



WIVENHOE TOWN COUNCIL

Town Mayor: Cllr. Jon Guy~ Town Clerk- Jo Beighton-Emms

77 High Street, Wivenhoe, Essex CO7 9AB

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29 October 2025

Sir/Madam,

A meeting of the Planning Committee will be held in the Council Chamber, Council Offices, 77 High Street, Wivenhoe, on Tuesday 4 November 2025 at 7.30pm, for consideration of the business set out below.

Yours faithfully,

Jo Beighton-Emms
Town Clerk

AGENDA

A reminder to the Chair to notify attendees of the location of the fire exit and the assembly point by the WTC noticeboard located at the front of the Council Offices.

Public Questions: are invited prior to the start of the meeting for a maximum of 10 minutes and limited to 3 minutes per person at the discretion of the Chair.

PART A

1. **Apologies for absence:** To receive apologies and for councillors to accept those apologies.
2. **Declarations of interest:** Councillors will be asked to say if there are any items on the agenda about which they have a disclosable pecuniary interest which would prevent them from participating in any discussion of the item or participating in any vote upon the item, or any other registerable interest or non-registerable interest.
3. **Minutes of the last meeting:** To approve the minutes of the meeting held on 7 October 2025.
4. **Planning Applications:** To consider the following planning application received from the Planning Authority below:

4a	Reference	252124
	Registered	02/10/2025
	Development	Application for prior approval for a proposed development by or on behalf of an electronic communications code operator. The Town and

		Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 16, Class A
	Address	Land at, Ballast Quay Farm, Ballast Quay Road, Wivenhoe` Colchester CO7 9JT

4b	Reference	252138
	Registered	09/10/2025
	Development	Removal of existing outbuilding and construction of detached Annex (retrospective)
	Address	51 Broome Grove, Wivenhoe Colchester CO7 9QU

4c	Reference	252198
	Registered	08/10/2025
	Development	Proposed Single storey side/rear extension, replacement roof to existing kitchen and porch.
	Address	31 Chaney Road, Wivenhoe Colchester CO7 9QZ

4d	Reference	252200
	Registered	20/10/2025
	Development	Two storey rear extension
	Address	60 Chaney Road, Wivenhoe Colchester CO7 9RR

4e	Reference	252220
	Registered	17/10/2025
	Development	New flat roof over converted court yard.
	Address	7 Tower Road, Wivenhoe Colchester CO7 9QE

4f	Reference	252248
	Registered	14/10/2025
	Development	Single storey rear extension.
	Address	11 Cooks Crescent, Wivenhoe Colchester CO7 9FJ

- 5 **Planning Decisions:** To consider the following planning decisions received from the Planning Authority below:

5a	Reference	250784
	Registered	04/04/2025
	Development	Wrap around two storey side and rear extension and associated internal works.
	Address	Osterley, Colchester Road, Wivenhoe Colchester CO7 9EU
	WTC Comment	Objection: WTC object to this application on the basis that the application is to convert the property to an HMO and there will be insufficient parking. WTC requests that the Planning Officer reverts back to Essex Highways as this has not been considered.

	Decision Issued	Approve Conditional
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5b	Reference	251683
	Registered	04/08/2025
	Development	Erection of a part first-storey, part two-storey rear extension, installation of Velux rooflights, construction of a garage and front porch.
	Address	Cap Pilar Cottage, West Street, Wivenhoe Colchester CO7 9DE
	WTC Comment	Objection: WTC object to this application as it is overdevelopment of the premises which has been considerably developed already. WTC considers that the development will be incongruous and overbearing particularly as it is located in the conservation area. Given the design and location of the garage WTC considers that it will be unlikely to be used as a garage and this is an issue on a highly built-up road where parking is difficult and there are no off-road spaces. WTC requests that the Conservation Officer is consulted.
	Decision Issued	Approve Conditional

5c	Reference	251857
	Registered	29/08/2025
	Development	Installation of air source heat pump to side of property
	Address	31 Walter Radcliffe Road, Wivenhoe Colchester CO7 9FF
	WTC Comment	No comment
	Decision Issued	Approve Conditional

6 Colchester City Council Licensing Policy Consultation

7 **Travel & Transport Subcommittee:** Update from the Chair

8 **New Allotments Working Group:** S106 land transfer agreement

9 **New Cemetery Working Group:** Update from Cllr Burke.

10 **Local Plan:** Cllr Luxford-Vaughan

11 **Local Nature Plan Update**

12 **Leisure and Community Services SPD**

13 Date and time of the next meeting: To be agreed that the next meeting will take place at 7.30pm on Tuesday 2 December 2025

14 Exclusion of press and public: In accordance with Paragraph 1 (2) of The Public Bodies (Admission to Meetings) Act 1960, the Council is invited to consider if the press and Public should be excluded from the meeting during the consideration of the following item(s) owing to the confidential nature of the business.

PART B

None.