

# 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, 5 **November 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 October 2024

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

## PLANNING AND HIGHWAYS COMMITTEE

### A G E N D A

This meeting will be recorded.

- PH24-605 Apologies and Reasons for Absence**  
To receive and approve apologies and reasons for absence.
- PH24-606 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.
- PH24-607 Public Participation Session with respect to items on the agenda**  
To allow up to 15 minutes for members of the public to make representations.
- PH24-608 Confirmation of Minutes** (herewith)  
To agree and sign the minutes of the meeting held on 1 October 2024.
- PH24-609 The Spinney**  
Verbal update to be received from TEG.
- PH24-610 The Clerk's Report** (herewith)  
To receive and note the Clerk's report as provided.
- PH24-611 Action Plan** (herewith)  
To consider and discuss items from the report provided.
- PH24-612 Planning Applications**  
To consider the following application(s) received from Chelmsford City Council and submit comments by return.

- a. **24/01335/FUL** - 471 Beehive Lane Galleywood Chelmsford CM2 8RL  
Single storey rear extension  
[24/01335/FUL Application details](#)
- b. **24/05201/TPO** - 2 Rous Chase Galleywood Chelmsford Essex  
T18 Oak (T1 on map) - Reduce the height and spread of the tree by up to 2.0-2.5 metre.  
[24/05201/TPO Application details](#)
- c. **24/01093/REM** - Land North of Galleywood Reservoir Beehive Lane Galleywood Chelmsford  
Approval of reserved matters (landscaping) relating to 22/00397/OUT (Outline application for the construction of 24 new dwellings with associated parking and private amenity space. Access, appearance, layout and scale being sought. Landscaping a reserved matter.)  
[24/01093/REM Application details](#)
- d. **24/01440/FUL** Pavitt Meadow 29 Galleywood Chelmsford  
Proposed single storey rear extension replacing conservatory. Partial garage conversion  
[24/01440/FUL Application details](#)

**PH-613 Planning Decisions - Chelmsford City Council**

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

- a. **24/01240/FUL Brook Lane, 6**  
Proposed replacement single storey rear extension with skylights.  
**Granted**
- b. **24/01244/FUL Margaretting Road, Kessley**  
Raise roof to create first and second floor, single storey rear extensions, with internal alterations and additional fenestration.  
**Refused**

**PH24-614 South Essex Parking Partnership (SEPP)**  
To note the September report provided.

**(herewith)**

The next Planning and Highways Committee is on:  
Tuesday 3 December 2024 at 7.00pm

**GALLEYWOOD PARISH COUNCIL**  
**MINUTES OF THE PLANNING AND HIGHWAYS MEETING**  
**HELD AT THE KEENE HALL – LODGE ROOM – GALLEYWOOD**  
**on Tuesday 1 October 2024 at 7.00pm**  
**Formal acceptance will take place at the next Committee Meeting**

**Present:**

Councillors: A McQuiggan (Chairman), N Paul, S Troop, and B Woolward  
In attendance: Clerk

**PH24-593 Apologies and Reasons for Absence**

**RESOLVED** that an apology for absence be accepted for Cllr(s): G Bonnett and J Potter.

**PH24-594 Declaring of Interests and Dispensations**

There were none.

**PH24-595 Public Participation Session with respect to items on the agenda**

There were three members of the public who wished to address the committee in relation to agenda item 24-599b. Members listened to the concerns raised and agreed to take these into account when making comments to the planning authority.

**PH24-596 Confirmation of Minutes**

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

**On a proposal by the Chairman, it was RESOLVED to bring forward agenda item 24-599**

**PH24-599 Planning Applications**

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

**b. 24/01244/FUL Kessley, Margaretting Road**

Raise roof to create first and second floor, single storey rear extensions, with internal alterations and additional fenestration.

**RESOLVED** that Galleywood Parish Council strongly objects to this planning application. They endorse the comments made by the Heritage Officer and fully support the comments made by residents.

The objection is due to the following factors:

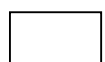
DM23 Bii – it is not compatible with the character and appearance of the area in terms of the scale and massing.

