



WRITTLE PARISH COUNCIL

Clerk to the Council – Laretta Fox
Parish Office, The Green, Writtle, Chelmsford, Essex CM1 3DT
Tel: 01245 420066 E-mail: clerk@writtlepc.com

**Councillors are summoned to attend a meeting of Writtle Parish Council
Planning and Development Committee which will be held in the Parish Office on
Monday, 15 April 2019 at 7.30pm.**

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The press and the public are cordially invited to attend

AGENDA

1. **Public Forum.** There will be 15 minutes available for public question time limited to 2 minutes maximum per person.
2. **Apologies for absence.** The Clerk to advise of apologies for absence.
3. **Minutes of the last meeting.** The Chairman to ask for a proposer and seconder to approve the minutes of the meeting held on 18 March, 2019 as a true and correct record.
4. **Declaration of Interests.** All members are reminded that they must disclose any interest that they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. They are also obliged to notify the Monitoring Officer of the interest within 28 days of the meeting, if they have not previously notified her of it.
5. **Progress check.** To discuss the updated actions report issued for the recent Parish Council meeting.
6. **Planning.** To consider the following planning applications on:
 - a. **16/00131/DOC/5** 27 March 2019. 16 Fox Burrows Lane, Writtle. Condition 6 - Proposed boundary treatment; Condition 7 - Details of the proposed cycle storage facility; Condition 20 - Details of hard and soft landscape works; Condition 25 - Details of all external lighting.
 - b. **19/00236/FUL** 20 March 2019. 4 Usborne Mews, Writtle. Part two storey, part single storey rear extension.
 - c. **19/00299/FUL** 27 March 2019. Robyns Nest, 44 The Green, Writtle. Retrospective application for change of use from A1 (retail) to A3 (restaurant and cafes). Proposed change of window to double doors on the outbuilding.
 - d. **19/00465/LBC** 25 February 2019. Robyns Nest, 44 The Green, Writtle. Retrospective application for addition of double door opening in outbuilding
 - e. **19/00461/LBC** 3 April 2019. Hylands House, Chelmsford. Internal alterations on the first floor to form two new internal door openings through existing walls.
7. **Update on Planning Decisions.** The Clerk to give an updated report on the planning applications and enforcement issues.
8. **Notification of Appeal.** To consider the following appeal on:

18/01097/FUL Land at Junction Ongar Road West and Highwood Road, Writtle, Chelmsford. Change of use of land to 4 no. gypsy/traveller pitches, comprising 4. No touring caravans, hardstanding and associated works.
PINS Ref: APPW1525/W/18/3217804
9. **Any other reports.**



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10. **Date of the next meeting.** The next meeting is on Monday, 20 May 2019 in the Parish Office commencing at 7.30 pm.

Signed

Date 10 April 2019