

07 April 2026



Princes Road
Maldon
Essex CM9 5DL

www.maldon.gov.uk



APOLOGIES: Committee Services
Email: Committee.clerk@maldon.gov.uk

CHIEF EXECUTIVE
Doug Wilkinson

Dear Councillor

You are summoned to attend the meeting of the;

CENTRAL AREA PLANNING COMMITTEE

on **WEDNESDAY 15 APRIL 2026** at **7.30 pm**

in the **Council Chamber, Maldon District Council Offices, Princes Road, Maldon.**

Please Note: All meetings will continue to be live streamed on the [Council's YouTube channel](#) for those wishing to observe remotely. Public participants wishing to speak remotely at a meeting can continue to do so via Microsoft Teams.

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A copy of the agenda is attached.

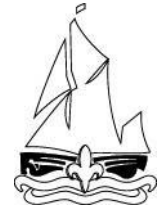
Yours faithfully

Chief Executive

COMMITTEE MEMBERSHIP:

CHAIRPERSON	Councillor P L Spenceley
VICE-CHAIRPERSON	Councillor A M Lay
COUNCILLORS	J R Burrell-Cook S J Burwood S Dodsley J Driver K Jennings K M H Lagan N D Spenceley J C Stilts N J Swindle

Please note: Electronic copies of this agenda and its related papers are available via the Council's website www.maldon.gov.uk.



**AGENDA
CENTRAL AREA PLANNING COMMITTEE**

WEDNESDAY 15 APRIL 2026

1. **Chairperson's notices**
2. **Apologies for Absence**
3. **Minutes of the last meeting** (Pages 7 - 8)

To confirm the Minutes of the meeting of the Committee held on 17 December 2025 (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **25/01115/FUL - Maldon District Council, Council Offices, Princes Road, Maldon**
(Pages 9 - 16)

To consider the report of the Director of Place, Planning and Growth, (copy enclosed, Members' Update to be circulated)*.

6. **Any other items of business that the Chairperson of the Committee decides are urgent**

Note:

1. The Council operates a facility for public participation. This will operate only in relation to the consideration and determination of planning applications under Agenda Item Nos. 5.
2. The Committee may consider representation from one objector, one supporter, a Parish / Town Council representative, and the applicant / agent. Please note that the opportunity to participate is afforded only to those having previously made written representation.
3. Anyone wishing to participate must register by completing [the online form](#) no later than noon on the working day before the Committee meeting.
4. For further information please see the Council's website – www.maldon.gov.uk/committees

* Please note the list of related Background Papers attached to this agenda.

NOTICES

Recording of Meeting

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

Fire

We do not have any fire alarm testing scheduled for this meeting. In the event of a fire, a siren will sound. Please use either of the two marked fire escape routes. Once out of the building please proceed to the designated muster point located on the grass verge by the police station entrance. Please gather there and await further instruction. If you feel you may need assistance to evacuate the building, please make a member of Maldon District Council staff aware.

Health and Safety

Please be advised of the different levels of flooring within the Council Chamber.

Closed-Circuit Televisions (CCTV)

Meetings held in the Council Chamber are being monitored and recorded by CCTV.

Lift

Please be aware, there is not currently lift access to the Council Chamber.

DISTRICT AND AREA PLANNING COMMITTEE BACKGROUND PAPERS

The Background Papers listed below have been relied upon in the preparation of this report:

1. The current planning applications under consideration and related correspondence.
2. All third-party representations and consultation replies received.
3. The following Statutory Development Plans and Other Material Considerations:

Statutory Development Plans

- [Maldon District Local Development Plan 2014-2029](#) - approved by the Secretary of State 21 July 2017
- [Burnham-On-Crouch Neighbourhood Development Plan](#) (Made 7 Sept 2017)
- [Wickham Bishops Neighbourhood Development Plan](#) (Made 30 June 2021)
- [Langford and Ulting Neighbourhood Development Plan](#) (Made 31 March 2022)
- [Great Totham Neighbourhood Development Plan](#) and [Village Design Statement](#) (Made 6 July 2022)
- [Mayland Neighbourhood Plan](#) (Made 25 September 2025)
- [Essex and Southend on Sea Waste Local Plan](#) 2017
- [Essex Minerals Local Plan](#) 2014

