

SAWBRIDGECWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 13 January 2025** at 7pm.

Those present

Cllr Ruth Buckmaster
Cllr Simon Penney

Cllr Nathan Parsad-Wyatt
Cllr Steve Smith

In attendance:
C Hunt – Town Clerk
L Nolan – Planning Officer

Cllrs E Buckmaster,
Furnace & R Smith

P 24/104 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. Apologies received from Cllr A Parsad-Wyatt (unwell) and accepted [*prop Cllr R Buckmaster secd Cllr Penney*] Cllr Rider's letter of resignation from this committee (attached) was acknowledged with regret.

P 24/105 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.

P 24/106 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Interest by Members. There were none.

P 24/107 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting held on:

- 25 November 2024 (P11) [*prop Cllr Penney; secd Cllr N Parsad-Wyatt*]

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.

P 24/108 S106 PRIORITIES

To compile and review the suggested funding points from Section 106 funds, which are contributions from developers to support the costs of new community and social infrastructure in the town - To be discussed at next full Town Council meeting. Cllr R Buckmaster enquired whether or not any S106 monies would be available from the proposed Gilston development – to be explored.

P 24/109 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments. Proposed Countryside development (Kecksys) – awaiting new application

P 24/110 DELEGATED POWERS

Report on comments made under delegated powers

3/23/2062/FUL 28 Knight Street, CM21 9AU

[Partial change of use from Class E use into Sui Generis to allow for Live entertainment with the sale of alcohol and Hot Food. Installation of air source heat pump, erection of rear canopy, screen fence, external flue and external seating area](#)

STC Comment: Representations made to EHDC Planning Committee

3/23/2185/LBC 28 Knight Street, CM21 9AU

[Partial change of use from Class E use into Sui Generis to allow for Live entertainment with the sale of alcohol and Hot Food. Insertion of partition walls, flooring, kitchen/prep area, stage, bar, external flue and food storage area. Alterations to first floor WC/s to include removal of bath, relocation of sinks and insertion of toilets. Installation of 3 external signage, new screen fence, acoustic works including the installation of secondary glazing and noise absorption and erection of rear canopy](#)

STC Comment: Representations made to EHDC Planning Committee

3/24/0031/FUL 38 Bell Street, CM21

[Retention of previously approved canopy over rear courtyard](#)

STC Comment: No objection

3/24/1697/VAR Fairswell, 25 Vantorts Road, CM21

[Variation of conditions 2 \(Approved Plans\) and 3 \(Materials\) pursuant to planning permission 3/21/0080/HH – Alterations and raising of roof. First floor extension and alterations to fenestration. To Retrospectively amend the proposed elevations to change the external materials and to amend the ground floor front fenestration arrangement](#)

STC Comment: No objection

3/24/1988/HH Fairswell, 25 Vantorts Road, CM21

[Erection of single storey side garage extension \(retrospective\)](#)

STC Comment: Dislike retrospective applications however no objection in principle

3/24/2003/HH 4 Durham Close, CM21

[Two storey rear and side extension, and a single storey front extension](#)

STC Comment: Encourage applicant to engage with neighbours to ensure neighbouring properties amenity is protected

3/24/2145/VAR **Land Between 136 and 130 Sheering Mill Lane, CM21 9ND**
Variation of conditions 2 (Approved Plans) and 17 (Obscure glazed window) pursuant to planning permission 3/23/1534/FUL dated 28.03.2024 (for: Erection of dwelling and shed with creation of access, landscaping and associated works including alterations to land levels). The amendments include revised layout, adjustment to the eaves and allow for the first floor side (East and West) rooflight windows to be non-opening up to 1.7 metres above the floor level of the roof they are within.

STC Comment: *Concerned about the potential loss of a number of trees*

3/24/2156/CUAPN **East Barn, Redricks Farm, Redricks Lane, CM21 0RL**
Change of use of agricultural building to class E(g)(i) office

STC Comment: *No objection*

3/24/2160/HH **The Lodge, Hyde Hall, Hallingbury Road**
Demolition and replacement of outbuilding to be used as gym and fitness area

STC Comment: *No objection*

3/24/2214/HH &
3/24/2215/LBC **Joscelyns, 16 Knight St, CM21 9AT**
Proposed upgrading of insulation to existing dwelling

STC Comment: *No objection & LBC – No objection*

3/24/2219/HH **40 East Park, CM21 9EX**
Conversion of garage to habitable room. Single storey side extension. Erection of external wall insulation with render finish to garden room. Raising of garden room roof and alterations to fenestration to flank elevation

