 02 June 2024.

**PH24-533 Planning Applications**

Members considered 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.  
**RESOLVED** that Galleywood Parish Council has no objection to this application. Suitable treatment be given to the side dormer window.
- b. **24/00056/FUL** - 14 Skinners Lane Galleywood Chelmsford Essex  
Two storey rear extension.  
**RESOLVED** that Galleywood Parish Council has no objection to this application.
- 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 .  
**RESOLVED** that Galleywood Parish Council have the following concerns with this application:
- The proposed development would have an adverse landscape and visual impact especially on the natural and historic environment.
  - There would be increased articulated vehicle traffic and strain on local infrastructure.
  - The development could lead to increased traffic congestion on A12 and A130, pollution and negatively affect the quality of life for nearby residents.
  - The design scale and massing are unacceptable.
  - Requests a height restriction is imposed to reduce visibility from surrounding areas and reduce light pollution.
  - Bus route integration needed to and from the development.
  - Cycle route integration needed with Great Baddow
  - Increased integration needed with existing footpaths to Great Baddow
- d. **24/00116/FUL** - 2 Skinners Lane Galleywood Chelmsford Essex  
Retrospective application for replacement of brick wall with a wooden fence.  
**RESOLVED** that Galleywood Parish Council has no objection to this application.
- 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.

**RESOLVED** that Galleywood Parish Council object to retrospective application for the display of an internal TV screen in the window and external illuminated display sign on the front and side elevations, for the following reasons:

- This is not a retail business.
- The position and location of the business sits on both a busy main road/bus route and lane.
- Signage will be overseen by residents in Watchouse Road, Skinners Lane and Well Lane.

The Council is disappointed to note that tree(s) have been removed from the side of this property.

**PH24-534 Planning Decisions - Chelmsford City Council**

Members noted 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**

Members noted 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 two semi-detached dwellings.

**PH24-536 Planning Enforcement Notices**

Members noted the January report provided.

**PH24-537 South Essex Parking Partnership (SEPP)**

Members noted the January and February reports provided.

**PH24-538 Essex Minerals Local Plan Review public consultation**

Members noted the public consultation closes on 19 March 2024.

**RESOLVED** that no comment would be made.

**PH24-539 CHP - Watchouse shops**

Members reviewed the maintenance plan provided.

**RESOLVED** that the committee would defer and review options at a later stage.

There being no further public business to be transacted, the Chairman closed the meeting at 8.13pm

Signed Chairman .....

Dated .....



Clerk's Report Planning and Highways Committee 2 April 2024				
Meeting Date	Agenda Item	Item	Action Taken and Outcome	Date note closed
		Parish Map	Cllr AM agreed to forward the finalised map to Clerk by 04.03.2024 – Still outstanding	
		CHP – Pavements at Watchouse 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.  06.03.2024 Communication sent to CHP to request communication and provide a report due to H&S concerns raised. Acknowledgement has been received, awaiting report which has been chased regularly.	
Highway Maintenance Reports – can be viewed on <a href="#">365</a> Chelmsford City Council Enforcement Notices – can be viewed on <a href="#">365</a>				

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## **Report to Planning Committee**

**KW/2024 04 02**

In June 2023 Members requested the Clerk bring to City Councils attention that it had been noted that the planning conditions had not been met for 22/00297/ENFB (current cases)

Members wanted it noted that they were positive to the change of use of from pub to restaurant at The Eagle Public House, however they had concerns that the planning conditions had not been met.

### **CCC Response**

Our current enforcement investigation into the lack of compliance with condition 11 (requiring enhancement works) is currently ongoing. We were recently in contact with the developers planning agent who advised that they would be completing the works within 28 days. We visited this week but the works had not been done. We will now look at whether it is expedient to serve a Breach of Condition Notice. The 28 days elapsed on 14 June and the enforcement officer advised they would visit the site during the week commencing 19 June.

Following a discussion and with particular regard to the heritage impacts of the breach, we consider that formal enforcement action would be expedient in this instance. We intend to commence this process by issuing a Planning Contravention Notice on the owner of the pub. This will likely be followed by an Enforcement Notice alleging a Breach of Condition.

### **Jan 2024 – Clerk contacted CCC:**

I notice on the enforcement notice monthly reports that we received, that notice has been served in respect to this breach. Could you advise me what the next process is, just so that I can keep members updated.

### **CCC Response**

At the end of last year, the Enforcement Team served a Planning Contravention Notice to obtain further information regarding several breaches of planning control at the premises. Following this, it was requested that a planning application be made for the change of use of the pub to a restaurant; this has not yet been received.

We also requested that the outstanding actions required by Condition 11 (enhancement works) of permission 20/01100/FUL was implemented by 31 January, however this has not been done. Having sought advice from our legal team, we have been advised against commencing formal enforcement action at this time. Consequently, we do not intend to pursue this matter.

**Feb 2024 – Clerk contacted CCC:**

Just so that I understand fully, is there a cut of date of when a planning application must be received by for the change of use? Are you able to ask the legal team if they would also advise against commencing formal enforcement if this isn't received either?

**CCC Response**

We requested an application was made by the start of February; however, this was not received. To determine whether it would be expedient to serve a notice, we have assessed the likelihood of planning permission being granted for the change of use, and we consider it to be very likely. In this instance, it would not be proportionate to take formal enforcement action should an application not be received. We are currently reviewing this matter and I will provide a further update shortly.

The Council do not intend to take any further action regarding the change of use of the building, as the use is unlikely to be contrary to local policy.

We are still pursuing the removal of the shipping container stored to the rear of the site however, and it is likely we will serve an Enforcement Notice in relation to this. I will provide a further update in due course.

**Mar 2024**

Enforcement notice reports for February and March have not been received from CCC as at the time of this report.