Other Material Considerations

Legislation

- [The Town and Country Planning \(Use Classes\) Order 1987](#) (as amended)
- [The Town and Country Planning Act 1990](#) (as amended)
- [Planning \(Listed Buildings and Conservation Areas\) Act 1990](#)
- [Planning \(Hazardous Substances\) Act 1990](#)
- [The Planning and Compensation Act 1991](#)
- [Human Rights Act 1998](#)
- [The Planning and Compulsory Purchase Act 2004](#) (as amended)
- [The Town and Country Planning \(Control of Advertisements\) \(England\) Regulations 2007](#)
- [Localism Act 2011](#)
- [The Planning Act 2008](#)
- [Marine and Coastal Access Act 2009](#)
- [Equality Act 2010](#)
- [The Community Infrastructure Levy Regulations 2010](#) (as amended)
- [The Town and Country Planning \(Tree Preservation\) \(England\) Regulations 2012](#)
- [The Neighbourhood Planning \(General\) Regulations 2012](#) (as amended)
- [The Town and Country Planning \(Local Planning\) \(England\) Regulations 2012](#) (as amended)
- [Growth and Infrastructure Act 2013](#)
- [The Town and Country Planning \(General Permitted Development\) Order 2015](#) (as amended)

- [The Town and Country Planning \(Development Management Procedure\) \(England\) Order 2015](#)
- [Housing and Planning Act 2016](#)
- [The Self-build and Custom Housebuilding Regulations 2016](#)
- [The Town and Country Planning \(Environmental Impact Assessment\) Regulations 2017](#)
- [Neighbourhood Planning Act 2017](#)
- [The Town and Country Planning \(Brownfield Land Register\) Regulations 2017](#)
- [The Conservation of Habitats and Species Regulations 2017](#)
- [Environment Act 2021](#)
- [Levelling Up and Regeneration Act 2023](#)
- [The Biodiversity Gain \(Town and Country Planning\) \(Consequential Amendments\) Regulations 2024](#)
- [The Biodiversity Gain Requirements \(Exemptions\) Regulations 2024](#)
- [The Biodiversity Gain \(Town and Country Planning\) \(Modifications and Amendments\) \(England\) Regulations 2024](#)

National Planning Policy

- [National Planning Policy Framework \(NPPF\)](#)
- [Planning Policy for Travellers Sites 2024](#)
- Written Ministerial Statements – as / if referred to in the report
- Government Circulars – as / if referred to in the report

Guidance, Supplementary Planning Documents (SPD) and Design Statements

National-scale

- [National Planning Practice Guidance](#)

Sub-Regional / Essex-scale

- [Essex and South Suffolk Shoreline Management Plan \(SMP\)](#) - October 2010
- [South East Inshore Marine Plan](#) - June 2021
- [The Essex Design Guide](#)

District-scale

- [North Heybridge Garden Suburb Strategic Masterplan Framework – 2014](#)
- [Maldon District Design Guide SPD 2018](#)
- [Maldon and Heybridge Central Area Masterplan SPD – 2017](#)
- [South Maldon Garden Suburb Strategic Masterplan Framework SPD – 2018](#)
- [Maldon District Vehicle Parking Standards SPD – 2018](#)
- [Maldon District Renewable and Low Carbon Technologies SPD – 2018](#)
- [Maldon District Specialist Needs Housing SPD – 2018](#)
- [Maldon District Affordable Housing and Viability SPD – 2018- amended 2019](#)
- [Maldon District Green Infrastructure Strategy SPD - 2019](#)
- [Essex Coast Recreational Disturbance Avoidance Mitigation Strategy \(RAMS\) SPD - 2020](#)
- [North Quay Development Brief SPD - 2020](#)
- [Maldon District Five Year Housing Land Annual Supply Statement – May 2024](#)

Local-scale

- [Heybridge Basin Village Design Statement – 2007](#)
- [Althorne Village Design Statement - 2015](#)
- [Woodham Walter Village Design Statement – 2017](#)