STC Comment: *No objection*

P 24/111 **PLANNING APPLICATIONS RECEIVED FROM EHDC**

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

3/24/1697/VAR **Fairswell, 25 Vantorts Road**
Variation of conditions 2 (Approved Plans) and 3 (Materials) pursuant to planning permission 3/21/0080/HH – Alterations and raising roof. First floor extension and alterations to fenestration. To Retrospectively amend the proposed elevations to change the external materials and to amend the ground floor front and first floor side fenestration arrangements. Internal reconfigurations

STC Comment: *No objection [prop Cllr R Buckmaster; secd Cllr Penney]*

3/24/1710/VAR **Fairswell, 25 Vantorts Road**
Retrospective Variation of Condition 2 (approved plans) of 3/22/0211/FUL – Erection of 1, 4 bedroom dwelling. Creation of vehicle access and driveway and erection of cycle shed: To add 16 solar panels onto the south elevation roof, add five roof light windows, reconfigure the internal layout, add a new stair set, alter the fenestration appearance and remove the previously approved chimney

STC Comment: *No objection [prop Cllr R Buckmaster; secd Cllr Penney]*

3/24/1988/HH Fairswell, 25 Vantorts Road
[Erection of single storey side garage extension \(retrospective\)](#)
STC Comment: Dislike retrospective applications however no objection in principle [prop Cllr N Parsad-Wyatt; secd Cllr R Buckmaster]

3/24/1993/FUL 19 Bell Street, CM21 9AR
[Removal of air conditioning unit and retrospective application for air conditioning ducts to rear elevation](#)
STC Comment: No objection [prop Cllr N Parsad-Wyatt; secd Cllr R Buckmaster]

3/24/2214/HH & 3/24/2215/LBC Joscelyns, 16 Knight Street
[Upgrading of insulation to the dwelling comprising external alterations to the materials. Reinstatement of ground level recess and awning. Addition of timber boarding and cast iron rainwater goods. Replacement of all window and door cills & Upgrading of insulation to the dwelling and alteration of plinth materials. Reinstatement of ground level recess, roof tiles and awning. Addition of lime render, timber boarding, cast iron rainwater goods, water butt and vent outlet. Replacement of all window and door cills. Painting of corner stops, rafter feet and fascia and bargeboard. Installation of smoke detectors](#)
STC Comment: No objection & No comment (LBC) [prop Cllr R Buckmaster; secd Cllr Penney]

3/24/2263/FUL Dorringtons Limited, Station Road, CM21 9JY
[Erection of packing building](#)
STC Comment: No objection [prop Cllr R Buckmaster; secd Cllr Penney]

3/24/2286/HH 15 Brook Road, CM21 9HA
[Demolition of conservatory, erection of single storey rear extension and alterations to fenestration](#)
STC Comment: No objection in principle however urge applicant to address neighbouring property's concerns [prop Cllr R Buckmaster; secd Cllr Penney]

3/24/2290/HH 29 Wychford Drive, CM21 0HA
[Removal of rear conservatory. Construction of two storey, part single storey and part first floor rear extension, new first floor side windows, pitched roof added to single storey front projection, garage conversion, replace garage door with front window and render, alterations to fenestration and addition of render](#)
STC Comment: No objection provided neighbouring properties are not overlooked [prop Cllr Penney; secd Cllr N Parsad-Wyatt]

3/24/2341/HH 40 Gilders, CM21 0EF
[Erection of two storey side extension and single storey rear extension with rooflight windows. New rear decking and external steps](#)
STC Comment: No objection [prop Cllr N Parsad-Wyatt; secd Cllr R Buckmaster]

P 24/112 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 10 January 2025. There were none.

P 24/113 PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/23/2062/FUL 28 Knight Street, CM21 9AU

Partial change of use from Class E use into Sui Generis to allow for Live entertainment with the sale of alcohol and Hot Food. Installation of air source heat pump, erection of rear canopy, screen fence, external flue and external seating area.

STC Comment: [Objection](#) – Please follow link to view comments made

EHDC Decision: Granted

3/23/2185/LBC 28 Knight Street, CM21 9AU

Insertion of partition walls, flooring, kitchen/prep area, stage, bar, external flue and food storage area. Alterations to first floor WC/s to include removal of bath, relocation of sinks and insertion of toilets. Installation of 3 external signage, new screen fence, acoustic works including the installation of secondary glazing and noise absorption and erection of rear canopy.

