



**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**

**6th September 2021**

**Dear Member**

**You are hereby summoned to a meeting of the Planning & Highways Committee to be held via remote access on Monday 13th September 2021 at 7.30pm for the transaction of business as set out below.**

**Due to the continue CoVID restrictions the press and public may attend via remote access using the following link**  
**<https://us06web.zoom.us/j/81055536493?pwd=eINPR0pxMzYrTnRyT0tka>**

**Yours faithfully**

*PP*  
*M Letch*  
**Mr M Letch**  
**Town Clerk**

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Committee Members :

Cllr S Belton  
Cllr C Callis  
Cllr E Callis  
Cllr R Dowell  
Cllr J Jacobs  
Cllr R Lambourne  
Cllr J Lumley  
Cllr D Mercer (ex officio)  
Cllr R Milne (ex officio)  
Cllr S-J Page  
Cllr C Pavelin

**098/21**      **APOLOGIES FOR ABSENCE**

Those present and apologies for absence. Apologies have been received from Cllr D Mercer.

Motion. The Committee to record and accept apologies for absence.

**099/21**      **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.

**100/21**      **DECLARATIONS OF INTEREST**

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

**101/21**      **SUBSTITUTES**

To be advised to the Town Clerk in advance.

**102/21**      **NON COMMITTEE MEMBERS ATTENDING**

**103/21**      **MINUTES OF THE MEETING HELD ON 2nd August 2021**

To sign the Minutes of the Planning & Highways Committee meeting held on 2nd August 2021 (previously circulated).

**104/21**      **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.

104/21 . 1      **21/00707/OUT**      Plot Ref :-      Type :- OUT  
Applicant Name :- Mr P & A Brown      Date Received :- 31/07/2021  
Parish :-      Date Returned :-  
Location :- 22 Tillingham Way      Agent  
                 Tillingham Way  
                 Rayleigh  
Proposals :- Application for outline planning permission with all matters reserved except access and layout for the subdivision of the site and the erection of 1 no. additional dwelling house  
Observations :-

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104/21 . 2      **21/00826/FUL**      Plot Ref :-      Type :- FUL  
Applicant Name :- Mr Ian Sadler      Date Received :- 10/08/2021  
Parish :-      Date Returned :-  
Location :- 33 Down Hall Close      Agent  
                 Down Hall Close  
                 Rayleigh  
Proposals :- Demolish existing garage and erect two storey side extension  
Observations :-

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**105/21**      **AMENDED PLANNING APPLICATIONS**

Amended Planning Applications received by the Town Council.

**106/21**      **APPEALS**

Appeals received by the Town Council.

**107/21**

**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

Potholes  
Highway Markings/Pavements/Barriers  
Drainage Issues  
Signage  
Lighting

c) LOCAL HIGHWAYS PANEL

Members to receive a the list of Raleigh LHP projects as produced on their website.