

Galleywood Parish Council



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

You are hereby summoned to attend a **Planning and Highways Meeting** on Tuesday, **4 June 2024** at 7.00pm in Lodge Room, The Keene Hall, Watchouse Road, Galleywood CM2 8PT for the purpose of transacting the following business. Members of the press and public are welcome to attend.

K Wilde
Mrs Kelly Wilde
Clerk to Galleywood Parish Council
28 May 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.

- PH24-559 Apologies and Reasons for Absence**
To receive and approve apologies and reasons for absence.
- PH24-560 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.
- PH24-561 Public Participation Session with respect to items on the agenda**
To allow up to 15 minutes for members of the public to make representations.
- PH24-562 Confirmation of Minutes** (herewith)
To agree and sign the minutes of the meeting held on 7 May 2024.
- PH24-563 The Clerk's Report** (herewith)
To receive and note the Clerk's report as provided.
- PH24-564 Planning Applications**
To consider the following application(s) received from Chelmsford City Council and submit comments by return.
- a. **24/00654/FUL** - 9 The Limes Galleywood
Single storey rear extension
 - b. **24/05079/TPO** - 19 Rous Chase Galleywood Chelmsford Essex
Description of works: T17 Oak (T1 on map) - Reduce by up to 2.5 metres all over as previous, crown thin by max 25% and remove any deadwood. Reason: To promote good arboricultural practice and safeguard the existing tree.
 - c. **24/00699/FUL** 1 Chaplin Close Galleywood Chelmsford Essex
Description of works: Two storey rear extension.

- PH24-565 Planning Decisions - Chelmsford City Council**
Members to note the decision(s) of the following application(s):
- a. **24/05061/TPO** Footpath rear of Cannon Leys
G1 x 1 Blackthorn – reduce height by 4m max – Damage to property and dangerous. **Granted**
 - b. **24/00404/FUL** - Sheringham, Birches Walk, Galleywood
Garage conversion including raising roof, replacement of conservatory with habitable room, single storey extension replacing conservatory, new pergola structure and pitched roof detached garage **Granted**
 - c. **24/00260/FUL** – 8 Badgers Close
Single storey extension- **Granted**
 - d. **24/05068/TPO** - Lower Green, Willow Lodge
T2 - Willow Tree - Fell within 6 months and replant with suitable replacement **Granted**
- PH24-566 Planning Appeal Notifications – Chelmsford City Council**
Members to note the decision(s) of the following application(s):
- a. **23/00205/OUT** Land Adjacent Newells Slades
Lane Galleywood Outline planning application (all matters reserved) relating to the proposed erection of 2 to 4 self-build dwellings. **Appeal has been dismissed**
- PH24-567 Planning Enforcement Notices** (herewith)
To note the April report provided.
- PH24-568 South Essex Parking Partnership (SEPP)** (herewith)
To note the April report provided.
- PH24-569 Public consultation 2024 – Review of the Local Plan**
To note that CCC is at the next stage in the Review of the Chelmsford Local Plan and is to consult on the Preferred Options Local Plan (Regulation 18). The consultation is open for comments from **10am on Wednesday 8 May 2024 to 4pm on Wednesday 19 June 2024**.
Read and comment on the documents at
www.chelmsford.gov.uk/planningpolicyconsult
All comments will be used to inform the next stage of the process, the Pre-Submission Local Plan. CCC plan to consult on this in 2025.
- PH24-570 Dog Bin** (herewith)
To consider report provided.
- PH24-571 Watchouse Shop area** (herewith)
To consider report provided.

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

GALLEYWOOD PARISH COUNCIL**MINUTES OF THE PLANNING AND HIGHWAYS MEETING****HELD AT THE KEENE HALL – LODGE ROOM – GALLEYWOOD****on Tuesday 7 May 2024 at 7.00pm****Formal acceptance will take place at the next Committee Meeting****Present:**

Councillors: G Bonnett, A McQuiggan (Chairman), N Paul, S Troop, and B Woolward
In attendance: Admin Assistant

PH24-548 Apologies and Reasons for Absence

RESOLVED that an apology of absence was received and accepted from
Councillor(s): Smith and Potter

PH24-549 Declaring of Interests and Dispensations

There were none.

PH24-550 Public Participation Session with respect to items on the agenda

There were none.

PH24-551 Confirmation of Minutes

RESOLVED that the minutes of the meeting held on 2 April 2024 were a true and accurate account were signed by the Chairman.

PH24-552 The Clerk's Report

Members noted the Clerk's report on:

- **Parish Map**
Cllr AM agreed to forward the finalised map to Clerk by 04.03.2024 – Still outstanding
- **CHP - Maintenance Watchhouse Shops**
On hold
- **Fly tipping – Signals Lane**
Public Health and Protection Services contacted to request that fly tipping notices be erected outlining the penalties.
- **Bus Stop – Barnard Road**
Further damage has occurred, with another panel being broken. This has been made safe and removed completely. The light is also not working inside the shelter. ECC recommend that this is checked and assess by a qualified electrician.
A full update on ECC tender for Bus Shelters and the process for requesting new or replacement bus shelters will be received in the coming weeks.
Action: To await ECC processes
- **Planning Enforcement**
Contacted the team to pursue matters further in relation to 22/00297/ENFB. CCC have advised, as the use of the building is unlikely to be contrary to local planning policy, it would not be in the public interest, nor proportionate, to



commence formal enforcement action. As such, they will not be pursuing this matter. However, the enforcement case remains open, pursuing the removal of the storage container.

