



# Leigh-on-Sea Town Council

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Chairman: Cllr Carole Mulroney  
Vice Chairman: Cllr Helen Robertson  
Town Clerk: Paul Beckerson

Notice is hereby given that the next meeting of the **Planning, Highways & Licensing Committee** will take place **Tuesday 28<sup>th</sup> June 2016** at the **Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea at 7.30pm** when it is hoped to transact the following business:

## AGENDA

1. APOLOGIES FOR ABSENCE
2. DECLARATION OF MEMBERS' INTERESTS
3. APPROVE MINUTES OF THE PREVIOUS MEETINGS – 17<sup>th</sup> May 2016 & 14<sup>th</sup> June 2016
4. GUIDANCE FOR RESIDENTS ON PLANNING APPLICATIONS (Appendix 1) – FOR INFORMATION
5. LICENSING APPLICATIONS  
None
6. PLANNING APPLICATIONS
  - a) LOS/16/0166 SOS/16/00851/FULH  
**4 WOODFIELD GARDENS, LEIGH-ON-SEA, SS9 1EW (Leigh Road Ward)**  
Form hipped to gable roof extension, dormer to rear with Juliette balcony and raise and alter roof on rear extension
  - b) LOS/16/0168 SOS/16/00754/FUL  
**229-231 LEIGH ROAD, LEIGH-ON-SEA, SS9 1JA (Leigh Road Ward)**  
Erect additional floor to create one self-contained flat with balcony and layout parking to rear.
  - c) LOS/16/0169 SOS/16/00745/LBC  
**HERSCHELL HOUSE 87 LEIGH HILL, LEIGH-ON-SEA, SS9 1AR (St Clements Ward)**  
Demolish existing single storey studio and erect single storey extension to west side, associated alterations to the western end of the listed building including change of fenestration to the south elevation and associated piling works.
  - d) LOS/16/0170 SOS/16/00940/FULH  
**10 CANVEY ROAD, LEIGH-ON-SEA, SS9 2NN (Thames Ward)**  
Erect single storey rear extension.
  - e) LOS/16/0171 SOS/16/00942/FUL  
**121A BROADWAY, LEIGH-ON-SEA, SS9 1PG (St Clements Ward)**  
Replace windows to front, side and rear.
  - f) LOS/16/0172 SOS/16/00905/FUL  
**THE PETER BOAT INN 27 HIGH STREET, LEIGH-ON-SEA, SS9 2EN (St Clements Ward)**  
Install raised decking and raised planter's to front and side (part-retrospective)

