



WRITTLE PARISH COUNCIL

Clerk to the Council – David Walker
Parish Office, The Green, Writtle, Chelmsford, Essex CM1 3DT
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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, October 16, 2017 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 September 18, 2017 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. **17/01700/LBC** 29 September 2017. 1 Romans Place, Writtle. Replacement of six windows on the front elevation of the property. Five sash windows and one casement attic window. Replacement of all internal and external architraves. Preserve and re-use the historic shutters that are still present in the property and replace newer ones to match the historic.
 - b. **17/01727/FUL** 6 October 2017. 19 Lawford Lane, Writtle. Single storey side and rear extension.
 - c. **17/01734/FUL** 5 October 2017. 22 Purcell Cole, Writtle. Two single storey rear extensions, demolition and relocation of garage and part loft conversion with front and rear roof light.
7. **Update on Planning Decisions.** The Clerk to give an updated report on the planning applications and enforcement issues.
8. **Any other reports.**
9. **Date of the next meeting.** The next meeting is on Monday, 20 November 2017 in the Parish Office commencing at 7.30 pm.

Signed

Date 11 October, 2017