



# Leigh-on-Sea Town Council

71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP | Tel: 01702 716288

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**Chair:** Councillor Bernard Arscott | **Vice Chair:** Councillor Carole Mulroney  
**Town Clerk:** Clare Milligan



## Planning, Licensing and Environment Committee Meeting

You are hereby summoned to the Planning, Licensing and Environment Committee meeting to be held in Room 6, Council Chambers, Leigh-On-Sea Community Centre, 71-73 Elm Road, Leigh-On-Sea, Essex, SS9 1SP on Tuesday, **4<sup>th</sup> February 2025 at 7:30pm.**

*C Milligan*

Mrs Clare Milligan  
Town Clerk  
30<sup>th</sup> January 2025

Chair: Councillor P Gilson.

Vice Chair: Councillor J Garston.

Councillor Membership: Dr D Bowry, A Hart, P Barber, O Richards and P Wexham.

The press and the public are cordially invited to join the meeting.

## AGENDA

### 1. Apologies for Absence

To receive and approve apologies for absence.

### 2. Declarations of Members' Interests

Declaration of any disclosable pecuniary interests, other registerable and non-registerable interests relating to items on the agenda in accordance with the Code of Conduct.

Members must not participate in any discussion on the matter in which they have declared a disclosable pecuniary interest or other registerable interest or participate in any vote, or further vote, taken on the matter at the meeting and must withdraw from the room unless the Member has received a dispensation in relation to the matter.

### 3. Public Participation

In accordance with Standing Order 3.e. to allow up to 15 minutes for members of the public to make representations, ask questions and give evidence in respect of any item on the agenda. At the close of this item members of the public will no longer be permitted to address the Council.

### 4. Minutes

To receive and agree the minutes of the Planning, Highways and Licensing Committee meetings held on 21<sup>st</sup> January 2024.

### 5. Planning Applications

To receive the following planning applications for consideration and agreement on comments to be submitted to Southend City Council. All applications can be viewed at the City Council's planning portal by typing in the application number.

a) **25/00047/FUL - 1595 London Road, Leigh-on-Sea, Essex SS9 2SG**

Erect staircase to the rear.

[Planning Documents](#)

b) **24/01961/FUL - 46 Dundonald Drive, Leigh-on-Sea, Essex SS9 1NB**

Form new vehicle crossing onto Dundonald Drive.

[Planning Documents](#)

- c) **25/00069/FUL – Flat 1, 82 Undercliff Gardens, Leigh-on-Sea, Essex SS9 1ED**  
Extend existing detached outbuilding to front, raise height of boundary fence on east elevation.  
[Planning Documents](#)
- d) **25/00072/AD – West Leigh Baptist Church, Lymington Avenue, Leigh-on-Sea, Essex SS9 2AJ**  
Application for approval of details pursuant to conditions 03 (Details of external materials), 05 (Details of cycle storage), 08 (Details of hard and soft landscaping), 09 (Details of obscure glazing), 15 (Waste management plan) of planning permission 22/02284FUL dated 07.03.2023.  
[Planning Documents](#)
- e) **24/01475/FUL – 57 Cottesmore Gardens, Leigh-on-Sea, Essex, SS9 2TF**  
Change of use from outbuilding to tutor room (Retrospective).  
[Planning Documents](#)
- f) **24/02033/CLP – 21 Vardon Drive, Leigh-on-Sea, Essex, SS9 3SP**  
Hipped to gable roof extension with dormer to rear and rooflights to front, single storey front porch (certificate of lawful development - proposed).  
[Planning Documents](#)
- g) **24/01673/FUL – Lydia House, Practice 8, Sutherland Boulevard, SS9 3PS**  
Change of use from doctor's surgery (Class D1) to form 7 self-contained flats (Class C3), erect two storey rear extension with undercroft parking with communal spaces to rear, erect balconies to front and side, canopy to front and alter elevations, layout soft landscaping, cycle and bin storage to rear and layout hard and soft landscaping to front.  
[Planning Documents](#)
- h) **25/00085/TCA – 1 The Terrace, Leigh-on-sea, Essex SS9 2DF**  
Fell to ground level one Cypress Tree (T1) to front (Application for works to trees in a Conservation Area).  
[Planning Documents](#)
- i) **25/00094/CLP – 38 Stirling Avenue, Leigh-on-sea, Essex SS9 3PP**  
Hip to gable loft conversion to form habitable accommodation with rear dormer and front roof lights (Lawful development certificate - proposed).  
[Planning Documents](#)
- j) **25/00094/CLP – 161 Pall Mall, Leigh-on-Sea, Essex SS9 1RB**  
Hip to gable loft conversion to form habitable accommodation with rear dormer and front roof lights (Lawful development certificate - proposed).  
[Planning Documents](#)
- k) **25/00106/FUL – 98a Broadway, Leigh-on-Sea, Essex SS9 1AB**  
Change of use of first floor from residential (Class C3) to offices (Class E).  
[Planning Documents](#)

## 6. Highways

The following items have been brought to the attention of the Planning Officer by members of the public for discussion and decision for any action to be taken:

- a. **Elm Road & Broadway West junction.** Puddles gathering on the side of the road on the 3-way zebra crossing by Dash Coffee Shop.

- b. **Elm Road, Broadway & Broadway West junction.** Eroded signposts on 3-way zebra crossing.
- c. **Dundee Avenue.** Complaint regarding street parking.