

FELSTED PARISH COUNCIL
Minutes of the Planning Advisory Working Group Meeting
Thursday 27th August 2026

Attending: Councillors Richard Freeman (Chairman), John Moore, Clive Perrins and Roy Ramm. In attendance Clare Schorah - Assistant Clerk

1. Apologies for Absence

There were apologies for absence from Cllr Dan Sinclair

2. Declarations of Interest

Cllrs Richard Freeman and Roy Ramm declared a prejudicial interest in the Appeal discussed during item 10 (UTT/26/0114/FUL Land Adj To 1 Myrtle Villas Chelmsford Road) and stated that they would remove themselves from the meeting when the matter was discussed.

3. Public Forum

There were no members of the public present.

4. New Applications to be considered

[UTT/26/1841/LB](#)

Little Oak Jollyboys Lane South Felsted

Proposed first floor bathroom with associated drainage works, removal of ground floor bathroom, removal of internal walls within rear extension, removal of internal door and infilling of door opening and external redecoration of render to white/cream colour.

Planning Advisory Working Group assessment:

Whilst a listed building, the changes proposed do not significantly affect the historical fabric or the importance of the building and will make the dwelling more suitable for modern living.

The rear extension is a modern structure with a felt covered flat roof; internal walls are brick and block with modern plaster and tiled finishes. There are some modern floor coverings that contain asbestos that will be appropriately removed by specialists. Internal walls to be removed are believed to be non-load bearing and will not bear any loads onto the historic structure.

PAWG Recommended response 'No Comment' (meaning no objection)

[UTT/26/1903/HHF](#)

Ashleigh Causeway End Road

Removal of UPVC conservatory and proposed single storey rear extension to provide accommodation annexe.

Planning Advisory Working Group assessment:

Proposal will include removal of conservatory and introduce an attached annexe comprising a kitchen diner and bedroom with en-suite facilities. These are to accommodate elderly dependant relatives.

The final development will not be visible from the public domain. It is also relevant that if this was a “detached” annex in the dwellings rear garden it would be consistent with Felsted Neighbourhood Plan Policy FEL/HN6 (Supplemental Dwellings), which supports a supplemental dwelling wholly within the curtilage of an existing residential dwelling where

it is essential to maintaining a familial or community link to an older person (or older people).

PAWG Recommended response 'No Comment' (meaning no objection)

[UTT/26/1946/LB / UTT/26/1945/HHF](#)

Brook Barn Stebbing Road

Proposed single storey rear extension and connecting link between grade II listed barn and cartlodge. Internal alterations.

Planning Advisory Working Group assessment:

The proposal is to construct a square building to the rear of the listed barn between the cart lodge/annexe building and the modern single storey extension which will be almost entirely Glazed. The extension will be linked to both the annexe and the barn via glazed links. The proposals also include internal changes to both the barn and annexe.

This application was subject to a pre-application enquiry where it was found the proposals could not be supported, however, it is stated that alterations have been made to the proposals following the pre-application, to respond to the advice given.

Felsted Parish Council has no specific objection to the application, but the proposed changes are of such significance and as the Parish Council are not party to the specific advice given following the pre-application enquiry, we do not consider that we have the necessary technical expertise to make a fully informed judgment. Therefore, due to the specialised nature of proposed works to this important listed building, Felsted Parish Council defers to designated technical specialists on this matter and relies on the expertise of the specialist statutory consultees (such as Historic England and Place Services) to ensure the historic environment and fabric of the listed building is properly safeguarded.

PAWG Recommended response - 'No Comment' (but with stated limitation of the Parish Council's expertise)

[UTT/26/1820/OP](#)

Land East Of Kunduchi Rayne Road

Outline application with all matters reserved for 8 no. dwellings (Class C3), parking, landscaping, drainage and all associated development.

Planning Advisory Working Group assessment:

Note: This site has previously been the subject of 3 applications and 2 Appeals:

- UTT/18/2502/OP – Outline application for 2 no. dwellings – refused by UDC in November 2018.
- UTT/21/0079/OP – Outline application for 9 no. dwellings – not determined by UDC, **dismissed at appeal** (submitted under non-determination) in December 2021.
- UTT/22/2544/OP – Outline application for 8 no. dwellings – refused by UDC in November 2022 and **dismissed at appeal** in February 2024.

In addition to the continuation of a number of cited rationales for previous refusals and Appeal dismissals, Policies in the adopted UDC Local Plan classify this site as being in the “open countryside” and Policies relating to open countryside (Development Policy 1 - New Dwellings in the Open Countryside and Core Policy 3 - Settlement Hierarchy) do NOT allow development that is not an allocation in either the UDC Local Plan or an “up to date” Neighbourhood Plan.