Maldon District Local Development Plan Review Evidence Base

- Various Conservation Area Appraisals
- [Maldon District Viability Study 2020](#)
- [Maldon District Economic Study 2020](#)
- [Maldon District Local Housing Needs Assessment 2021](#)
- [Maldon District Nature Conservation Study 2022](#)
 - [Assessment of Selected Sites](#)
 - [Maldon District Local Wildlife Sites Register 2022](#)
 - [Maldon Wildlife Sites Ratification Letter 2024](#)
- [Maldon District Rural Facilities Survey and Settlement Pattern 2023](#)
- [Maldon District Housing and Economic Land Availability Assessment \(HELAA\) 2023](#)
- [Maldon District Employment Land and Premises Study 2024](#)
 - [Appendix G](#)
 - [Appendix H](#)
 - [Appendix I](#)
 - [Appendix J](#)

All Background Papers are available for electronic inspection at the Maldon District Council Offices, Princes Road, Maldon, Essex CM9 5DL during [opening hours](#).



**MINUTES of
CENTRAL AREA PLANNING COMMITTEE
17 DECEMBER 2025**

PRESENT

Vice-Chairperson (in the chair)	Councillor A M Lay
Councillors	J R Burrell-Cook, S Dodsley, J Driver, K M H Lagan, J C Stilts and N J Swindle
Officers (Maldon District Council)	Mr Jaggard, Director of Place, Planning and Growth Mr Johnson, Head of Development Management and Building Control Mr Purvis, Development Management Team Leader

427. CHAIRPERSON'S NOTICES

The Chairperson welcomed everyone to the meeting and went through some general housekeeping arrangements for the meeting.

428. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S J Burwood, N D Spenceley and P L Spenceley.

429. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the meeting of the Committee held on 19 November 2025 be approved and confirmed.

430. DISCLOSURE OF INTEREST

There were none.

431. TREE PRESERVATION ORDER (TPO) 06/25 - LAND TO THE FRONT OF 27 MAYFLOWER DRIVE, MALDON

Application Number	06/25
Location	Land To The Front of 27 Mayflower Drive - Maldon
Proposal	Confirmation of TPO 06/25
Applicant	Maldon District Council
Target Decision Date	6 January 2026
Case Officer	Hayley Sadler
Parish	Maldon South
Reason for Referral to the Committee / Council	Decision on confirmation of a Tree Preservation Order as per the Council's scheme of delegation.

The Officer presented the report.

Following this Councillor K M H Lagan proposed that the Committee approve the Tree Preservation Order. This was duly seconded.

Upon a vote being taken this proposal was agreed.

RESOLVED that the Tree Preservation Order 06/25 be **CONFIRMED**.

There being no other items of business the Chairperson closed the meeting at 7.36 pm.

A M LAY
CHAIRPERSON



**REPORT of
DIRECTOR OF PLACE, PLANNING AND GROWTH**

to
**CENTRAL AREA PLANNING COMMITTEE
15 APRIL 2026**

Application Number	25/01115/FUL
Location	Maldon District Council, Council Offices, Princes Road, Maldon, CM9 5DL
Proposal	Replacement of a selection of windows and doors.
Applicant	Mr David Toal – The Window Company
Agent	Mr David Toal – The Window Company
Target Decision Date	21 April 2026
Case Officer	Hayley Sadler
Parish	Maldon North
Reason for Referral to the Committee / Council	Council Owned Land