- g) LOS/16/0173 SOS/16/00944/FULH  
**5 GRAND DRIVE, LEIGH-ON-SEA, SS9 1BG (St Clements Ward)**  
Demolish existing garage and erect part single, part two storey side extension, erect single storey rear extension, convert loft to habitable accommodation with juliette balcony to rear, refurbish existing first floor balcony and alter elevations.
  - h) LOS/16/0174 SOS/16/00942/FULH  
**30 HAMBORO GARDENS, LEIGH-ON-SEA, SS9 2NR (Thames Ward)**  
Erect single storey side and rear extension and install raised decking to rear.
  - i) LOS/16/0175 SOS/16/00927/FULH  
**11 GLEN ROAD, LEIGH-ON-SEA, SS9 1EU (Leigh Road Ward)**  
Erect single storey rear extension and alter elevations.
  - j) LOS/16/0176 SOS/16/00906/FUL  
**THE PETER BOAT INN 27 HIGH STREET, LEIGH-ON-SEA, SS9 2EN (St Clements Ward)**  
Erect bin store to side.
  - k) LOS/16/0177 SOS/16/00907/FUL  
**THE PETER BOAT INN 27 HIGH STREET, LEIGH-ON-SEA, SS9 2EN (St Clements Ward)**  
Erect single storey front extension.
  - l) LOS/16/0178 SOS/16/00976/FULH  
**122 LEIGHTON AVENUE, LEIGH-ON-SEA, SS9 1PY (Elms Ward)**  
Erect part single/part first floor rear extension.
  - m) LOS/16/0179 SOS/16/00990/AMDT  
**54 SOMERVILLE GARDENS, LEIGH-ON-SEA, SS9 1DF (Leigh Road Ward)**  
Application to vary condition 02 (approved plans) replace approved plans with plan numbers as2094.a, as2094.bay1a, as2094 04l, as2094 05k, as2094 06j, as2094 07h and as2094 08h (to modify roof), condition 03 (samples), condition 05 (landscaping) and condition 07 (renewable energy) (minor material amendment) of planning permission 13/01731/FUL (demolish existing garages, erect two storey side extension to south elevation and first floor side extension to north elevation, alter other elevations, convert into two semi-detached dwelling houses, extend existing vehicular access, and layout parking and amenity areas) dated 10.03.2014
  - n) LOS/16/0180 SOS/16/00970/FULH  
**26 BUXTON AVENUE, LEIGH-ON-SEA, SS9 3UB (Highlands Ward)**  
Erect first floor front and rear extension, alter elevations and extend existing vehicular access (amended proposal).
7. GENERAL PERMITTED DEVELOPMENT APPLICATIONS – FOR INFORMATION
- a) LOS/16/0167 SOS/16/01031/GPDE  
**13 BAILEY ROAD, LEIGH-ON-SEA, SS9 3PJ (Highlands Ward)**  
Erect single storey rear extension, projecting 3.6M beyond the existing rear wall of the dwelling, 3M high to eaves and with a maximum height of 3M.
8. APPEALS LODGED
- a) SOS/15/01760/TEL  
**02 TELECOMMUNICATIONS SITE AT 1565 LONDON ROAD, LEIGH-ON-SEA (Highlands Ward)**  
Replace existing 10m dual-purpose telecommunications lamppost with 12.88m dual-purpose telecommunications lamppost with equipment cabinet and associated works.

- b) SOS/15/01944/FUL  
**83A ELM ROAD, LEIGH-ON-SEA, SS9 1SP (Elms Ward)**  
Change of use from office (class B1 (a)) to self-contained flat (class C3).
- c) SOS/16/00043/REFN  
**104 SALISBURY ROAD, LEIGH-ON-SEA, SS9 2JN (Herschell Ward)**  
Demolish existing dwelling houses at 104 - 106 Salisbury Road, erect three detached dwelling houses and form additional vehicular access onto Salisbury Road (amended proposal)

9. **LAWFUL DEVELOPMENT CERTIFICATES – FOR INFORMATION**

None



Helen Symmons  
Acting Town Clerk  
23<sup>rd</sup> June 2016

**Any member who is unable to attend the meeting should send their apologies before the meeting**



## **LEIGH-ON-SEA TOWN COUNCIL GUIDANCE FOR RESIDENTS ON PLANNING APPLICATIONS**

Detailed advice can be sought from Southend-on-Sea Borough Council, who are the Planning Authority for the area. Leigh-on-Sea Town Council is a consultee on applications within the Leigh Parish area.

When a planning application is submitted the Borough Council will initially look through and it is given a unique reference number which should be quoted on all correspondence.

It is important before making representations that you look at the plans. In Leigh these will be available at the Town Council to view. It is also important that you send any objections or comments to the Borough Council as well as the Town Council.

Only representations made on certain planning grounds can be considered. Disputes between neighbours and legal matters such as covenants, also the effect on the value of your own property is not a planning matter which can be considered by the Planning Authority..

Representations have to be submitted within a specific time period and the Town Council also has to respond in a tight time frame. Its Planning Committee meets twice a month to ensure it meets these deadlines. These meetings are open to the public and you may attend and present your comments in person.

The procedure at our Planning Committee is as follows –

1. The committee members look at the plans
2. The chairman then closes the meeting to allow those who want to speak to do so.
3. You will be allowed no longer than 5 minutes to state your comments.
4. The Chairman reopens the meeting and the Committee will then consider the application and your comments and make their decision.
5. During members discussion the public may not speak further except to answer questions from members.
6. The decision will be conveyed to the Borough Council along with any letters which have been submitted as representations to the Town Council.

The consideration of the application then moves to the Borough Council.