



**RAYLEIGH TOWN COUNCIL**  
**The Pavilion, King George V Playing Field,**  
**Bull Lane, Rayleigh, Essex, SS6 8JD**



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**[www.rayleightowncouncil.gov.uk](http://www.rayleightowncouncil.gov.uk)**

**VAT Number: 830 7558 23**

**Dear Member**

**I hereby summons you to a meeting of the Planning & Highways Committee meeting to be held on Monday 23rd September 2019 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**

PP

**Mrs K Cumberland**  
**Town Clerk**

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Committee Members :

Cllr Mrs C Callis  
Cllr R Dowell  
Cllr E Dray  
Cllr J Lawmon  
Cllr Mrs J Lumley (ex officio)  
Cllr Mrs D Mercer (Chairman)  
Cllr R Milne (ex officio)  
Cllr R Oatham  
Cllr Mrs C Pavelin

**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 and each person 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.

**04**            **SUBSTITUTES**

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

**05**            **NON COMMITTEE MEMBERS ATTENDING**

To note non committee members attending.

**06**            **MINUTES OF THE MEETING HELD ON 2nd September 2019**

To sign the Minutes of the Planning & Highways Committee meeting held on 2nd September 2019 (previously circulated).

**07**            **PLANNING APPLICATIONS**

Planning Applications received by the Town Council which meet the agreed criteria or referred by a member to this meeting.

Members agreed that if an application is objected to by the Town Council and called in by a Rochford District Councillor to the Development Committee meeting, the Committee Chairman and Vice Chairman would be notified and would prepare a speech if it is necessary to comment at the meeting.

07 . 1	<b>19/00626/FUL</b>	Plot Ref :-	Type :- FUL
	Applicant Name :- Mrs S Phillips		Date Received :- 11/09/2019
	Parish :- Trinity		Date Returned :-
	Location :- 80 Trinity Road	Agent	
	Rayleigh		
	Essex		
	Proposals :-		
	Proposed two storey building comprising two, one bedroom self-contained flats, 2 parking spaces and amenity area and create vehicle crossover onto Church Road.		
	Observations :-		

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## **09**

### **APPEALS**

Appeals received by the Town Council.

09 . 1	<b>18/00499/FUL</b>	Plot Ref :-	Type :- FUL
	Applicant Name :- Mr I Hilburn		Date Received :- 11/09/2019
	Parish :- Wheatley		Date Returned :- 23/07/2018
	Location :- 1 Daws Heath Road	Agent	
	Daws Heath Road		
	Rayleigh		
	Proposals :-	Conversion of existing garage to three residential flats over three storeys with Parking area.	
	Members to note that an appeal has been made to the Secretary of State against the decision by Rochford District Council. The appeal is to be decided by the written representations and a site visit by an Inspector. All representations must be received by 16th October 2019.		
	Observations :-	The Town Council objects to this application as it does not comply with Supplementary Planning Document 2.7.2 - Housing Design- no 1m separation at first floor level.	

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## **10**

### **RDC DECISIONS**

Members to receive a list of Decisions from Rochford District Council.

## **11**

### **HIGHWAYS**

Members to report any highway matters, preferably before the meeting and to receive a table of recorded issues.

#### a) GENERAL

Members to note that the zebra crossing at Brockets has now been repaired.

#### b) ESSEX HIGHWAYS

Members to note that the period to submit the 5 major defects to the ECC representatives has now ended.

#### c) RANGERS TEAM

#### d) LOCAL HIGHWAYS PANEL

Further to minute no 140 of Full Council meeting held on 8th April 2019 and minute no 202 of the Planning & Highways committee held on 23rd April 2019, members to note that the three month trial period for dealing with any matters with reference to Highways and the Rangers has ended.

Members to discuss the trial period.