



## Takeley Parish Council Planning Committee

### **Meeting Notice**

Notice is hereby given that a meeting of the **PLANNING COMMITTEE** will be held on **Tuesday, 10<sup>th</sup> June 2025 at 9:45am in The Old School Community Centre** to which members of the Committee are summoned for the transaction of the business as set out below. The meeting is open to press and public.

*Jackie Deane*  
Clerk to the Council  
Date: 4<sup>th</sup> June 2025

**Members:** Cllrs Jackie Cheetham (Chairman), Jim Backus (Vice Chairman), Patricia Barber, Samatha Moore and John Boyle.

**In attendance:** Jackie Deane (Parish Clerk) and Amanda Collins-Klimcke (Assistant Clerk).

*The Clerk's attendance is requested at the local plan hearings after item 18, with the Assistant Clerk in attendance for the remainder of the meeting.*

<b>Agenda</b>	
25/15	<b>Apologies for absence</b> To consider apologies received by the Clerk. To note Hugh D'Alton's resignation.
25/16	<b>Declarations of interest</b> Members to declare interests on agenda items.
25/17	<b>Minutes of the Meeting</b> Members to agree the minutes of the meeting held on 14 <sup>th</sup> May 2025.
25/18	<b>Consultant Fees for the Local Plan Examination</b> The Committee has a budget of £15,000 for professional fees, which includes neighbourhood planning. There is an additional earmarked reserve of £20,000. Bruce Bamber will be unavailable to attend on 11 <sup>th</sup> and 12 <sup>th</sup> June, therefore transport matters will be covered by Michael Robson of Cerda Planning along with all other responses to the inspectors' questions detailed in the Cerda Statements published on the Local Plan website.  <b>1. Transport consultant fees</b> Members have previously agreed the fee estimate from Rialton as follows: <b>24/135 Local Plan Examination in Public Consultant Fee Quotes</b> It was <b>RESOLVED</b> to approve a fee quote from Rialton for preparation and attendance at the EiP as follows:



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	<p>Preparation for the Council’s case at the Local Plan Examination in Public, in relation to transport matters - <b>£1,200 plus</b> Daily attendance per Matter - <b>£750 + expenses + travel approx. £100</b> (Proposed by Cllr Cheetham and seconded by Cllr Backus). <u>Note:</u> Transport consultant fees are estimated to be approximately £2,500.</p> <p>2. <b>Planning consultant fees in preparation for local plan hearings</b> <u>To consider</u> a fee estimate from Cerda Planning, for the hearing statements preparation including background reading/review, online meetings and general management <b>to the sum of £3,000.</b></p> <p>3. <b>Planning consultant attendance fees and expenses</b> Cerda Planning will attend a total of 4 sessions, including making the transport case where required. <u>To consider</u> a <b>RECOMMENDATION</b> to Full Council to approve the fee estimate from Cerda Planning for four hearing sessions of the local plan examination in public (EiP), with each session estimated £1,750 per session for preparation and attendance – plus VAT and expenses, <b>to the approximate sum of £7,500 plus VAT.</b></p> <p><u>Note:</u> Takeley’s representations at the EiP <b>11 June 2025</b> Morning Session (start 9.30am) Spatial Strategy - Meeting our Housing Needs and Afternoon Session (start 2.00pm) - Policy 3: Settlement Hierarchy <b>12 June 2025</b> - Afternoon Session (start 2.00pm) - Issue 2: South Uttlesford Area Strategy <b>17 June 2025</b> – Planning Consultant and Transport Consultant Morning Session (start 9.30am) Issue 2: Transport</p>
25/19	<p><b>Public Representations</b> Members of the public are invited to speak.</p>
25/20	<p><b>New Applications for Comment</b></p> <p>1) <b>ESS/29/25/UTT - Highwood Quarry</b> – Application to extend the working of the quarry from 2026 to 2029, with slight changes to the agreed restorative plan for 2030. <b>Comment submitted – no objections.</b></p> <p>2) <b>UTT/25/1305/DOV</b> <b>Request for Deed of Variation of s106</b> agreement dated 7th November 2022 relating to UTT/21/3311/OP - to secure off-site provision of the play area and relocation of the dog walking area <b>Land West Of Garnetts, Dunmow Road</b></p>



