



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, 17 February 2020 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 20 January 2020 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. **19/01936/FUL** 20 January 2020. Out Building Britleys Margareting Road, Writtle.
Change of use of outbuilding to single dwelling.
 - b. **20/00040/FUL** 16 January 2020.4 Gable Cottages, Margareting, Writtle.
Installation of a roof dormer to the side elevation.
 - c. **19/02115/FUL** 15th January 2020. 2 Redwood Drive, Writtle.
Retrospective application for garden out building and gate.
 - d. **20/00134/FUL** 10th February 2020. Land at Car Wash and Service Station, Roxwell Road.
Change of use of part hand car wash and vehicle service centre (sui generis) to vehicle rental premises to include the construction of modular building and rental vehicle wash bay, parking and associated works (sui generis).
 - e. **20/00135/ADV** 10th February 2020. Land at Car Wash and Service Station, Roxwell Road.
Installation of internally illuminated signage.
7. **Update on Planning Decisions.** The Clerk to give an updated report on the planning applications and enforcement issues.
8. **Village Plaques.** To receive an update on the plaques for the village and to agree any next steps.
9. **Items for next agenda.**



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10. **Date of the next meeting.** The next meeting is on Monday, 16 March 2020 in the Parish Office commencing at 7.30 pm.

Signed *Lauretta Fox*

Date 12 February 2020