

**GALLEYWOOD PARISH COUNCIL**  
**MINUTES OF THE PLANNING AND HIGHWAYS MEETING**  
**HELD AT THE KEENE HALL – LODGE ROOM – GALLEYWOOD**  
**on Tuesday 7 January 2025 at 7.00pm**  
**Formal acceptance will take place at the next Committee Meeting**

**Present:**

Councillors: G Bonnett, A McQuiggan (Chairman), N Paul, J Potter and J Turkentine  
In attendance: Clerk

Prior to the start of this meeting, the Chairman wished to express the gratitude of this committee and of the Council of the dedication given by Wendy Cummins and Artin Cornish who had both sadly passed away.

**PH25-626 Apologies and Reasons for Absence**

**RESOLVED** that an apology for absence be accepted for Cllr(s): S Troop and B Woolward.

**PH25-627 Declaring of Interests and Dispensations**

There were none.

**PH25-628 Public Participation Session with respect to items on the agenda**

There were no members of the public.

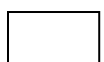
**PH25-629 Confirmation of Minutes**

**RESOLVED** that the minutes of the meeting held on 3 December 2024 were a true and accurate account were signed by the Chairman.

**PH25-630 The Clerk's Report**

Members noted the Clerk's report on:

- **South Essex Parking Partnership**  
Members can view internally on 365 - [SEPP](#)
- **Highways Maintenance Reports**  
Members can view internally on 365 - [Correspondence Log.xlsx](#)
- **Chelmsford City Council Enforcement Notices**  
Members can view internally on 365 - [Planning Enforcements - CCC](#)
- **Parish Map**  
Cllr AM to meet with Clerk to discuss
- **The Spinney**  
Timberwise Independent inspection report and TEG report shared with Full Council on 19 Dec 2024
- **Watchhouse Shop Maintenance**  
Posters re-advertised on Facebook and noticeboards to gauge further interest for help with this.
- **Street Cleaning**



Chelmsford City Council have confirmed that they are responsible for the cleaning and maintenance of the pedestrian disabled ramp at Watchhouse shops, which is an adopted highway. Waste has been collected and vegetation will be removed in January 2025.

**PH25-631 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 – Identifying issues and potential solutions.

It was noted that ECC Cllr McQuiggan will receive feedback in January, establishing if footpath 76 funding has been resurrected.

Environmental - Improve Street Scene - Maintain and improve Parish Land.

It was noted that Full Council had resolved at the meeting held on the 19 December 2024 that the additional observations made within the Timberwise report would be shared with TEG.

**Action:** Clerk to request a quote from TEG to complete the additional observations works stipulated by Timberwise.

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

It was noted that the Council had readvertise to gauge further interest.

**PH25-632 Planning Applications**

Members considered 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.  
**RESOLVED** that Galleywood Parish Council has no objections.
- b. **24/05254/TP0** - Galleywood MOT Service and Repair Centre Barnard Road Galleywood Chelmsford  
T1 Oak - Located behind Galleywood Mot Center- 2-3m canopy, re pollard back to previous pruning points. Reason: So, the foliage is not blocking the gutters with leaves.  
**RESOLVED** that Galleywood Parish Council has no objections.
- c. **24/01657/FUL** - Poolman Ltd Bakers Lane West Hanningfield Chelmsford  
Change of use from Commercial Industrial to flexible business uses (Use Classes E(g) and Storage (B8).  
**RESOLVED** that Galleywood Parish Council has concerns as they are aware of the adjacent residential properties of which one abuts this application. The use of this site must be commensurate with the proximity of the two residential properties either side.

There being no further public business to be transacted, the Chairman closed the meeting at 7.37pm

Signed Chairman .....

Dated .....