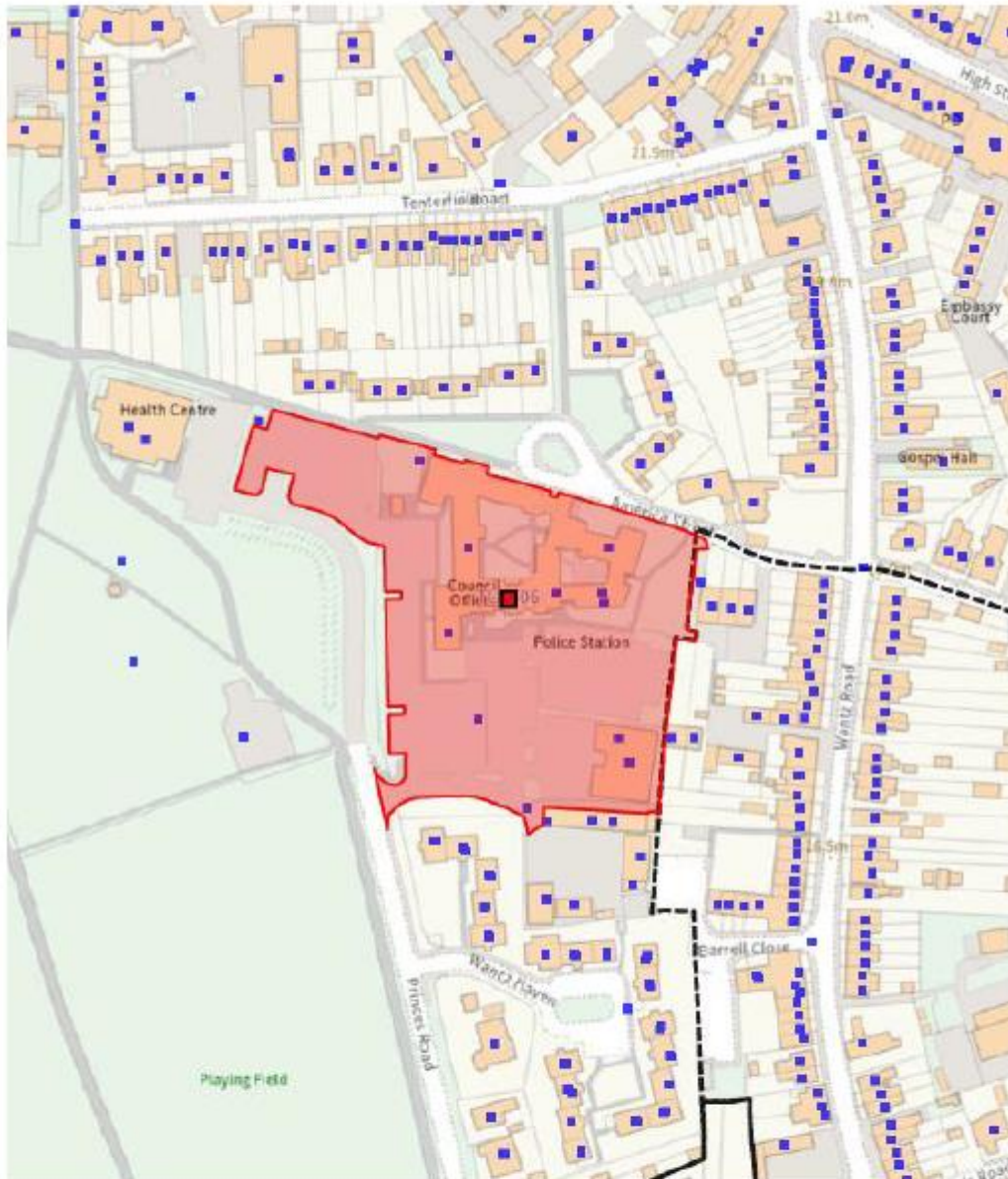
1. **RECOMMENDATION**

APPROVE subject to the conditions (as detailed in Section 8 of this report).

2. **SITE MAP**

Please see below.

25/01115/FUL – Maldon District Council – Council Offices – Princes Road –
Maldon – CM9 5DL



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Maldon District Council 130316/888 2014

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3. SUMMARY

3.1 Proposal / brief overview, including any relevant background information

3.1.1 The application site is located to the north eastern side of Princes Road and the southern side of America Street within the settlement boundary of Maldon. The site is occupied by a two-storey detached building.

3.1.2 Planning permission is sought for replacement of a selection of windows and doors.

3.1.3 The windows and doors to be replaced would be on the eastern, southern and western outer elevations at both ground and first floor level. In addition, two doors and associated glazing on the southern and eastern inner elevation will be changed. The proposed windows and doors would be of a Rehau rosewood colour externally, and white internally.

