



WRITTLE PARISH COUNCIL

Clerk to the Council – Laretta Fox
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, 15 October 2018 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 meetings held on 17 September, 2018 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. **18/01538/FUL** 20 September 2018. 58 The Green, Writtle. First floor rear extension, additional window to side elevation and alterations to existing fenestration.
 - b. **18/01688/FUL** 5 October 2018. 27 Longmeads Close, Writtle. Two storey side extension.
 - c. **18/01689/FUL** 8 October 2018. Yew Lodge, 1 Comyns Place, Writtle. Single storey rear extension.
7. **Update on Planning Decisions.** The Clerk to give an updated report on the planning applications and enforcement issues.
8. **Public comments on CCC Planning Website.** To discuss the data protection implications on the public comments posted on the Chelmsford City Council's Planning website.
9. **Any other reports.**
10. **Date of the next meeting.** The next meeting is on Monday, 19 November 2018 in the Parish Office commencing at 7.30 pm.

Signed

Date 10 October 2018