This site is not allocated in the UDC local plan and whilst the Felsted Neighbourhood Plan

is currently undergoing Review, the emerging reviewed plan does not allocate this site. In addition, and critically relevant, previous applications elsewhere have been allowed under the (previous – December 2024) National Planning Policy Framework (NPPF) Policy 11, which contained a “*presumption in favour of sustainable development*” where a Local Planning Authority (LPA), in our case UDC, was unable to demonstrate the necessary 5-year housing land supply or their Housing Delivery Test rate was below 75%.

The recently updated (August 2026) NPPF repeats this “*presumption in favour of sustainable development*” (now Paragraph S5 j) but critically, on 20th August 2026 Uttlesford District Council (UDC) issued a new 5-Year Housing Land Supply (YHLS) statement status, with a base date of 1st April 2026, confirming that UDC was able to demonstrate a 5.35 YHLS and on 21st August 2026, UDC confirmed that their Housing Delivery Test rate stood at 108%.

Consequently, the application is contrary to UDC Local Plan Development Policy 1 and Core Policy 3 and the NPPF presumption in favour of sustainable development DOES NOT apply.

PAWG Recommended response – Refusal. Read the submission here: <https://felsted-pc.gov.uk/wp-content/uploads/FPC-Response-to-Land-East-of-Kunduchi-1.pdf>

[UTT/26/1947/HHF](#)

Brook Barn Stebbing Road

Proposed garden store and automated entrance gates.

Planning Advisory Working Group assessment:

The proposal is for minor changes within the residence.

PAWG Recommended response 'No Comment' (meaning no objection)

[UTT/26/2196/CLE](#)

Brook Barn Stebbing Road

Existing cartlodge for use as covered parking bays and annexe accommodation

Planning Advisory Working Group assessment:

The proposal is for minor changes within the residence.

PAWG Recommended response 'No Comment' (meaning no objection)

5. Applications responded to since the last meeting

[UTT/206/1907/HHF](#)

14 Ravens Crescent

Proposed single storey link attached annexe.

The deadline for comments was the 26th August and UDC was not able to grant an extension to this. A '**No Comment**' was submitted. This is because the proposal is for a modest single story rear extension for a dependent relative as if it were for an independent annex in the rear garden, Policy FEL/HN6 – Supplemental Dwellings Outside the Village Development Limits (of the Made Neighbourhood Plan) would support it.

Policy FEL/HN6 says, an annex would be supported where, i) Is essential to maintaining a familial or community link to an older person (or older people); . Whilst Policy does say "where Permitted Development Rights for the primary dwelling have been surrendered", as this is only a small extension, that is not a requirement and the principle of support for a dependent relative remains the same.

6. Decisions received since 21st July

[UTT/26/1497/FUL](#)

The Orchards Gransmore Green Lane

Demolition of existing dwelling and construction of 1 no. self-build replacement dwelling
Permission Granted - 7th August 2026

[UTT/26/1420/FUL](#)

Land To The West Of Chelmsford Road

S73 application to vary condition 2 (approved plans) attached to UTT/23/2526/FUL allowed on appeal ref APP/C1570/W/24/3348002 (Change of use of land to use as a residential caravan site for 5 Gypsy families, each with two caravans, including laying of hardstanding, erection of 5 no. utility buildings and construction of new access)

Permission Refused - 7th August 2026 *'The revised layout of the proposed development... fails to respond to the local context of the site and the street layout fails to respond to the linear pattern of development along Chelmsford Road appearing at odds with the existing street scene. There is a lack of compliance with the Uttlesford Design Code (2024) in that the road layout provides an overbearing, illogical and unnecessary quantum of road surface across the site with poor legibility and no purpose in relation to the caravan pitches. The proposed layout, specifically the additional spur of roadway spanning further westward, would provide an uninviting and unsympathetic area within the site with poor passive surveillance resulting in a dead-end with no terminating vista.'*

[UTT/26/0138/FUL](#)

Land To The West Of Chelmsford Road

Change of use of land to use as a residential caravan site for 10 Gypsy families, each with two caravans, including laying of hardstanding, erection of 10 no. utility buildings and construction of new access (alternative scheme to planning permission UTT/23/2526/FUL approved on appeal)

Permission Refused - 6th August 2026 *'The proposal would be poorly located as it would be contrary to the spatial strategy and settlement hierarchy of the Development Plan, failing to guide development towards sustainable solutions and to have particular regard to key policies for directing development to sustainable locations.'*

The proposal, due to its location, increased size of the site and intensification of residential use over and above the extant permission for 5no. pitches, would harm the character and appearance of the countryside through the loss of its intrinsic character and beauty due to the unacceptable visual intrusion into, and additional encroachment onto, the Open Countryside.