3.2 Conclusion

3.2.1 The proposed replacement windows and doors would upgrade and enhance the external appearance of the building and are in keeping with its character. There would be no harm to neighbouring amenity. Other than the upgrading of the windows, there is no change in terms of the relationship of the windows and doors to its surroundings as they are tantamount to like for like replacement. The proposed development is therefore accordance with the relevant policies contained within the Local Development Plan (LDP).

4. MAIN RELEVANT POLICIES

Members' attention is drawn to the list of background papers attached to the agenda.

4.1 National Planning Policy Framework including paragraphs:

- 7 Sustainable development
- 8 Three objectives of sustainable development
- 10-14 Presumption in favour of sustainable development
- 39 Decision-making
- 48-51 Determining applications
- 56-59 Planning conditions and obligations
- 124-130 Making effective use of land
- 131-141 Achieving well-designed places
- 202-221 Conserving and enhancing the historic environment

4.2 Maldon District Local Development Plan 2014 – 2029 approved by the Secretary of State:

- S1 Sustainable Development
- S8 Settlement Boundaries and the Countryside
- D1 Design Quality and Built Environment
- D2 Climate Change & Environmental Impact of New Development
- D3 Conservation and Heritage Assets
- H4 Effective Use of Land

4.3 Relevant Planning Guidance / Documents:

- National Planning Policy Framework (NPPF)
- Maldon District Design Guide SPD
- Maldon District Vehicle Parking Standards SPD

5. MAIN CONSIDERATIONS

5.1 Principle of Development

- 5.1.1 The main considerations in the determination of this application are the principle of the development, the impact of the proposal on the character and appearance of the area, any impact on the amenity of the occupiers of neighbouring residential properties and highways/parking.

5.2 Design and Impact on the Character of the Area

- 5.2.1 The planning system promotes high quality development through good inclusive design and layout, and the creation of safe, sustainable, liveable and mixed communities. Good design should be indivisible from good planning. Recognised principles of good design seek to create a high-quality built environment for all types of development.
- 5.2.2 It should be noted that good design is fundamental to high quality new development and its importance is reflected in the NPPF. Similar support for high quality design and the appropriate layout, scale and detailing of development is required by Policy D1 and H4 of the LDP and is found within the Maldon District Design Guide (MDDG) (2017).
- 5.2.3 A successful development needs to integrate well with the existing streetscene. Visual cues such as rhythm, proportions and alignments taken from adjacent buildings should be used to inform the design of the development.
- 5.2.4 Section 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires the Council to pay special attention to the desirability of preserving or enhancing the character or appearance of the conservation area.
- 5.2.5 The proposed replacement windows and doors would all be located in the same position as they are currently. The existing windows are visible from outside of the building and in this respect, there is no change. Overall, it is considered that the development would integrate successfully into the existing wider site and is therefore acceptable.
- 5.2.6 The application site borders the Maldon Conservation Area to the east. The Council's Principal Conservation & Heritage Officer has advised that the proposal will have no impact on the setting or significance of any nearby designated heritage assets.
- 5.2.7 Therefore, the proposal would not harm the character or appearance of the building or the surrounding area, and as such is in compliance with Policies D1, D3 and H4 of the LDP.

5.3 Impact on Residential Amenity

- 5.3.1 The basis of policy D1 of the approved LDP seeks to ensure that development will protect the amenity of its surrounding areas taking into account privacy, overlooking, outlook, noise, smell, light, visual impact, pollution, daylight and sunlight. This is supported by section C07 of the MDDG (2017).
- 5.3.2 Due to the development comprising the replacement of existing windows and doors, the development would not impact on any existing neighbouring properties. Furthermore, the Council's Environmental team have been consulted on the

application and have advised that the proposed development would not introduce any new use or activity to the site that would be likely to result in noise, odour, contamination, or other environmental health impacts, in accordance with the stipulations of Policy D1 of the LDP.

5.4 Access, Parking and Highway Safety

5.4.1 Policy D1 of the approved LDP seeks to include safe and secure vehicle and cycle parking having regard to the Council's adopted parking standards.

