

BILLERICAY TOWN COUNCIL

**MINUTES OF THE PLANNING COMMITTEE HELD IN
THE CHANTRY CENTRE, CHANTRY WAY, BILLERICAY
ON TUESDAY 12 May 2026 AT 7.00pm**

Present

Cllr C May – Chair	Cllr J Tutton – Vice Chair	Cllr A Talboys
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In Attendance: Dawn Pearcy – Office Administrator

1 Election of Chairman

Cllr C May was proposed by Cllr Tutton and seconded by Cllr Talboys and as there were no other nominations it was:

Resolved: that Cllr May be elected Chairman of the Planning Committee for the ensuing municipal year.

2 Apologies for Absence

Apologies were received from Cllr Clark, Cllr Dear and Cllr Stuart

3 Appointment of Vice-Chairman

Cllr Tutton was proposed by Cllr May and seconded by Cllr Talboys and as there were no other nominations it was:

Resolved: that Cllr Tutton be appointed Vice-Chairman of the Planning Committee for the ensuing municipal year.

4 Declarations of Interest with Respect to Agenda Items

None

5 Public Participation Session with Respect to Agenda Items

There were no members of the public present.

6 Signing of Planning Committee Minutes 28 April 2026

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

7 Planning Applications

26/00359/TPOBAS	35 Norsey Road	Proposed works to following trees: T1 Oak- 2-3 metre re-pollard, T2 Oak- 2-3 metre re-pollard, T3 Maple – Crown reduction of up to 2 metres cut back and lift away from bus stop and pavement, T4 Maple – Crown reduction of up to 2 metres cut back and lift away from bus stop and pavement, T5
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		Hornbeam – Sever Ivy, crown reduction of up to 2 metres, cut back and lift away from bus stop and T6 Cherry – Crown reduction of 1-2 metres. Resolved: The Town Council had no objection to the application.
26/00424/FULL	81 Chapel Street	Single storey side extension incorporating garage and part single / part two-storey rear extension. Resolved: The Town Council objected on the grounds: <ul style="list-style-type: none"> • Creates an unbalanced appearance • Is out of keeping with the Conservation Area.
26/00432/FULL	17 Cherry Gardens	Single storey front extension. Resolved: The Town Council objected on the grounds: <ul style="list-style-type: none"> • Insufficient parking for the number of bedrooms at the property
26/00450/FULL	12 Mountnessing Road	Erection of a front porch and side extensions, together with a tiled roof extension incorporating dormer. Resolved: The Town Council had no objection to the application.
26/00454/FULL	28 Fairfield Rise	Proposed single storey rear infill extensions and alterations to rear fenestration. Resolved: The Town Council had no objection to the application.
26/00478/FULL	55 Hollyford	Single storey front extension incorporating the existing porch and extending across the front and side elevations to form a utility room. Also, replace the existing flat roof extension with a sloped roof and incorporating 2no. roof lights and 2no. velux windows. Resolved: The Town Council had no objection to the application.
26/00479/VAR	Stock Brook Manor Golf and Country Club.	Variation of condition 2 (Approved Plans and Documents) to alter the weatherproof canopy roof approved in the original planning application 25/00587/FULL to provide an enclosed padel facility. Resolved: The Town Council had no objection to the application.

8 Planning Committee Change of Process

Members noted that the Planning Committee will now meet every 4 weeks and look at all applications, and that the new system will be reviewed in 6 months.

9 Review of Planning Committee Terms of Reference

Members received the revised Terms of Reference for the new planning process.

Recommendation: The Terms of Reference are approved and adopted.

10 Questions from Press and Public

There were none.

There being no further business, the Chairman closed the meeting at 7.25pm. The next Planning Committee is scheduled for Tuesday 09 June 2026.

Chairman

Date

DRAFT