**SOUTH WOODHAM FERRERS TOWN COUNCIL**
**PLANNING & ENVIRONMENT COMMITTEE**

**MINUTES** of a Meeting held on Tuesday 27th October 2026
at 7.30p.m.
at Champions Manor Hall

**Present:**
Councillor S Wilson (Chair)
Councillor M O' Brien (Vice Chair)

Councillor A Shearring
Councillor A Cash
Councillor C Benn
Councillor K Bentley
Councillor P Ferry
Councillor M Sismey
Councillor J Birch
Councillor P Price

In attendance: Town Clerk & Environment Officer.

**PE-26-526 Apologies for absence**
Apologies for absence were **RECEIVED** and **ACCEPTED** from Councillor I Roberts, D Eley & D Thompson

**PE-26-527 Dispensation Considerations**
None received.

**PE-26-528 Declarations of Interest**
Councillor P Ferry declared a non-registerable interest in the 15 Green Lane Planning Application PE26-533

**PE-26-529 Confirmation of Minutes**
The minutes of the Planning and Environment meeting held on 29th September 2026 were agreed as a true record.
**Proposed:** Councillor J Birch
**Seconded:** Councillor K Bentley
**Vote: All in favour**

**PE-26-530 Public Questions**
No public questions raised.

**PE-26-531 Budgetary Position**
The current budgetary position as of 21 of October 2026 attached to the agenda was **AGREED** and **NOTED**.

**PE-26-532 Previous Planning Decisions and Appeals**
Committee **NOTED** planning decision differences from Chelmsford City Council**.**

**PE-26-533 Planning Applications**

**26/01258/FUL 21 Broughton Road**
Single storey rear extension with internal alterations and external alterations.
The Planning and Environment Committee has **NO OBJECTIONS** to this application.

**26/01291/FUL 15 Green Lane**
Retrospective application for installation of boundary fence
The Planning and Environment Committee has **NO OBJECTIONS** to this application.

**26/05217/TPO Taffrail Gardens**
T16 - Oak (marked T1 on plan) - Reduce the existing crown back to the previous established pruning/pollard points and undertake a light crown thin of approximately 10%, concentrating on selected secondary growth to achieve an even distribution throughout the crown. Reason - Fruiting bodies of Ganoderma applanatum have been identified around the base of the tree and subsequent Resistograph testing has confirmed areas of decay and cavity within the lower stem. The decay identified could have an effect upon the structural integrity of the tree at its present size. Management response intended to reduce crown sail area and associated wind loading whilst retaining the protected tree.
The Planning and Environment Committee has **NO COMMENTS** to this application.

**26/01330/FUL Unit 2, 19 Queen Elizabeth II Square**
Removal of existing home shopping lockers, creating 2No. New Click and Collect Bays. New signage to be added to Click and Collect area with directional signage around the site towards location.
The Planning and Environment Committee **NO OBJECTIONS** to this application

**26/01331/ADV Unit 2, 19 Queen Elizabeth II Square**
Proposed installation of non-illuminated signage
The Planning and Environment Committee has **NO OBJECTIONS** to this application

**26/01323/FUL 195A Hullbridge Road**
Proposed single storey rear extension and garage loft conversion with two new dormers and external staircase. External alterations.
The Planning and Environment Committee has **NO OBJECTIONS** to this application.

**26/01371/FUL 23 Mount Pleasant Road**
Part two storey, part first floor side and rear extension. Loft conversion with hip to gable extension, five front dormers, a rear dormer and rear balcony. Front porch.
The Planning and Environment Committee has **NO OBJECTIONS** to this application.

**PE-26-534 Premises Licence application**

Proposed premises licence for 76 Gandalfs Ride for a convenience store.

The Planning and Environment Committee has **NO OBJECTIONS** or comments to submit to Chelmsford City Council regarding this application.

**PE-26-535 Items to Note**

Committee **NOTED** the following –

- Both First Community Transport User & Awareness Survey 2026 resident survey has been extended until the 30th October 2026. https://consultations.essex.gov.uk/iptu/community-transport-user-and-awareness-survey-2026

- Chelmsford City Council has ordered the plants for the Town Council sponsored roundabout at Inchbonnie Road, with delivery expected in late October. They will be checked and cared for at the nursery until they are ready for planting.
- To **NOTE** Chelmsford City Council decision on application 26/01119/FUL
- The painting of bus gate signs by Essex & Suffolk Water on Ferrers/Hullbridge Road have been reported to Essex Highways ref 6013322.
- The Millenium Bench on Ferrers Road has been removed and taken to the Men's Shed for maintenance work.
- Marsh Farm Earth Works - Planning & Enforcement confirmed by email on 19/10/2026 that the Council remains in ongoing negotiations with the landowner to reach an appropriate resolution to this matter. Chelmsford City Council will provide a further update when a material event occurs in the investigation.

**PE-26-536 Committee Projects 2027 - 28**

Committee considered future projects for the Planning & Environment Committee to be recommended to Finance & Projects Committee on 10th November 2026.

**Proposal**: For a recommended list of potential projects subject to further consideration to be recommended to Finance & Projects Committee on 10th November 2026.

**Proposed:** Councillor S Wilson

**Seconded:** Councillor A Shearring

**Vote: All in favour**

**PE-26-537 Budget 2027-28**

To consider the draft budget for Planning & Environment 2027-28. Information circulated with agenda.

This will be recommended to Finance & Projects Committee on the 10th of November 2026

**Proposal** To recommend the draft budget to the Finance & Projects Committee on the 10th of November 2026.

**Proposed:** Councillor S Wilson

**Seconded:** Councillor M O Brien

**Vote: All in favour**

**PE-26-538 Fen maintenance**

Committee considered two accessible gates and stile replacement on the Fen.

**Proposal** To defer the decision until the Outside Spaces Working Party can fully review the options.

**Proposed:** Councillor M O' Brien

**Seconded:** Councillor A Shearring

**Vote: All in favour**

**PE-26-539 Tree Survey 2026 – Town Council Land**

Committee considered the three quotes for the three-year tree survey of the town council land.

**Proposal**: To accept quote A from Tree Brothers for £3,750.00+vat for the works to be carried out.

**Proposed:** Councillor M O' Brien

**Seconded:** Councillor A Cash

**Vote: All in favour**

**PE-26-540 Town Council Benches at the River**

Committee considered the maintenance and refurbishment of three riverside Town Council benches.

**Proposal**: To request that the Men's Shed be approached to provide a quotation for the refurbishment of the five benches at the location, and to investigate potential sponsorship opportunities to contribute towards the cost of the repairs.

**Proposed:** Councillor C Benn

**Seconded:** Councillor J Birch

**Vote: All in favour**

**PE-26-541 PSPO Consultation**

Committee considered the reply from Chelmsford City Council and a suitable location for a pop-up event in South Woodham Ferrers.

It was **AGREED** to invite the Community Safety Team to the next Heart of the Community event run at Champions Manor Hall.

**PE-26-542 Report to Council**

- The tree survey 2026 – Town council Land.

**PE-26-543 Media Coverage**

No media release agreed.

**PE-26-544 Next Meeting**

The next meeting is to be held on 24th November 2026 at 7.30pm.

There being no further business to discuss the Chair closed the meeting at 9.06pm

Signed …… Date: 24th November 2026