



**9th December 2019**

**Dear Member**

**I hereby summons you to a meeting of the Planning & Highways Committee meeting to be held on Monday 16th December 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**



**AK**  
**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**

**06 MINUTES OF THE MEETING HELD ON 25th November 2019**

To sign the Minutes of the Planning & Highways Committee meeting held on 25th November 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      **19/00946/FUL**      Plot Ref :-      Type :- FUL  
Applicant Name :- Mr P Timson-Physiotherapy      Date Received :- 27/11/2019  
Parish :- Wheatley      Date Returned :-  
Location :- Suite 1 Webster Court      Agent  
Websters Way  
Rayleigh  
Proposals :- Retrospective application to retain use of unit as D1 use for  
Physiotherapy Clinic from use as Office Suite  
Observations :-

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07 . 2      **19/01059/FUL**      Plot Ref :-      Type :- FUL  
Applicant Name :- Mr and Mrs Gunner      Date Received :- 16/12/2019  
Parish :- Wheatley      Date Returned :-  
Location :- 35 London Hill      Agent  
Rayleigh  
Essex  
Proposals :- Alteration and conversion of existing swimming pool building to form a detached dwelling house. Demolish existing shed, widen and alter existing vehicular access, erect retaining wall and new/alter driveway  
Observations :-

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07 . 3      **19/01068/COU**      Plot Ref :-      Type :- COU  
Applicant Name :- Mr Sajeed Khudurun      Date Received :- 03/12/2019  
Parish :- Wheatley      Date Returned :-  
Location :- 144 High Street      Agent  
High Street  
Rayleigh  
Proposals :- Change of use of ground floor from A2 (Estate Agents) to D1 (Foot Clinic)  
Observations :-

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07 . 4      **19/01091/ADV**      Plot Ref :-      Type :- ADV  
Applicant Name :- Mrs Dawn Van Win      Date Received :- 10/12/2019  
Parish :- Wheatley      Date Returned :-  
Location :- 6 Church Street      Agent  
Church Street  
Rayleigh  
Proposals :- New brass individual letters 200mm high on metal back board reading "SUNRISE STUDIO" Two new illuminated notice boards in black or gold surround. Proposed painted sunrise in yellow above entrance door. New wrought iron planting box to window cill  
Observations :-

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**08**      **AMENDED PLANNING APPLICATIONS**

Amended Planning Applications received by the Town Council.

**09**      **APPEALS**

Appeals received by the Town Council.

**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) SCHEDULE OF REPORTS

b) ESSEX HIGHWAYS

Maintenance  
Signage  
Lighting

c) LOCAL HIGHWAYS PANEL

## **12**

### **19/00335/FUL& 19/00862/REM -Rochford District Council**

Members to note that further to min. no. 10.12 of the Planning committee meeting held on 20th May 2019 and min. no. 105.3 of the Planning Committee meeting held on 4th November 2019, planning applications 19/00335/FUL - Land rear of 98-128 High Street, Rayleigh and 19/00862/REM - 41 Crown Hill, Rayleigh will be reported to the District Council's Development Committee meeting on 19th December 2019.

Members are welcome to attend the meeting to listen to the debates and hear the Committee's decision on the application. (attached)