

**MINUTES OF THE PLANNING & ENVIRONMENT COMMITTEE MEETING OF  
ONGAR TOWN COUNCIL HELD ON  
THURSDAY 15<sup>th</sup> October 2015 AT 7PM**

**PRESENT:**

Councillors:	S. Jackman (Chair)	J. Reynolds (vice chair)	P. Bolden
	J. Browning	J. Devonald	C. Feetham
	B. Freeman	A. Kaye	J. Rushton

Officers: E Gough (Admin Assistant) J Farr (Deputy Clerk)

Public: One member of the press  
Five Ongar Academy representatives

**80/15 Apologies for absence**

Apologies were received from Cllrs D. Roberts (family commitment), A. Wingfield (Essex Playing Fields AGM), P. Gode (bereavement), J. Bicknell (unforeseen circumstances), N. Fletcher (work commitment)

**81/15 Declarations of personal and/or prejudicial interest**

Cllr Reynolds declared an interest in minute 86/15 items (iv) (v) (xi)

**82/15 Public participation session with respect to items on the agenda**

No members of the public were present.

**83/15 To agree the minutes of the meeting on 24<sup>th</sup> September 2015**

The minutes of the meeting held on the 24<sup>th</sup> September 2015 were reviewed and agreed as a true record and signed by the chairman.

**84/15 To receive a presentation from Ongar Academy**

Chairman Cllr Jackman welcomed the team from Ongar Academy.

Mr Jeff Banks thanked the Council for the invitation to present an update on the pre-planning application design of the proposed school. Mr Zubin Masters, architect, displayed various slides and a short video illustrating the design, fabrication and street scene of the proposed building.

Councillors questioned the presenters on various points to which satisfactory answers were received.

Chairman Cllr Jackman expressed thanks to Ongar Academy for consulting and involving the Council as the various planning stages and design progress.

**85/15 Clerk's Report**

Essex County Council (Epping Forest District) (Permitted Parking Area and Special Parking Area) (Amendment No.44) Order 201

Public Notice: Removal of residential disabled parking bay from a point 0.5 metres south of the common boundary of No's 4/6 St Peter's Avenue, Ongar for a distance of 5.5 metres in a southerly direction.

*(As this bay is no longer required, it will be removed in order to return the space to the Highway and enable any vehicle to park there).*

Essex County Council / Bus review (hard copy available in office)

Views online [www.essex.gov.uk/busreview](http://www.essex.gov.uk/busreview) - deadline 21.10.15

Essex County Council / Essex Cycling Strategy (hard copy available in office)

<https://surveys.essexinsight.org.uk/TakeSurvey.aspx?SurveyID=792>

Essex Rural Partnership – Public consultation – closing date 04.12.15

<http://surveys.essexinsight.org.uk/EssexRuralStrategy>

**86/15 To consider current Planning Applications:**

**RESOLVED NOT TO OBJECT** to the following applications:–

- i) EPF/2152/15 – Ms C. Sohn, 151-153 High Street, Ongar**  
Convert and extend existing building into a 1 bed dwelling.
- ii) EPF/2153/15 – Ms C. Sohn 151-153 High Street, Ongar**  
Grade II listed building application to convert and extend existing building into a 1 bed dwelling.
- iii) EPF/1480/15 – Mr R. Day, 3 Church Lane Cottages, Fyfield Road, Ongar**  
Grade II listed building application for the construction of a side porch approx. 3m x 1m.
- iv) EPF/1856/15 – Mr N. Sawkins, 22 Great Lawn, Ongar**  
Part demolition of existing garage to link structure to main house. New pitched roof to existing front flat roof. Single storey rear extension with pitched roof and velux windows. New flat roof over side with roof lanterns.
- v) EPF/2176/15 – Ms J. Faulkner, Land adj Basons Yard, High Street, Ongar**  
Advertisement consent to display board sign on fencing.
- vi) EPF/2094/15 – Bestway Group, 198 High Street, Ongar**  
Grade II listed building consent for signage replacement: one externally illuminated fascia sign and one externally illuminated projecting sign.  
(Ongar Town Council had no objection subject to the agreement of the conservation officer)
- vii) EPF/2342/15 – Mr J. Reynolds, Oak House, 1A The Elms, Ongar**  
TPO/EPF/13/03: T2: Ash Reduce leader & crown lift to 6 metres.  
T3: Oak Crown lift over road and property  
T4: Oak Reduce lateral spread by 3-4 metres.  
T5: Sycamore Remove 2 small lateral branches.  
T6: Sycamore Raise crown by removing 4 lower laterals & reduce spread by 3-4 metres.