Action: Councillors to visit the site to ascertain outstanding issues.

- **Delegated Authority**

Planning Application 24/00260/FUL 8 Badgers Close Galleywood

Comments of no objection were submitted to CCC on 30.04.2024.

PH24-553 Planning Applications

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

- 24/05061/TPO** - Galleywood Footpath Rear of Cannon Leys Galleywood
G1 x1 blackthorn - Reduce height by 4m max - Damage to property and dangerous.
RESOLVED that Galleywood Parish Council has no objection to this application.
- 24/05068/TPO** - Willow Lodge, Lower Green Galleywood Chelmsford
T2 - Willow Tree - Fell within 6 months and replant with suitable replacement.
RESOLVED that Galleywood Parish Council has no objection to this application.
- 24/00575/LBC** - 27 The Street Galleywood Chelmsford Essex
Description of works: Reduce width of ground floor bathroom window. Form new external doorway. Reconfigure bathroom area.
RESOLVED that Galleywood Parish Council has no objection to this application.

PH24-554 Planning Decisions - Chelmsford City Council

Members noted the decision(s) of the following application(s):

- 24/00178/FUL** - 8 Rignals Lane
Single storey rear extension pitched roof side dormer and replacement front windows and new front canopy. **Granted.**
- 23/01653/FUL** - Unit and Yard 8 At Five Tree Works Bakers Lane Retrospective change of use from storage and distribution (Use Class B8) to mixed-use storage and distribution (Use Class B8) and provision of education (Use Class F1(a)).
Refused.
- 24/00116/FUL** - 2 Skinners Lane
Retrospective application for replacement of brick wall with a wooden fence.
Granted.
- 24/00171/ADV** - 2 Skinners Lane,
Retrospective application for the display of an internal TV screen in the window and external illuminated display sign on the front and side elevations. **Granted.**
- 24/00291/FUL** - 6 Walters Close
Single storey rear extension and porch to side elevation. Addition of roof lights.
Granted.
- 24/00273/FUL** - 3 Pyne Gate
Single storey rear extension. **Granted.**

PH24-555 Planning Enforcement Notices

Members noted the report provided.

PH24-556 South Essex Parking Partnership (SEPP)

- a. Members noted the March 2024 report provided
- b. Members noted THE ESSEX COUNTY COUNCIL (CHELMSFORD CITY) (PROHIBITION OF WAITING, LOADING AND STOPPING) AND (ON-STREET PARKING PLACES) (CIVIL ENFORCEMENT AREA) (AMENDMENT NO.56) ORDER 2024 had been made and a Public Notice will appear in the Essex Chronicle on Thursday 25th April 2024. The Order will come into effect on Monday 27th May 2024.

PH24-557 Public consultation 2024 - Norwich to Tilbury

Members noted the statutory public consultation on proposals for Norwich to Tilbury will run for 10 weeks from Wednesday 10 April, closing at midnight on Tuesday 18 June 2024.

Action: Councillors encouraged to comment individually.

PH24-558 Dog Bin

Members considered a resident request for a dog bin to be placed at Footpath 76, Signals Lane.

RESOLVED that:

- a. CCC/Councillors to monitor and report on usage of dog bin 3, for next 4 weeks.
- b. Cost be sought to relocate existing dog bin 3, at Pavitt Meadow/Ponds Road
- c. Cost be sought to purchase a new dog bin

There being no further public business to be transacted, the Chairman closed the meeting at 7.18pm

Signed Chairman

Dated

Clerk's Report Planning and Highways Committee 4 June 2024		
Item	Action Taken and Outcome	Date note closed
Parish Map	Clr AM agreed to forward the finalised map to Clerk by 04.03.2024 – Still outstanding	
CHP - Maintenance Watchhouse Shops	See agenda 24-571	
Bus Stop – Barnard Road	A full update on ECC tender for Bus Shelters and the process for requesting new or replacement bus shelters will be received in the coming weeks. – Still awaiting	
The Spinney	TEG have advised that they had planned to inspect the dipping platform this in May but the water table is still too high to get access. They will continue to keep an eye on it and arrange an inspection as soon as possible.	
Dog Bin	see agenda 24-570	
ECC Salt Bag Scheme	24.05.24 requested Salt to be delivered later in the year. A one tonne wrapped pallet made up of individual 25kg bags for use by the community on the local highway. See free Support Pack https://www.essexhighways.org/salt-bag-partnership	

Highway Maintenance Reports – can be viewed on [365](#) Chelmsford City Council Enforcement Notices – can be viewed on [365](#)

24-563

PH24-567

Enforcement Cases Closed

Cases Closed between 01/04/2024 and 02/05/2024

Case No	Received	Nature of alleged breach & Address	Date Closed
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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 17/04/2024 22/01332/FUL at 2 Skinners Lane Galleywood Chelmsford Essex CM2 8RH	
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Planning permission has been granted for the development that has taken place. As such no further enforcement action will be taken in this matter.

