



Rayleigh Town Council
The Pavilion, King George V Playing Field, Bull Lane,
Rayleigh, Essex, SS6 8JD
Tel: 01268 741880
email: clerk@rayleightowncouncil.gov.uk
www.rayleightowncouncil.gov.uk

Minutes of the **Planning Committee** Meeting held on **Monday 5th January 2026 at 7.30pm** at The Pavilion, King George V Playing Field, Bull Lane, Rayleigh

MINUTES

P12/25 APOLOGIES FOR ABSENCE

Present: Cllrs M Vernon, L Knell, N Knell, D Sperring, M O’Leary, R Linden (arrived 7.32pm)

Apologies: Cllrs I Wilson and S J Page

Absent: Cllr B Newport and R Milne

Also Present: Deputy Town Clerk

Due to the Committee Chairman sending apologies the meeting was chaired by the Committee Vice Chairman.

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

P13/25 PUBLIC FORUM

There were no members of public

P14/25 DECLARATIONS OF INTEREST

Cllrs R Linden and M O’Leary declared a non-pecuniary interest due to being members of Rochford District Council and made the following statement:

Although being a party to decisions made by this committee, I reserve the right when presented with further information at the District Council Development Committee to come to a different decision.

P15/25 CODE OF CONDUCT

It was noted that the meeting will be carried out under the terms of the Local Government Association and Rayleigh Town Council’s Code of Conduct policy together with NALC’s Civility and Respect pledge with all participants expected to behave in a professional and constructive manner

P16/25 SUBSTITUTES

There were no substitutes

P17/25 NON-COMMITTEE MEMBERS

There were no non-committee members

**P18/25 RESOLVED to approve and sign the minutes of the meeting held 4th august 2025
All agreed.**

P19/25 PLANNING APPLICATIONS

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

Members to note 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.

P19/25.1 APPLICATION – 25/00849/ADV

Applicant – Charfleets Promotions

Location – 89 High Street, Rayleigh, Essex, SS6 7EJ

Ward – Wheatley

Proposal: 4 No 32 inch wall mounted outdoor digital advertising displays to front elevation.

Observation Based on the information provided to this Planning Committee, Rayleigh Town Council objects to this application due to the building being located in the conservation area. The Town Council have concerns regarding the number of boards, the size and impact the electronic display boards would have on the area due to the lighting and glare.

P19/25.2 APPLICATION – 25/00151/FUL

Applicant – Luke Farrow

Location – Land rear of 2 High Road Rayleigh Essex

Ward – Wheatley

Proposal: Demolish existing garage and construct dwellinghouse

Observation Based on the information provided to this Planning Committee, Rayleigh Town Council objects to this application due to overdevelopment of site and site access.

Members agreed to write to Rochford District Council in relation to HMO properties in Rayleigh.

P20/25 TERMS OF REFERENCE

Members received the terms of reference for the planning committee.

RECOMMENDED that this information be noted.

P21/25 BRIEFING NOTE ESSEX COUNTY COUNCIL HIGHWAYS

Members received briefing notes provided by Cllr J Newport who attended a briefing with ECC Highways in his role as ECC Councillor. Members agreed to take up the request for a briefing from ECC Highways officers, arranged via Cllr J Newport at a planning committee meeting.

RECOMMENDED to arrange a briefing from ECC Highways offices, arranged via Cllr J Newport at a planning committee meeting.

Meeting Closed a 7:49pm

Chairman

Chairman Signature..... Date.....