

**BILLERICAY TOWN COUNCIL**

**MINUTES OF THE PLANNING COMMITTEE HELD IN  
THE COACH HOUSE, CROWN YARD, HIGH STREET, BILLERICAY  
ON TUESDAY 14 MAY 2019 AT 7pm**

**Present**

Cllr L Mitchelmore - Chairman	Cllr J Tutton – Vice Chairman	Cllr J Clark
Cllr J Devlin	Cllr M Moore	Cllr D Spencer
Cllr A Talboys		

In Attendance      Diane McCarthy – Committee Clerk

In the Chair – Cllr J Devlin

**1 Election of Chairman**

Cllr Mitchelmore was proposed by Cllr Moore and seconded by Cllr Tutton and as there were no other nominations it was:

**Resolved:** that Cllr Mitchelmore be elected Chairman of the Planning Committee for the ensuing municipal year.

In the Chair – Cllr Mitchelmore

**2 Apologies for Absence**

Apologies were received from Cllr M Dear and Cllr J Henshaw.

**3 Appointment of Vice Chair**

Cllr Tutton was proposed by Cllr Moore and seconded by Cllr Mitchelmore and as there were no other nominations it was:

**Resolved:** that Cllr Tutton be appointed Vice-Chairman of the Planning Committee for the ensuing municipal year.

**4 Declarations of Interest with Regard to Agenda Items**

There were none.

**5 Public Participation Session with Respect to Agenda Items**

There were none.

**6 Minutes of the meeting held on 30 April 2019**

**Resolved:** following approval, the minutes were signed by the Chairman as a true record.

## 7 Planning Applications

19/00149/FULL	21 Kelvedon Road	Single storey front extension, conversion of garage to habitable space and external alterations  <b>Resolved:</b> The Town Council had no objection to this application.
19/00455/FULL	16 Copford Close	Single storey front and rear extensions together with two storey rear extension  <b>Resolved:</b> The Town Council had no objection to this application.
19/00470/FULL	217 Mountnessing Road	Proposed single storey rear/side extension  <b>Resolved:</b> The Town Council had no objection to this application.
19/00484/FULL	Glenthorne London Road	Single storey rear extension  <b>Resolved:</b> The Town Council had no objection to this application.
19/00501/FULL	104 High Street	Proposed conversion of first floor office and roof space (B1) & ground floor cafe unit (A3) into two residential units (one 1-bed & one 3-bed) (C3) (existing ground floor retail unit retained)  <b>Resolved:</b> The Town Council had no objection to this application.
19/00521/FULL	11 Central Avenue	New raised roof to accommodate first floor addition, new front entrance and canopy and single storey rear extension  <b>Resolved:</b> The Town Council had no objection to this application.
19/00527/FULL	11 Arundel Way	First floor level side addition above existing garage, single storey rear addition, alteration and extension to entrance porch, and part conversion of garage to habitable accommodation  <b>Resolved:</b> The Town Council objected to this application on the grounds of: <ul style="list-style-type: none"> <li>• Habitable rooms on the boundary on both the ground and first floor</li> <li>• Closes the open aspect of the area</li> <li>• Over dominant on the site</li> </ul>
19/00543/FULL	1 Marlborough Way	Proposed single storey side extension (Revised)  <b>Resolved:</b> The Town Council had no objection to this application.

19/00545/FULL	115 High Street	Permission for 1 ANPR Camera and Signage to existing car park  The Town Council wished to make the following comment: "There should be a grace period allowed for those driving into the car park and not being able to find a space or for those dropping off items to the Charity Shops that back on to this car park"
19/00546/ABAS	115 High Street	Signage for existing car park  <b>Resolved:</b> The Town Council had no objection to this application.
19/00629/FULL	102 Stock Road	Single storey rear extension  <b>Resolved:</b> The Town Council had no objection to this application.
19/00633/FULL	115A Norsey View Drive	Proposed part single, part two-storey rear extension and rear box dormer  <b>Resolved:</b> The Town Council had no objection to this application.
19/00642/FULL	16 The Avenue	Part demolition of an existing small extension and the erection of a larger single storey rear extension  <b>Resolved:</b> The Town Council had no objection to this application.
19/00674/FULL	38 Hillhouse Drive	Proposed detached dwelling house with integral garage to front (Revised scheme)  <b>Resolved:</b> The Town Council objected to this application on the grounds of: <ul style="list-style-type: none"> <li>• Front dormer addition unbalances the front aspect of the house</li> <li>• Too close to the boundary on both sides</li> <li>• Over development of the site</li> <li>• Excessive height in the street scene</li> </ul>

## 8 Consultation on Vehicle Operator Licensing System

Members considered the questions from NALC regarding a consultation from the Department of Transport on the Vehicle Operator Licensing System. Members agreed with all the statements highlighted by NALC and made the following comments regarding the consultation questions:

*Question 1 Do you agree with changing PSV operator licence procedures so that applicants can have operational approval at the earliest opportunity (subject to normal safeguards)?*

The Town Council does not agree with this question and think that correct procedures should be followed in a timely manner and not at the request of the PSV operator

*Question 3 Do you agree that introducing formal tribunal rules will be beneficial to the Traffic Commissioner's tribunal functions? If No, you are against tribunal rules introduction because?*

The Town Council agrees with the introduction of formal tribunal rules which should be followed.

It was

**Resolved:** that the Town Council responds to the NALC consultation questions on the PSV Operator Licences and Formal Tribunal rules.

## **9 Questions from Press and Public**

There were none.

There being no further business, the Chairman closed the meeting at 8.05pm.  
The next Planning Committee will be held on Tuesday 28 May 2019.

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Chairman

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Date