

SAWBRIDGEWORTH TOWN COUNCIL

PLANNING COMMITTEE

Minutes

of the meeting of the Planning Committee held at the Council Offices, Sayesbury Manor, Bell Street, Sawbridgeworth on **Monday 18 May 2026** at 8.25pm.

Those present

Cllr R Buckmaster
Cllr S Pagdades
Cllr S Smith

Cllr N Parsad-Wyatt
Cllr S Penney

In attendance:
L Nolan – Planning Officer

P 26/01 ELECTION OF CHAIRMAN

Resolved: To elect a chairman of the committee for the year 2026/27
Cllr Pagdades was elected chairman of the committee for the year 2026/27
[prop Cllr N Parsad-Wyatt; sec'd Cllr S Penney]

P 26/02 ELECTION OF DEPUTY CHAIRMAN

Resolved: To elect a deputy chairman of the committee for the year 2026/27
Cllr R Buckmaster was elected deputy chairman of the committee for the year 2026/27. *[prop Cllr N Parsad-Wyatt; sec'd Cllr S Smith]*

P 26/03 APOLOGIES FOR ABSENCE

To receive and approve any apologies for absence. Apologies received and accepted from Cllr A Parsad-Wyatt *[prop'd Cllr N Parsad-Wyatt; sec'd Cllr R Buckmaster]*

P 26/04 PUBLIC FORUM

To receive representations from members of the public on matters within the remit of the Planning Committee. There were none.

P 26/05 DECLARATIONS OF PECUNIARY INTEREST

To receive any Declarations of Interest by Members. Cllr R Buckmaster declared a non-pecuniary interest in Agenda item P26/09 WAIN ESTATES.

P 26/06 MINUTES

Resolved: To approve as a correct record the minutes of the Meeting held on:

- 27 April 2026 (P019) *[prop'd Cllr S Smith; sec'd Cllr N Parsad-Wyatt]*

To attend to any matters arising from these Minutes and not dealt with elsewhere on the Agenda. There were none.

P 26/07 S106 PRIORITIES

To compile and review the suggested funding points from Section 106 funds, which are contributions from developers to support the costs of new community and social infrastructure in the town.

P 26/08 NEIGHBOURING DEVELOPMENTS

To report & receive updates on proposed neighbouring developments.

- Stansted Airport Expansion
- Gilston – Update on proposed road works/traffic discussed at Full Council meeting
- Old River Lane, Bishop's Stortford

P 26/09 WAIN ESTATES – WYCHFORD DRIVE CONSULTATION LEAFLET

To discuss further action required following distribution of leaflet from developers to residents – Cllr N Parsad-Wyatt proposed that we invite Wain Estates to give presentation once formal application notice is received. Cllr R Buckmaster to pass on the Chair of the Residents Association contact details to invite them to attend.

P 26/10 PLANNING APPLICATIONS RECEIVED FROM EHDC

To consider Planning Applications received from EHDC since the last meeting of the Planning Committee.

3/26/0541/VAR &

3/26/0542/VAR Groves House, 36 London Road, CM21 9JN

[Variation of Condition 2 \(approved plans\) pursuant to planning permission \(ref: 3/22/1855/LBC/Dated 13/09/2023\) for \(Demolition of rear lean-to and erection of single storey side and rear extensions; replacement driveway and installation of gate to side; conversion of garage and installation of door above to loft space and refurbishment of windows\), amendments to include changes from timber cladding to rendered finish & Variation of Condition 2 \(approved plans\) pursuant to planning permission \(ref: 3/22/1854/HH/Dated 13/09/2023\) for \(Demolition of rear lean-to and erection of single storey side and rear extensions; replacement driveway and installation of gate to side; conversion of garage and installation of door above to loft space and refurbishment of windows\), amendments to include changes from timber cladding to rendered finish](#)

STC Comment: LBC – Noted & No objection [*prop'd Cllr S Pagdades; sec'd Cllr R Buckmaster*]

3/26/0550/HH 8 Forebury Crescent, CM21 9BE

[First floor front extension and new entrance canopy](#)

STC Comment: No objection [*prop'd Cllr N Parsad-Wyatt; sec'd Cllr Penney*]

3/26/0592/HH 33 Sayesbury Road, Cm21 0EB

[First floor rear extension](#)

STC Comment: Urge light assessment to be carried out. Concerns over impact on neighbouring property's amenities. [*prop'd Cllr R Buckmaster; sec'd Cllr S Smith*]

P 26/11 LATE PLANNING APPLICATIONS

To deal with Planning Applications received from EHDC following the Publication of this Agenda and received before 15 May 2026. There were none.

P 26/12 PLANNING DECISIONS MADE BY EHDC

To receive Planning Decisions from EHDC.

3/23/1152/FUL 35-37 Bell Street, CM21 9AR

Change of use from Class E to Class C3 to form 3 residential units, with partial retention of existing ground floor commercial space. First floor rear extension, incorporating roof terrace with associated screening and balustrade. Installation of roof lantern, creation of green roof, installation of gates/fencing, installation of air conditioning units, erection of timber stores and alterations to fenestration (retrospective)

STC Comment: The Committee has no objection to the installation of air conditioning units, heating units, or gates. However, we maintain an objection to the proposed roof terraces due to their potential harmful impact on the residential amenity of neighbouring properties. Specifically, overlooking, privacy along with noise disturbance and visual impact.

EHDC Decision: Granted

3/26/0225/HH 8 East Drive, CM21 9EU

Raising to roof on garage to pitched roof to allow for conversion to annexe with alterations to opening and fenestration

STC Comment: No objection

EHDC Decision: Granted

3/26/0330/HH 23 Pishiobury Drive, CM21 0AD

Demolition of existing single-storey side extension and garage. Raising of the roof and new roof with insertion of front dormers. Erection of single-storey rear extension and rear balcony with obscure glazed flank screens. Construction of two-storey side extension, part two-storey and part first floor front extensions, erection of front portico canopy. Alterations to the fenestration and materials, new entrance gate.

STC Comment: No objection

EHDC Decision: Granted

P 26/13 PLANNING APPEALS

To receive notification from EHDC of Planning Appeals. There were none.

Meeting Closed at 8.37pm