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	<p><b>3) UTT/25/1325/HHF</b> Proposed two storey side and single storey rear extension 21 Hawthorn Close</p> <p><b>4) UTT/25/1400/HHF</b> Side and rear extension and roof alterations <b>3 Roseacres</b></p> <p><b>5) UTT/25/1260/FUL</b> S73 application to vary condition 2 (approved plans) of UTT/24/0172/FUL (3 no. detached dwellings and associated works - revised drawings to improve accessibility to the front entrance, reconfiguration to private drive, loft conversions for use as home office, alterations to the fenestrations <b>Land to the South of The Street</b></p> <p><b>6) UTT/25/1366/NMA</b> Non-Material Amendment to UTT/22/2744/FUL - amend the approved plan relating to the Class E building <b>Land Known As 7 Acres Warish Hall Farm Parsonage Road</b></p> <p><b>7) UTT/25/1376/HHF and UTT/25/1377/LB</b> Proposed installation of new wood burning stove within existing inglenook, raising of existing chimney and addition of new chimney pots <b>Rayleigh Cottage, The Street</b></p>
25/21	<p><b>Decisions to note:</b></p> <p><b>1) UTT/24/2480/FUL</b> Demolition of existing offices and storage buildings and erection of nine dwellings United House, The Street Takeley <b>Approved</b></p> <p><b>2) UTT/25/0925/HHF</b> Demolition of existing rear single storey area. Erection of two storey side extension, one and two storey rear extension and single storey front extension. 1 Easton View Bambers Green Road <b>Approved</b></p> <p><b>3) UTT/25/0926/HHF</b> Erection of single storey granny annex 1 Easton View Bambers Green Road <b>Approved</b></p>



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25/22	<p><b>Naming and numbering to note:</b> Plot 1, The Fox is Plot 1, The Fox is named - The Fawn, Bambers Green Takeley Bishops Stortford CM22 6PB</p>
25/23	<p><b>Major Planning Updates</b> To receive updates and actions:</p> <ol style="list-style-type: none"> <li>1) Updates on the Local Plan Examination in Public sessions and UDC's updated housing supply were circulated to members ahead of the meeting.</li> <li>2) A pre-application briefing has been arranged with Hill Residential for a reserved matters application.</li> <li>3) 7 Acres industrial estate and potential medical centre – information has been circulated on email regarding the NHS declining to take the option for a medical centre or clinic on the site due to poor access arrangements for staff and patients. The NHS will consider the new site available in the housing allocation for the local plan.</li> <li>4) Land West of Garnetts – construction is due to start in December 2025. The Bellway construction manager has agreed to assist the Parish Council with necessary drainage ditch clearance at the Recreation Ground in June or July.</li> <li>5) Water Circle Employment Pre-application details were discussed at an online meeting including additional numbers of HGVs proposed and further information was requested on employment transport or bus links to the site from if Takeley.</li> <li>6) Developer contributions for approved developments – The Clerk will give an update to Full Council on funds available for expenditure on the Priors Green Community Hall and general community and sports for Takeley.</li> </ol>
25/24	<p><b>Takeley Parish Boundary</b> There has been an initial discussion with UDC over the process that they would manage. The next step is for Hatfield Broad Oak Parish Council to consider whether they support a community governance review at their June meeting.</p>
25/25	<p><b>Neighbourhood Plan</b> No update.</p>
25/26	<p><b>Items for information and Next Agenda</b> Items to note.</p>
25/27	<p><b>Date of Next Meeting</b> The next meeting is scheduled to take place on Wednesday 9<sup>th</sup> July 2025 at 9.45am in the Old School Community Centre.</p>