5.4.2 The proposed development would have no impact upon car parking requirements on site.

6. ANY RELEVANT SITE HISTORY

- **MAL/2/75** – Extension to chief exec department – Approved – 10 March 1975
- **MAL/805/80** – Roadway – Approved – 11 December 1980
- **MAL/324/82** – Depot – Approved – 22 July 1982
- **MAL/699/82** – Depot – Approved – 16 December 1982
- **MAL/94/83** – Centralisation of offices – Approved – 21 April 1983
- **MAL/94/83/A** – Centralisation of offices – Approved – 15 May 1985
- **MAL/940/88** – Temporary portacabins – Approved – 26 October 1988
- **MAL/557/89** – Electrical substation in car park – Approved – 25 July 1989
- **90/00687/FULF** – Retention of use of temporary office car park for further 2 years (existing approval MAL/940/88 expires 25.10.90) – Approved – 21 September 1990
- **90/00687/FUL1** - Renewal of consent for temporary office car park for further two years – Approved – 19 July 1991
- **90/00687/FUL2** - Renewal of temporary consent Retention of office car park for a further two years – Approved – 1 November 1993
- **90/00687/FUL3** - Renewal of consent - retention of office car park for a further three years – Approved – 28 November 1994
- **90/00687/FUL4** - Renewal of consent - retention of office car park for a further three years – Approved – 25 July 1997
- **90/00687/FUL5** - Renewal of consent - retention of office car park for a further three years – Approved – 14 December 1998
- **96/00447/FUL** - Erection of housing and mast for air quality monitoring equipment (mast height 8m) – Approved – 23 September 1996
- **00/00768/FUL** - Renewal of consent - retention of office car park – Approved – 10 November 2000
- **01/00820/FUL** - Renewal of consent- retention of office car park – Approved – 2 November 2001
- **02/01039/FUL** - Non-compliance with condition 1 to allow permanent use of land as car park – Approved – 22 January 2003
- **16/00235/FUL** - Demolition of existing prefabricated office building, and redevelopment of land for car parking. – Approved – 28 April 2016
- **16/01513/FUL** - Installation of external lighting to newly formed car park. – Approved – 24 March 2017

7. **CONSULTATIONS AND REPRESENTATIONS RECEIVED**

7.1 Representations received from Parish / Town Councils

Name of Parish / Town Council	Comment	Officer Response
Maldon Town Council	Supports the application	Noted

7.2 Internal Consultees (*summarised*)

Name of Internal Consultee	Comment	Officer Response
Principal Conservation & Heritage Officer	No comments	Noted – refer to 5.2 of report
Environmental Health	No objection	Noted – refer to 5.3 of report

7.3 Site Notice / Advertisement

7.3.1 The application was advertised by way of four site notices posted on the 4 March 2026 (with expiry date for comments set at 25 March 2026). Two site notices were affixed at eye level to posts located along the west of the application site, one site notice was affixed at eye level to a post located on the south elevation and one site notice was affixed at eye level to a post located on the east elevation all were in a prominent position within the street scene.

7.3.2 Notice was also given by way of newspaper advertisement posted in the Maldon and Burnham Standard, published on the 5 March 2026 (with expiry date for comments set at 26 March 2026).

7.4 Representations received from Interested Parties (*summarised*)

7.4.1 No letters of representation have been received

8. **PROPOSED CONDITIONS**

1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON To comply with Section 91(1) The Town & Country Planning Act 1990 (as amended).

2 The development hereby permitted shall be carried out in accordance with the approved plans and documents as shown on the decision notice.

REASON To ensure that the development is carried out in accordance with the details as approved.

3 The materials used in the construction of the development hereby approved shall be as set out within the application form/plans hereby approved.

REASON In the interest of the character and appearance of the area in accordance with policy D1 of the approved Local Development Plan and guidance contained within the National Planning Policy Framework.

Approved Plans & Documents

Location Plan

TS25-851-E-1 (Existing Elevations)

TS25-851-E-1 Rev A - (Proposed Elevations)

Window & Door Specifications

1482 - Aluminium Door Sets

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