Current Complaints Under Investigation

Enforcement Cases received before 01/4/2024 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/Investigati on 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 Issued Galleywood Chelmsford CM2 7SX	Notice
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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
Pending area at Baddow Park Mushroom Farm West Hanningfield Road Great Baddow Chelmsford Essex CM2
Consideration 7SY

An investigation has been undertaken and it is not in the public interest to pursue further enforcement action in this matter. This case will therefore be closed

22/00297/ENFB

07/09/2022 Change of use of pub to restaurant at The Eagle Public House Stock Road Galleywood Chelmsford
Issued Essex CM2 8PS

Notice

23/00172/ENFB

22/06/2023 Construction of a roof dormer; erection of a gate at 2 Brook Lane Galleywood Chelmsford CM2 8NJ

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

New Complaints Received

Cases received by Parish between 01/04/2024 and 02/05/2024

No Complaints received.



Basildon Council
BASILDON • BILLERICAY • WICKFORD



BRENTWOOD
BOROUGH COUNCIL



Chelmsford
City Council

MALDON
DISTRICT
COUNCIL



Rochford
District Council

CHELMSFORD MONTHLY REPORT – APRIL 2024

Date: 01/05/2024

Technician: Rachel Andras &
Carmel Purcell

NEW REQUESTS FOR PARKING RESTRICTIONS

Road	Town	Date	Request
Mandeville Way (SEPP2816)	Broomfield	28/04/2024	Amend SYL times.
Baddow Road (SEPP 2814)	Great Baddow	18/04/2024	RP scheme in unrestricted bays. Application form sent to Customer.
Hullbridge Road (SEPP2815)	South Woodham Ferrers	17/04/2024	SYL from Clements Green Lane to The Laurels.
Trinity Road (SEPP2811)	Chelmsford	04/04/2024	Amend RP. Application form sent to Customer.

TRO ASSESSMENTS

Paper Mill Lock (SEPP 2803)	Little Baddow	DYL	Assessment in progress.
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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	
	Pentland Avenue & Nalla Gardens	Chelmsford	DYL (JPM)	

	White Mead	Broomfield	DYL (JPM)	Traffic Regulation Order scheduled to become operational on Monday 27 th May 2024.
	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 20			
Road	Town	Request	Status
Searle Crescent	Broomfield	Replace Permit Entry Signs	Completed
Van Diemens Road	Chelmsford	Replace Permit Signs in Layby (Odds)	Completed
Butts Lane	Danbury	Refresh Lines & Signs	Job Pack sent to Contactor
North Hill (Papermill Lock)	Little Baddow	Refresh Lines	Preparing Job Pack

SUNDRY		
Road	Town	Info

Report to Galleywood Parish Council – Planning committee

KW/2024 06 04

Dog Bin

To consider if a dog bin will be relocated or a new bin purchased.

Members requested the clerk sought prices to relocate the current dog bin number 3, situated at Pavitt Meadow to nearer Footpath 76, Rignals lane. And also costs for a new additional bin.

CCC advised that they cannot monitor the bin usage, and only make notes if complaints are received of overflowing bins (of which there have been none).

CCC have advised that the lead time to relocate or install new will be between 1- 2 months. Costs below have been provided as follows:

Relocate

Relocation fee of £65 +vat.

New Purchase

Cost of Bin Supply £235 + vat.

Installation £65 + vat.

Yearly charge of £100 + vat for collection.

Clerks comments

CCC have suggested that the Parish Council may wish to consult residents on social media to gauge the need, prior to deciding. This could be actioned through the 'we're from Galleywood' facebook page.

Report to Galleywood Parish Council – Planning committee

KW/2024 06 04

Watchhouse Shop area

To consider if a recommendation will be made to Full Council to formally take over the maintenance of Watchhouse Shop garden area.

Members requested the clerk raise health and safety concerns with CHP prior to this consideration.

The surveyor from CHP has advised that their contractor finished on site on 22 May 2024 and all H&S risks have been removed.

CHP have agreed that their measure of quality centres around customer feedback.

Should they receive positive feedback from residents and members of the local community, then this helps to inform them that the service being provided is to a good standard, no feedback would suggest the service is ok and negative feedback would suggest the service is poor.

With this in mind, CHP would suggest that the Parish Council outline their plans for the area to enable them to agree timescales for review where we can assess any customer feedback received to establish quality.

CHP advised they would be happy to meet to talk through their thinking if this would help. The clerk has requested CHP attend this meeting to discuss further - awaiting response.

Clerks Comments

Council have set no budget for the maintenance of Watchhouse shops