DM23 Biv- it does not have visually coherent elevations

DM25 – it does not provide Electric Vehicle charging point infrastructure

DM26 – it does not provide off street parking at a ratio of one space per bedroom

DM28 – the buildings visibility from longer range views does not contribute towards the skyline DM29i – it is overbearing and results in unacceptable overlooking.



Excessive noise activity and vehicle movements will be apparent due to the nature of the front access.

- It is out of character and would go against the spirit of the village design statement. (Character of the historic crossroads – Village center)
- There are concerns about the foundations and the services to the property and question if these would be sufficient for a new development and extended height.
- It does not give any due regard to the neighboring properties
- There has been no precedent set by raised roof lines in neighbours previous developments. In fact, evidence of refusals to raise the height of neighboring properties.
- The property is not empty as stated and is occupied at present

Enlarged Building – larger than the surrounding buildings dominating the historic corner

- Intrusive
- Bulky
- Large scale

Harm to the setting of: -

- Grade II - Eagle PH (1830s?)
- Former racecourse\*. (1759 - 1935.)
- Grade II - St Michaels and All Saints Church (1873)

\* Non-designated heritage assets of archaeological interest (such as the racecourse), which are demonstrably of equivalent significance to scheduled monuments, should be considered subject to the policies for designated heritage assets.

NPPF: 196c - ...the desirability of new development making a positive contribution to local character and distinctiveness

The Parish Council would also like CCC to note the following sections from NPPF: 196 - Plans should set out a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay, or other threats. This strategy should take into account:

- (a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation.
- (b) the wider social, cultural, economic, and environmental benefits that conservation of the historic environment can bring.
- (c) the desirability of new development making a positive contribution to local character and distinctiveness; and
- (d) opportunities to draw on the contribution made by the historic environment to the character of a place.

206 - Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification. Substantial harm to or loss of:

(a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional.

(b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II\* listed buildings, grade I and II\* registered parks and gardens, and World Heritage Sites, should be wholly exceptional 72.

207 - Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should

refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:

- (a) the nature of the heritage asset prevents all reasonable uses of the site; and
- (b) no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and
- (c) conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and
- (d) the harm or loss is outweighed by the benefit of bringing the site back into use.

**a. 24/01240/FUL 6 Brook Lane Galleywood**

Proposed replacement single storey rear extension with skylights.

**RESOLVED** that Galleywood Parish Council has concerns to this planning application as it has been noted that the house has already been extensively converted and is subject to 24/01198/CLOPUD

The Parish Council is aware that the house as currently built, now has more bedrooms and more volume than the out-of-date drawings presented in this application.

On the basis that this extension application was made to the as drawn Property, Parish Council would have no objection to the extension.

However, we are aware that this application is subject to 24/01198/CLOPUD and that this building work is nearly completed and not now as drawn in this application, therefore the bulk of the property with this extension if built would be excessive particularly if this facilitated the use as an HMO.

DM23 Bii – it is not compatible with the character and appearance of the area in terms of the scale and massing.

DM25 – it does not provide Electric Vehicle charging point infrastructure

DM26 – it does not provide off street parking at a ratio of one space per bedroom  
- it does not provide appropriate recycling and waste storage within the plot of the building.

DM29i – it is overbearing and results in unacceptable overlooking. Excessive noise activity and vehicle movements will be apparent due to the nature of the front access.

Please see our separate email comments on 24/01198/CLOPUD.

**Action:** Clerk to forward drafted comments to the Planning Authority in relation to 24/01198/CLOPUD.

**PH24-597 The Clerk's Report**

Members noted the Clerk's report on:

- **Parish Map**  
Cllr AM confirmed that this was complete and ready to forward to Clerk
- **The Spinney**  
TEG monitor the dipping platform weekly and will report back asap  
**Action:** Clerk to request a further update
- **Twitten Green**  
TEG have cut the hedge along the boundary and borders
- **CHP - Maintenance Watchhouse Shops**  
On hold

- **Relocation of Dog Bins**

Chelmsford City Council have relocated the bin at Pavitt Meadow to nearer footpath 76.

**PH24-598 Action Plan**

Members considered and discussed items from the report provided.

