

Galleywood Parish Council



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

You are hereby summoned to attend a **Planning and Highways Meeting** on Tuesday, 7 **January 2025** at 7.00pm in Lodge Room, The Keene Hall, Watchhouse 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
19 December 2024

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

PLANNING AND HIGHWAYS COMMITTEE

A G E N D A

This meeting will be recorded.

- PH25-626 Apologies and Reasons for Absence**
To receive and approve apologies and reasons for absence.
- PH25-627 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.
- PH25-628 Public Participation Session with respect to items on the agenda**
To allow up to 15 minutes for members of the public to make representations.
- PH25-629 Confirmation of Minutes** (herewith)
To agree and sign the minutes of the meeting held on 3 December 2024.
- PH25-630 The Clerk's Report** (herewith)
To receive and note the Clerk's report as provided.
- PH25-631 Action Plan** (herewith)
To consider and discuss items from the report provided.
- PH25-632 Planning Applications**
To consider the following application(s) received from Chelmsford City Council and submit comments by return.
- a. **24/01572/FUL** - 153 Keene Way Galleywood Chelmsford
Retrospective application for garage conversion and extension, with extension to existing highway crossover. Proposed new roof to existing conservatory.
[Application details](#)

- b. **24/05254/TP0** - Galleywood MOT Service and Repair Centre Barnard Road (herewith)
Galleywood Chelmsford
T1 Oak - Located behind Galleywood Mot Center- 2-3m canopy, re pollard back to
previous pruning points. Reason: So, foliage is not blocking the gutters with
leaves. [Application details](#)
- c. **24/01657/FUL** - Poolman Ltd Bakers Lane West Hanningfield Chelmsford CM2
8LD
Change of use from Commercial Industrial to flexible business uses (Use Classes
E(g) and Storage (B8). [Application details](#)

The next Planning and Highways Committee is on:
Tuesday 4 February 2025 at 7.00pm

GALLEYWOOD PARISH COUNCIL
MINUTES OF THE PLANNING AND HIGHWAYS MEETING
HELD AT THE KEENE HALL – LODGE ROOM – GALLEYWOOD
on Tuesday 3 December 2024 at 7.00pm
Formal acceptance will take place at the next Committee Meeting

Present:

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

- PH24-615 Apologies and Reasons for Absence**
RESOLVED that an apology for absence be accepted for Cllr(s): B Woolward and J Turkentine.
- PH24-616 Declaring of Interests and Dispensations**
 There were none.
- PH24-617 Public Participation Session with respect to items on the agenda**
 There were no members of the public.
- PH24-618 Confirmation of Minutes**
RESOLVED that the minutes of the meeting held on 5 November 2024 were a true and accurate account were signed by the Chairman.
- PH24-619 The Clerk's Report**
 Members noted the Clerk's report on:
- **Parish Map**
 Awaiting response from Cllr AM re:Heritage House (Publishers) Ltd.
 - **The Spinney**
 Independent survey booked to take place by Timberwise awaiting report
 - **Land north of Galleywood Reservoir**
 residents advised of comments submitted to CCC
 - **Tower Crane**
 resident advised of update provided by CCC
 - **Deadmans Lane**
 Requested ECC Cllr AM support the Parish Council and request a speed review/study submission to ECC. Liaised with resident and ECC Cllr AM
 - **Walkabout around Parish**
 Provided ECC Cllr AM information to prioritise under the member lead scheme.
 - **Watchhouse Shop Maintenance**
 CHP confirmed that they are happy for Council to help maintain the planting area. Posters advertised on Facebook and noticeboards to gauge interest for help with this. One response received.
Action: readvertise on social media and within the Grapevine in spring 2025



PH24-620 Action Plan

Members considered items to be focused on for the remainder of 2024/2025 for this committee and noted the current positions of:

Road Safety – Provide Safer Roads and Improve Footpaths – Identify issues and potential solutions

Environmental - Improve Street Scene - Maintain and improve Parish Land

It was noted that an independent survey had been requested from Timberwise and TEG and would be shared at a future meeting, once received.

The Spinney would continue to be reviewed by TEG and members.

Engagement - Communicate with Local shops/businesses and CHP – Revive the central garden area

Any actions/resolutions?

RESOLVED that the Council will readvertise to gauge further interest.

PH24-621 Planning Applications

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

a. 24/01511/FUL 3 Badgers Close

Proposed Single and two-storey front extensions

RESOLVED that Galleywood Parish Council had no objections to this planning application.

b. 24/01470/FUL 19 Watchouse Road

Installation of air source heat pump

RESOLVED that Galleywood Parish Council had no objections to this planning application but concerns that noise levels are compliant with regulations.