**RESOLVED TO OBJECT** on the following application –

- i) EPF/1473/15 – Mr R. Jackson, 2 Great Lawn, Ongar**  
Erection of a 1m high brick wall around the exterior of the front garden, completed with 1 metre high railings on top.  
*Ongar Town Council objected to this application as it felt that the application would be detrimental and out of keeping with the existing 'open plan' front garden feel of the street.*
- ii) EPF/2064/15 – Mr J. Caan, Central House, High Street, Ongar**  
Demolition of existing single storey outbuilding and erection of new 3-storey mixed-use building comprising 5 flats and 2 shops.

*Ongar Town Council objected to this application due to the overdevelopment of the site, insufficient parking spaces, is detrimental to the street scene and most importantly access to the main road is cause for concern.*

- iii) **EPF/2088/15 – Mr J. Caan, Central House, High Street, Ongar**  
Curtilage of Grade II listed building, application for demolition of existing single storey outbuilding and erection of new 3-storey mixed-use building comprising 5 flats and 2 shops.  
*Ongar Town Council object to this application as per EPF/2064/15.*
- iv) **EPF/2170/15 – Mr R. M. Clayton, 15 Mark's Avenue, Ongar**  
Demolition of existing external garage, garden shed and greenhouse. Erection of outbuilding for use as ancillary residential annexe.  
*Ongar Town Council object to this application due to overdevelopment of the site which is out of context with the residential street. It is felt that if this application was approved an undesirable precedent would be set.*

**87/15 To note for information only the following Planning Applications:**

- i) **EPF/2166/15 – Mr R. Miller, Brew House, Church Lane, Ongar**  
Application for approval of details reserved by condition 7 'lime mortar sample' on planning application EPF/2985/14 application for listed building consent to carry out the following works: Replace old render/feather edge with breathable insulation board x white lime render; reduce size of porch adding pitched roof; replace rotten windows with Crittal style metal windows; and secondary glazing to existing windows; add hardwood door to kitchen for access to garden; raised engineered oak timber floor throughout ground floor with under-flooring heating; add w/c to ground floor 'office' area; remove and rebuild 2x stud partitions on first floor; add 3x shower cubicles; add raised handing over exposed beam to protect against wear).
- ii) **EPF/2006/15 – Mr S. Kerr, 1&2 Church Lane Cottages, Fyfield Road, Ongar**  
Application for approval of details reserved by condition 2 'additional drawings' 3 'external finishes' 5 'masonry/brickwork' 6 'lime mortar and 8 'weatherboard elevation' on planning application EPF/1085/15 and conditions 1 'additional drawings' 2 'external finishes' 4 'masonry/brickwork' 5 'lime mortar' and 7 'weatherboard elevation' on planning application EPF/1094/15.
- iii) **EPF/2074/15 – Mr M. Hitching, Greensted House, Ongar**  
Application for approval of details reserved by condition 1 'Additional drawings', condition 2 'Stone samples', condition 3 'Window colour', condition 4 'Door colour and condition 5 'Existing bathroom vent' of planning permission EPF/0678/15 (Grade II Listed Building application for internal and external alterations).
- iv) **EPF/2206/15 – Ms E. Barry, Land adjacent 1 New House Farm Cottage, Stondon Road, Ongar**  
Application for approval of details reserved by conditions 2 'external finishes', 3 'drainage' and 4 'wheel washing' on planning application EPF/0315/15 (Erection of new two storey dwelling adjacent to No.1 New House Farm Cottage).
- v) **EPF/2323/15 – Mrs C. Ayres, 84 Kettlebury Way, Ongar**  
Prior approval application for proposed 5.263m single storey rear conservatory, height to eaves 2.2m and maximum height 3.294m.

**88/15 To note the decisions of EFDC on recent applications:**

None received.

**89/15 Business Plan**

It was **PROPOSED** by Cllr Kaye and seconded by Cllr Feetham to recommend to Full Council to adopt the business plan.

Unanimous voting received.

**90/15 Planning & Environment committee budget 2015/16**

The budget report for the period between 1<sup>st</sup> April and 30<sup>th</sup> September 2015 was noted.

**91/15 Budget bids 2016/17**

It was **PROPOSED** by Cllr Kaye and seconded by Cllr Reynolds to recommend the committee's budget for the financial year 2016/17 to Finance committee.

Unanimous voting received.

The meeting closed at 8.20pm

**Signed:**

**Chair of the Planning & Environment Committee**

**Date:**