**RESOLVED** that an informal meeting to discuss a walkabout of the parish to assess pavements and footpaths, will be held for all members to attend.

**Action:** Clerk to arrange meeting

**PH24-600 Planning Decisions - Chelmsford City Council**

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

**24/01148/FUL** Three Chimneys

Construction of roofed garden pergola. **Granted**

**PH24-601 Planning Enforcement Notices**

Members noted the report provided.

**PH24-602 South Essex Parking Partnership (SEPP)**

Members noted the report provided.

**PH24-603 Street Naming and Numbering**

Members considered if further suggestions would be put forward for a new road name for the new development, north of Galleywood Reservoir.

**RESOLVED** that Lavina Mews would be suggested as their first preference:-

- “Lavinia” from Mrs Lavinia Keene a philanthropist who was well known in Galleywood and who owned the land and who gave the land for the building of the nearby Keene Hall that still bears her name.
- “Lavinia” to avoid confusion with Keene Way elsewhere in Galleywood.
- “Mews” in honour of the nearby racecourse and the association of the site with horses. (*...a group of stables, typically with rooms above, built round a yard or along an alley*). This describes the form of the development with a nod to the former use of the site as a yard by the Water Board.

**PH24-604 Consultation - Street Collections Policy**

Members considered providing comments or feedback to the revised policy.

**RESOLVED** that comments would not be made.

There being no further public business to be transacted, the Chairman closed the meeting at 8.07pm

Signed Chairman .....

Dated .....

Clerk's Report Planning and Highways Committee 5 November 2024		
Item	Action Taken and Outcome	Date note closed
Parish Map	Cllr AM forwarded the finalised map to Heritage House (Publishers) Ltd.	Awaiting updated draft
The Spinney	09.10.24 Requested an update from TEG – Agenda item	05.11.2024
Twitten Green	25.09.2024 TEG cut the hedge along the boundary and tidy up on the borders.	01.10.2024
Land off Lower Green	Resident correspondence received via Cllr regarding farmland south of Lower Green / Roots Allotments, they wanted to know if planning permission has been sought/is needed. 09.10.24 Planning Enforcement have advised the matter is currently being investigated and considered under planning enforcement case 24/00304/ENFB If any residents wish to directly receive an update (once matters have been reviewed), they are to submit a breach form on the CCC website ( <a href="https://www.chelmsford.gov.uk/report-a-breach">Report a breach of planning control (chelmsford.gov.uk)</a> ).	05.11.2024
Street Naming and Numbering	08.10.24 advised CCC that Lavina Mews would be suggested for the new development site on the land north of Galleywood Reservoir	05.11.2024
Walkabout around Parish	Meeting not required - 21.10.24 recirculated the 2024 spreadsheet to Cllrs to update with their findings	To be discussed
Watchhouse Shop Maintenance	07.10.2024 CHP advised the shop area is attended to around once per month with mulching being carried out over the winter months. They are not in a position to increase the level of service in this area as this would need to be funded. They do not receive any service charge income to maintain the shops and must prioritise paid for services. Any new shrub planting or other expense such as bark chippings would be dependent on other teams being able to provide a resource to cover this.	To be discussed

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

## Appendix 1

# Galleywood Parish Council

As agreed at Full Council 18 July 2024

### 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
		<b>ROAD SAFETY: OBJECTIVE</b> 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	Last walkabout took place in Spring 2023. Current problems to be reported to ECC Cllr AM	£0.00	£0.00	£0.00	ONGOING
		<b>ENVIRONMENTAL ISSUES : OBJECTIVE</b> Galleywood Parish Council will seek to improve the environment and facilities in								
	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				
		<b>ENGAGEMENT : OBJECTIVE</b> 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		£0.00	£0.00	£0.00	

Approved 20 October 2022



## CHELMSFORD MONTHLY REPORT – SEPTEMBER 2024

**Date:** 01/10/2024

**Technician:** Rachel Andras &  
Carmel Purcell

### NEW REQUESTS FOR PARKING RESTRICTIONS

Road	Town	Date	Request
Chelwater (SEPP2841)	Great Baddow	18/09/2024	Request for restrictions. Customer advised to complete application.
Charnwood Avenue (SEPP2842)	Chelmsford	24/09/2024	Request for RP. Customer advised to complete application.