PH24-622 Planning Decisions - Chelmsford City Council

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

a. 24/05201/TPO 2 Rous Chase

T18 Oak (T1 on map) - Reduce the height and spread of the tree by up to 2.0-2.5

Granted

b. 24/01335/FUL 471 Beehive Lane

Single-storey rear extension

Granted

PH24-623 Parking Issues on Beehive Lane

Members considered the communication received from a resident.

RESOLVED that the Parish Council would take no action at this time. It was noted that both the Cabinet Member for Highways, Infrastructure and Sustainable Transport and ECC McQuiggan had been in communication with the resident.

PH24-624 Planning Enforcement Notices

Members noted the report provided.

PH24-625 South Essex Parking Partnership (SEPP)

Members noted the report(s) provided.

There being no further public business to be transacted, the Chairman closed the meeting at 7.30pm

Signed Chairman

Dated

Clerk's Report Planning and Highways Committee 7 January 2025		
Item	Action Taken and Outcome	Date note closed
South Essex Parking Partnership	Members can view internally on 365 SEPP	ongoing
Highways Maintenance Reports	Members can view internally on 365 Correspondence Log.xlsx	ongoing
Chelmsford City Council Enforcement Notices	Members can view internally on 365 Planning Enforcements - CCC	ongoing
Parish Map	Awaiting response from Cllr AM re :Heritage House (Publishers) Ltd.	To be discussed
The Spinney	Timberwise Independent inspection report and TEG report shared with Full Council on 19 Dec 2024	What was the outcome??
Watchouse Shop Maintenance	Posters re-advertised on Facebook and noticeboards to gauge interest for help with this.	

As agreed at Full Council 18 July 2024

24-631

ACTION PLAN 2024-2025 - (Financial Year not Calendar Year)

GPC - Galleywood Parish Council, ECC - Essex County Council, LHP - Local Highways Panel, CCC - Chelmsford City Council, CHP - Chelmer Housing Partnership

Priority	Committee	SUBJECT : OBJECTIVE	STRATEGY	ACTION	OUTCOME	Notes	Cost 2024-25	Cost 2025-26	Cost 2026-27	End date
		ROAD SAFETY: OBJECTIVE To make improvements and provide safer roads and footpaths in a number of identified areas of Galleywood								
	P&H		Improve footpaths	pavements and roads - identify issues and potential solutions. Maintain pressure to improve surfaces, areas of concern are monitored and reported to the appropriate agencies	Improved footpaths	Walkabout took place in Mar 2023. This was revisited in Oct 2024. Current problems reported to ECC Cllr AM	£0.00	£0.00	£0.00	ONGOING
		ENVIRONMENTAL ISSUES : OBJECTIVE Galleywood Parish Council will seek to improve the environment and facilites in the village.								
	P&H		to improve the street scene	To maintain and improve the parish land at The Spinney. Annual clearing of vegetation to take place by TEG.Regular review of the condition of the dipping platforms and walkways by Cllrs and TEG.	Keep the village looking clean and tidy	TEG and Cllrs are reviewing dipping platform weekly				
		ENGAGEMENT : OBJECTIVE To strive constantly to improve engagement across the parish.								
	P&H		Communicate with Local shops, businesses and CHP	Work with CHP to revive the central garden community area.	provide a better shopping experience	Oct 2024 CHP agreed for Council to assist in the upkeep of the garden area. Advertised to guage support for WP to be established	£0.00	£0.00	£0.00	

Consultation on Planning Application

From: Planning & Development Management, Chelmsford Borough Council

To: Galleywood Parish Council

Date: 18th December 2024

Application Number

24/01657/FUL

Address

Poolman Ltd
Bakers Lane
West Hanningfield
Chelmsford
Essex
CM2 8LD

Proposal

Change of use from Commercial Industrial to flexible business uses (Use Classes E(g) and Storage (B8)).

Case Officer

Allocated

We have received the above application, although this site does not lie within your Parish, I am consulting you due to its close proximity to the boundary.

For your information and comments the above application is available to view on Chelmsford City Council Consultee Access. Please click the link below to login and submit your comments.

[Consultee Access](#)

Please return your comments to us by **8th January 2025**.

PLEASE NOTE: This office will close at 2.30pm on Tuesday 24th December 2024 and will reopen at 8:45am on Thursday 2nd January 2025. The time allowed for comments to be received has been extended to allow for this; therefore, comments will be accepted until 17th January 2025.

