

BILLERICAY TOWN COUNCIL

MINUTES OF THE PLANNING COMMITTEE HELD IN THE CHANTRY CENTRE, CHANTRY WAY, BILLERICAY ON TUESDAY 30 SEPTEMBER 2025 AT 7.00pm

Present

Cllr C May – Chair	Cllr J Tutton – Vice Chair	Cllr R Clark
Cllr E Davies	Cllr M Moore	Cllr A Talboys

In Attendance Deborah Tonkiss – Town Clerk
Dawn Percy – Office Administrator

83 Apologies for Absence

Cllrs J Henshaw, H Stuart, M Dear

84 Declarations of Interest with Respect to Agenda Items

None

85 Public Participation Session with Respect to Agenda Items

No public were present

86 Signing of Planning Committee Minutes 16 September 2025

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

87 Planning Applications

25/01201/FULL	126 Norsey Road	Proposed first floor front extension and single storey front extensions incorporating new double garage Resolved: The Town Council had no objection to the application.
25/01083/FULL	201 Perry Street	Convert existing flat roof garage to provide habitable accommodation. Raise existing roof height, install new windows. Form new raised terrace to rear garden. Resolved: The Town Council had no objection to the application.
25/01237/FULL	15 Raven Close	Proposed erection of a single storey front extension Resolved: The Town Council had no objection to the application.
25/01221/FULL	11 Fern Close	Proposed erection of front porch extension and removal of the flat roof and replace with a pitched roof on the existing garage Resolved: The Town Council objected on grounds: <ul style="list-style-type: none">• the new porch would not be inline with the building line.• there is a potential parking issue with cars manouvering on and off of the driveway on a

		corner.
25/01159/FULL	39 Station Road	First floor side extension, part single and part two storey rear extension, alterations to elevations, block paving and extended drop kerb to front Resolved: The Town Council had no objection to the application.
25/01233/FULL	56 Scrub Rise	Erection of a single storey front porch and a part two storey rear extension with a juliet balcony Resolved: The Town Council had no objection to the application.
25/01274/FULL	27 Harebell Close	External alterations including access ramp to front garden, insertion of sun tunnels within rear roof slope and new front façade Resolved: The Town Council had no objection to the application.
25/01232/FULL	191 Stock Road	Erection of a part single and part two storey rear extension, single storey front extension and front first floor front extension with garage conversion and new pitched roof to front and side Resolved: The Town Council had no objection to the application.
25/01244/FULL	2 Shakespeare Avenue	Demolition of existing single storey side elevation and proposed erection of single storey side extension with rooflights Resolved: The Town Council had no objection to the application.
25/01227/LBBAS	143 High Street (Billericay Library, Burghstead Lodge)	Localised repairs to the main roof, including: refurbishment of the parapet gutter, reinstatement of sections defective rainwater downpipes with lead substitutes to match the original installation and isolated tile repairs. Internal reinstatement of damaged finishes Resolved: The Town Council had no objection to the application.

88 Review of Planning Procedure and Process

Further to full Council 31/07/25 min.55 it is proposed to form a sub-group for a single session to look at streamlining the Committee procedure and process

Resolved: The meeting will be held on Thursday 16th October 2025 at 2.00pm.

89 Questions from Press and Public

There were none.

There being no further business, the Chairman closed the meeting at 7.26pm.
The next Planning Committee will be held on Tuesday 14th October 2025.

Chairman

Date