

BILLERICAY TOWN COUNCIL

**MINUTES OF THE PLANNING COMMITTEE HELD IN
THE CHANTRY CENTRE, CHANTRY WAY, BILLERICAY
ON TUESDAY 31 March 2026 AT 7.00pm**

Present

Cllr C May – Chair	Cllr J Tutton – Vice Chair	Cllr. M.Dear
Cllr H Stuart		

In Attendance: Dawn Pearcy – Office Administrator

146 Apologies for Absence

Apologies were received from: Cllr.E.Davies and Cllr.R.Clark.

147 Declarations of Interest with Respect to Agenda Items

There were none.

148 Public Participation Session with Respect to Agenda Items

There were no members of the public present.

149 Signing of Planning Committee Minutes 03 March 2026

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

150 Planning Applications

26/00232/FULL	First and Second Floor, Unique House, 147 High Street	Extension and conversion of the existing office building to provide affordable 14no. residential units. Resolved: The Town Council objected to the Application on the grounds of: Excessive height in the Conservation Area.
26/00055/FULL	Ardmore House, London Road	Proposed ground floor side extension, conversion of garage to form habitat, 3no. outbuildings and poly tunnel. Resolved: The Town Council objected to the Application on the grounds: Inappropriate development on Green Belt.

151. Responses to Applications not on the Planning Committee Agenda.

A list of all no objection responses since 1st January 2026 were printed as per full Council 12 March 2026 for the planning Committee.

Resolved: Members noted the list of Applications Received since 02 January 2026 and agreed an up to date list should be an Agenda item at every meeting.

152. Notification of Changes to Planning Appeals from 1st April 2026.

Members looked at and discussed the Changes to Planning Appeals notification from the Government's new procedural guide.

Resolved: Members noted the changes to Planning Appeals were relevant to the Appeal process going forward.

153. New Signpost for the Chantry Centre.

Members considered a new Chantry Centre sign in the High Street and agreed that a new sign is needed and that it should have directions to The Town Council as well as the Chantry Centre. The Committee also agreed on the need of a Town Council sign on the front of the Chantry Centre building.

Resolved: BTC to approach Basildon Council regarding the new High Street sign.

Recommendation: that the matter of the Chantry Centre Town Council sign be brought to the next F&GP meeting on the 16th April 2026.

7.22pm. Cllr. Heather Stuart left the meeting.

154. Allotments

Members considered the provision of allotments in Billericay, noting the issue of access to the QE11 playing field on to the identified site at Quilters. Members also considered approaching developers regarding more allotment sites

Resolved:

- i. That members meet to review the file on the Quilters site.
- ii. To look at meeting with the developers with the purpose of allocating a portion of development sites for allotments.

155. Questions from Press and Public

There were none.

There being no further business, the Chairman closed the meeting at 7.42pm.
The next Planning Committee is scheduled for Tuesday 14th April 2026.

Chairman

Date