The proposal would fail to be sympathetic to local character, including the surrounding landscape setting and settlement pattern.

The proposal would not be in a suitable location having regard to the site's poor accessibility to services and sustainable modes of travel. Future occupants of the pitches would therefore rely heavily on private cars to meet their day-to-day needs instead of prioritising sustainable modes of travel.

The proposal would fail to preserve the setting of a Grade II listed building (Millbanks Farmhouse), causing very low levels of 'less than substantial harm' to the significance of the asset. Public benefits associated with the proposals would not outweigh this harm.'

[UTT/26/1172/HHF](#) / [UTT/26/1173/LB](#)

Cressages 2 Cressages Close Bannister Green

Single storey rear extension

Permission Refused - 14th August 2026 *The proposed extension to the building would remove the side wall of the existing bakehouse / washhouse, increasing its width significantly with contrasting, incompatible, and unsympathetic design elements and materials. The result would be a flat roofed glazed addition at odds with the two historic buildings, creating an awkward juxtaposition between the listed host dwelling and its subservient outbuilding. There will also be a notable loss of fabric which contributes to the significance of the building and the addition would further diminish this significance. This is considered harmful, resulting in less than substantial harm to the significance of the listed building and not preserving its special interest, with negligible public benefit.*

[UTT/23/1466/FUL](#) / [UTT/23/1467/LB](#)

George Boote House And 1 Chelmsford Road

Conversion of George Boote House and adjoining dwelling, 1 Chelmsford Road, Felsted, CM6 3DH, to form Retail Unit, Restaurant, Offices and 3 no. flats, with associated alterations.

Permission Granted – 14th August 2026

7. Consider adding new links to the planning webpage

The group recommends that Felsted Parish Council adds the planning related links in July's District Councillor report to the Planning page of the Felsted Parish Council Website.

8. [Gosfield Neighbourhood Plan Consultation](#)

The group recommends that Felsted Parish Council does not respond to this consultation because it does not affect the residents of Felsted.

9. Draft Local Plan for Braintree DC

Braintree District Council is updating its local plan. Detailed information is available on this webpage: <https://www.braintree.gov.uk/planning-building-control/local-plan-review-2>.

There are no new developments to report.

10. Other Urgent Planning Business and Future Dates

a) An appeal has been made to the Secretary of State against the decision of Uttlesford District Council to refuse the following planning application. The appeal will be determined on the basis of written representations:

[UTT/26/0114/FUL](#)

Land Adj To 1 Myrtle Villas Chelmsford Road

Construction of 12 no. dwellings with associated landscaping, access, car and cycle parking and refuse and recycling provisions.

Planning Advisory Working Group assessment:

Felsted Parish Council has already submitted a robust objection to this application which will be taken into consideration during the appeal process.

It recommends submitting an additional response to the Planning Inspectorate clarifying that Uttlesford District Council can demonstrate a 5 year housing land supply which is contrary to the information in the Appeal Statement. *(Clerks Note: Cllrs Freeman and Ramm removed themselves from the meeting during this discussion.)*

b) The following planning application has been submitted to Uttlesford District Council:

UTT/26/1475/FUL

Land At Willows Green Main Road

Section 73A Retrospective application for the change of use of the land for the provision of 12 Gypsy/Traveller pitches, including the siting of 12 mobile homes, 12 touring caravans and 12 day rooms, formation of internal access roads and hardstanding, installation of utility infrastructure, hard/soft landscaping, boundary treatments and associated works

The Planning Advisory Working Group will discuss how to respond to this application with the Full Parish Council.

Next Meeting is 28th September 2026 online using Zoom.

Planning Information for Residents

Residents wishing to make comments on Planning Applications or view other comments can go to the Uttlesford District Council Website: <https://publicaccess.submitted.uttlesford.gov.uk/online-applications>.

To find out more about Appeals please go to the Planning Inspectorate Website: <https://acp.planninginspectorate.gov.uk>

More information about the Planning Process is available here: <https://felsted-pc.gov.uk/planning/>

To find out more about Felsted's Neighbourhood Plan please visit our webpage here: <https://felsted-pc.gov.uk/felsted-neighbourhood-plan>