### TRO ASSESSMENTS

Road	Town	Request	Status
Various Roads (SEPP2821)	Stock	Various restrictions	Assessment in progress
Finchley Avenue (SEPP2819)	Chelmsford	Amend RP	Assessment in progress
Moulsham Street (SEPP2817)	Chelmsford	RP	On Hold
Hullbridge Road (SEPP2815)	South Woodham Ferrers	SYL	Assessment in progress

### PARKING REVIEWS

Road	Town	Info	Status

### AWAITING TRO FUNDING

Road	Town	Scheme

TRAFFIC REGULATION ORDERS				
TRO Amendment No.	Road/ Location	Town	Description	Status
59	High Street	Great Baddow	DYL	Preparing TRO for Formal Advertisement
	New Road and Barclay Close	Great Baddow	RP Mon-Sat 10am-3pm	
	Nickleby Road	Chelmsford	DYL	
Temporary TRO	North Hill	Little Baddow	24 hour No Stopping Rural Clearway	Operational 21 <sup>st</sup> June 2024 and may continue in force for up to 18 months.

LINES AND SIGNS MAINTENANCE			
Batch 21 – Funding Approved			
Road	Town	Request	Status
Kings Road	Chelmsford	Refresh Lines	Complete
Maldon Road	Margaretting	Refresh DYL on bend near Parsonage Lane	Complete
Waveney Drive	Springfield	Refresh Permit Bays	Complete
Goodier Road	Chelmsford	Refresh DYL	Complete
Maldon Road	Great Baddow	Refresh Lines	On Hold – Resurfacing Dec 24
New London Road	Chelmsford	Refresh Kerb Markings o/s Fitness Superstore and Signs outside school	Complete
Tower Avenue	Chelmsford	Refresh Lines and Signs	Complete
Park Avenue	Chelmsford	Replace Permit signs	Funding approved
Moulsham Street	Chelmsford	Replace Faded Signs	Funding approved
Primrose Hill	Chelmsford	Relocate sign o/s no. 65-73	Funding approved
Samuel Parish Link, Wright Crescent, Ben Wilson Link, Alick Horsnel View, Robert McCarthy Place, William Gurton View, Grantham Drive, Beaulieu Park	Garden Community	Install additional Permit Repeater Signs	Funding approved
Ernest Webb Drive, Philip Whitehead Road, Albert Bausor Close	Garden Community	Install additional Permit Repeater Signs	Funding approved
Ernest Webb Drive, Philip Whitehead	Garden Community	Correct Signage	Funding approved

Road, Albert Bausor Close			
New Writtle Street	Chelmsford	Replace Faded Signs	Funding approved
Hamlet Road	Chelmsford	Replace Faded Signs	Funding approved
Rothsay Avenue	Chelmsford	Replace Faded Signs	Complete
Havencourt	Chelmsford	Replace No Loading Sign and refresh lines	Funding approved
Market Road	Chelmsford	Replace No loading Sign o/s County Hall	Funding approved
St Fabians Drive, Acres End, Canterbury Way and Lichfield Close	Chelmsford	Install additional Permit Repeater Signs	Funding approved
Broomfield Road, Victoria Road, Waterloo Lane, Coval Lane and Rainsford Road.	Chelmsford	Correct EV Bay Lines and Signs	Complete
Chichester Drive	Chelmsford	Refresh Lines and Signs	Funding approved
Searle Crescent	Broomfield	Install additional Permit Repeater Signs	Funding approved
Beeches Road	Chelmsford	Refresh Lines and Signs	Lining Complete
Rainsford Lane, Coval Lane, Alma Drive, Elgin Avenue and Prykes Drive	Chelmsford	Replace faded and/or damaged signs	Funding approved
Swan Lane	Stock	Refresh SKC	Funding approved
Springfield Park Road	Chelmsford	Replace RP signs	Added
St Johns Green	Writtle	Refresh Lines	Sent to Contractor
Moulsham Street	Chelmsford	Urgent Post & Sign Replacement	Sent to Contractor
Chelwater	Great Baddow	Check Lines & Signs	Added