

Planning & Environment COMMITTEE A G E N D A

**For a Meeting to be held on Tuesday 06th January 2026
at 7.30pm
at Champions Manor Hall, Hullbridge Road,
South Woodham Ferrers**

**Membership:
Councillor M O Brien Chairman
Councillor S Wilson Vice-Chairman**

Councillor J Birch
Councillor P Price
Councillor M Sismey

Councillor P Ferry
Councillor I Roberts
Councillor D Thompson

Councillor A John
Councillor A Shearring

Local residents are welcome to attend this meeting. At the meeting, your elected Councillors will take decisions affecting YOU, the Community, and the Town. At the beginning of the meeting there is an opportunity for you to make representations, answer questions and give evidence in respect of any item of business on the agenda. The public may participate for up to 15 minutes for this purpose. If you have any queries, please telephone the Town Clerk on 01245 321 817. Please join us.

**Karen Atkins
Town Clerk
24th December 2025**



1. Apologies if Absence

To RECEIVE apologies for absence.

2. Dispensation considerations

To consider any dispensations, as required. Standing Order 12. Dispensation requests shall be in writing and submitted to the Town Clerk as soon as possible before the meeting, or failing that, at the start of the meeting for which the dispensation is required.

3. Declarations of Interest

Any Member declaring an interest is asked to state whether this is a pecuniary registerable or non-registerable interest. Clarification, if required, can be sought prior to the meeting with the Chairman or the Town Clerk.

4. Confirmation of Minutes

To APPROVE the minutes of the meeting held on 25th November 2025 as a true record.

5. Public Questions

In accordance with Standing Order 3.e to allow up to 15 minutes for members of the public to make representations, answer questions and give evidence in respect of any item of business covered by the Committees terms of reference. At the close of this item members of the public will no longer be permitted to address the Committee; Members with pecuniary interests will also not be permitted to speak, address the Committee on those interests and must leave the meeting when the item in relation to their interest is being discussed.

6. Budgetary Position

The budgetary position on 24/12/2025 is attached to the agenda.

7. Previous Planning Decisions and Appeals

To note the City Council planning decisions which differ from the Town Council recommendations will be circulated prior to the meeting.

8. Planning Applications

To consider and agree comments on the planning applications as detailed on the list circulated and displayed on the Town Council noticeboards and website.

9. Items to Note

- Two damaged dog waste bins on Hullbridge Road and Marsh Farm Road will be replaced by Chelmsford City Council. The cost for removal of the existing bins and installation of the new units is £300 plus VAT.
- The planters in Queen Elizabeth II Square and Guild Way have been cleaned and planted with a donation of plants and bulbs from Chelmsford City Council. This was completed by Mr Barry Smith and the community network.

10. Green Dog Walker Event

Committee to consider a Green Dog Walker event provided by Chelmsford City Council's Public Health and protection Services in the Spring/Summer 2026.

11. Report to Council

To agree items for report to the next Council meeting is on 20th January 2026.

12. Media Coverage

To consider whether any items on this Agenda warrant a Media release.

13. Next Meeting

The next meeting of the Planning and Environment Committee will be on 27th January 2026 at 7.30pm.

Any member who is unable to attend the meeting should send their apologies and reason to the Town Clerk prior to the meeting.