STC Comment: LBC – No comment. Objections raised on full application

EHDC Decision: Granted

3/24/1569/FUL Sawbridgeworth Memorial Hall, CM21 9BD

Installation of two external air-conditioning units.

STC Comment: No objection to installation of air-conditioning units however residents concerns must be addressed. Siting of units to be reconsidered & full noise assessment carried out

EHDC Decision: Granted

3/24/1786/HH 7 Cedar Close, CM21 9NT

Proposed two storey and part single storey rear extension. New high level first floor side window. Infill ground floor side window and driveway extension.

STC Comment: No objection

EHDC Decision: Granted

3/24/1801/LBC 103 London Road, CM21 9JJ

Repair of slate roof with reclaimed Welsh slate

STC Comment: LBC - Noted

EHDC Decision: Granted

3/24/1862/HH 16 Falconers Park, CM21 0AU

Removal of chimney. Erection of single storey rear extension, new roof to side extension, incorporating 2 rooflight windows, and conversion of garage to habitable space. Construction of front canopy.

STC Comment: No objection

EHDC Decision: Granted

3/24/1863/HH 5 The Smithy, CM21 9JL

Retrospective application for the insertion of 2 roof lights

STC Comment: No objection

EHDC Decision: Granted

3/24/1878/HH 1 Forebury Crescent, CM21 9BE

Demolition of existing single storey rear element, erection of two storey rear extension and replacement front porch

STC Comment: No objection

EHDC Decision: Granted

3/24/1882/HH 1 Forebury Crescent, CM21 9NB

Installation of Airsource heat pump

STC Comment: No objection

EHDC Decision: Granted

3/24/1902/FUL 1 Rowney Wood, CM21 0HR

Proposed 3 bed new dwelling with associated external amenities, to include cycle store, refuse store and an extension to existing drop kerb.

STC Comment: No objection

EHDC Decision: Granted

3/24/1912/HH 13 Heron Close, CM21 0BB

Replacement of conservatory with single storey rear extension

STC Comment: No objection

EHDC Decision: Granted

3/24/1972/FUL 30 London Road, CM21 9JS

Replacement of 1 side window and 3 front windows to first floor offices

STC Comment: No objection

EHDC Decision: Granted

3/24/1973/HH The Paddocks, London Rd, Spellbrook, CM23 4AX

Removal of front porch, chimney and side outbuilding. Construction of single storey side and rear extensions, two storey front extension and creation of additional storey to the property with front and rear first floor windows.

STC Comment: No objection

EHDC Decision: Granted

3/24/1975/HH 47 Vantorts Road, CM21 9NB

Demolition of garage and conservatory; erection of first floor front and rear extensions; roof alterations; erection of single storey front extension and entrance canopy; alterations to render and installation of weatherboarding.

STC Comment: No objection

EHDC Decision: Granted

3/24/1980/LBC 16 Station Road, CM21 9AZ

Removal of planters from front. Part removal of decking to west elevation and extension of gravel path. Replacement/repositioning of side gate. Replacement and change of colour to front door. Repainting of water pump. Repair and repainting of rear sash windows. Repair and repainting of front sash windows. Alteration to existing secondary glazing to front elevation windows. Removal, repair and reinstatement of the exterior render. Removal of existing brickwork pointing to the front, west and rear elevation.

STC Comment: LBC – No comment

EHDC Decision: Granted

3/24/2003/HH 4 Durham Close, CM21 0HD

Two storey rear and side extension and a single storey front extension

STC Comment: Encourage applicant to engage with neighbours to ensure neighbouring properties amenity is protected

EHDC Decision: Granted

3/24/2054/FUL 34 London Road, CM21 9JS

Retrospective application for front awning

STC Comment: Dislike retrospective applications - no objection in principle

EHDC Decision: Granted

3/24/2107/HH 2 Elmwood, CM21 9NL

Demolition of existing conservatory with erection of single storey rear extension, double storey side extension, addition of rooflights and cladding and extension of fence

STC Comment: No objection

EHDC Decision: Granted

P 24/114 PLANNING APPEALS

To receive notification from EHDC of Planning Appeals. Noted.

Planning Appeal: Barn to North of Redricks Lane, Opp Redricks Farm

LPA Appeal Reference: 24/00106/REFUSE

Planning Appeal: The Dormers, Bonks Hill

LPA Appeal Reference: 24/00109/REFUSE

Meeting Closed at 7.17pm