

29th August 2016

Dear Sir/Madam

I hereby summons you to the Planning Committee meeting to be held on Monday 5th September 2016 at 7.30pm at the Pavilion, King George V Playing Field, Bull Lane, Rayleigh (entrance via Websters Way car park) when the under mentioned business is proposed to be transacted.

The following agenda and attachments are issued for the Council to take decisions as required. You are expected to consider this agenda and any related documents in advance of this meeting and, if you feel that additional information to aid your decision making process is required, you must inform the Clerk in order to allow time for this to be provided before the meeting is scheduled to commence.

Yours faithfully,

**Mrs K Cumberland
Town Clerk**

Committee Members :

- Cllr J Burton
- Cllr Mrs C Callis (ex officio)
- Cllr R Dowell
- Cllr E Dray
- Cllr Mrs D Mercer (Chairman)
- Cllr J Newport
- Cllr R Oatham
- Cllr Mrs C Pavelin (ex officio)
- Cllr R Shorter
- Cllr T Wallis

01 **DECLARATIONS OF INTEREST**

Declaration of Interests by members for any items on this agenda.

02 **PUBLIC FORUM**

The meeting shall be adjourned for a maximum of 15 minutes to allow any Members of the Public present to speak on matters relating to this agenda only. Each Member of the Public shall speak for two minutes only.

The meeting will recommence after the Public Forum.

03 **APOLOGIES FOR ABSENCE**

To be advised to the Town Clerk prior to the meeting. Apologies have been received from Cllr Mrs C Callis.

04 **SUBSTITUTES**

To be advised to the Town Clerk prior to the meeting.

05 **NON COMMITTEE MEMBERS ATTENDING**

06 **MINUTES OF THE MEETING HELD ON 15th August 2016**

To sign the Minutes of the Planning Committee held on 15th August 2016 (previously circulated).

07 **PLANNING APPLICATIONS**

Planning Applications received by the Town Council between 16th August 2016 and 5th September 2016. Further applications may be received up until the date of the meeting. Plans to be viewed if received from Rochford District Council. To nominate a member to attend the Rochford District Council Development Committee meeting if an application is subsequently called in.

07 . 1	16/00734/FUL	Plot Ref :-	Type :- FUL
	Applicant Name :- Mr Martin Bones		Date Received :- 24/08/2016
	Parish :- Lodge		Date Returned :-
	Location :- 31 Brocksford Avenue	Agent	
	Rayleigh		
	Essex		
	Proposals :- Hip to Gable roof extension and extend existing flat roof dormers to front and rear.		
	Observations :-		

09 . 1 **16/00333/FUL** Plot Ref :- Type :- FUL
Applicant Name :- Mrs Lauren Baker Date Received :- 19/08/2016
Parish :- Down Hall & Rawreth Date Returned :- 23/05/2016
Location :- 103 Down Hall Road Agent
Down Hall Road
Rayleigh
Proposals :- Construct one vehicular crossover
Observations :- Based on the information provided to this Planning Committee the
Town Council has no objection to this application.

10 **RDC DECISIONS**

Members to receive a List of Decisions from Rochford District Council if available.

Further to minute no.74 from the Planning Committee meeting held on 15th August 2016, members to receive a response from the District Council regarding application 16/00323/FUL and clarification of the delegated colour of the shutter.

11 **RDC-LOCAL PLAN**

Members to note that Rochford District Council intends to hold a proposed workshop in Rayleigh in reference to the next Local Plan. Further details of this event will be forwarded when known.

12 **ROCHFORD DISTRICT COUNCIL-Planning Applications**

Further to minute no. 75 of the Planning Committee meeting held on 15th August 2016, members to receive a copy of the objective response sent to District Council . There has been no reply to date.

13 **CASTLE POINT NEW LOCAL PLAN 2016**

Members to receive a copy of the correspondence from Castle Borough Council regarding the Castle Point New Local Plan 2016-Submission August 2016 (attached).