



# Epping Forest District Council

## ***DISTRICT DEVELOPMENT MANAGEMENT COMMITTEE Wednesday 13th December 2023***

You are invited to attend the next meeting of **District Development Management Committee**, which will be held at:

**Council Chamber - Civic Offices**  
on **Wednesday 13th December 2023 at 7.00 pm**

**Georgina Blakemore**  
Chief Executive

**Democratic Services Officer:** L Kirman Tel: (01992) 564243  
Email: [democraticservices@eppingforestdc.gov.uk](mailto:democraticservices@eppingforestdc.gov.uk)

**Members:** Councillors P Keska (Chairman), T Matthews (Vice-Chairman), C Amos, R Baldwin, H Brady, L Burrows, I Hadley, S Heap, S Heather, H Kane, H Kauffman, R Morgan, C C Pond, K Williamson and J M Whitehouse

### **SUBSTITUTE NOMINATION DEADLINE 18:00**

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**This meeting will be broadcast live and recorded for repeated viewing.**

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#### **1. WEBCASTING INTRODUCTION**

This meeting is to be webcast and the Chairman will read the following announcement:

*"I would like to remind everyone present that this meeting will be broadcast live to the internet and will be capable of repeated viewing. Therefore by participating in this meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If any public speakers on Microsoft Teams do not wish to have their image captured they should ensure that their video setting throughout the meeting is turned off and set to audio only.*

*Please also be aware that if technical difficulties interrupt the meeting that cannot be overcome, I may need to adjourn the meeting.*

*Members are reminded to activate their microphones before speaking."*

**2. ADVICE FOR PUBLIC & SPEAKERS AT PLANNING COMMITTEES (Pages 4 - 5)**

General advice for those persons attending the meeting of the Committee is attached as an Appendix to this agenda.

**3. APOLOGIES FOR ABSENCE**

To be announced at the meeting.

To report non-attendance before the meeting, please use the [Members Portal webpage](#) to ensure your query is properly logged.

Alternatively, you can access the Members portal from the front page of the [Council's website](#), at the bottom under 'Contact Us'.

**4. SUBSTITUTE MEMBERS**

To report the appointment of any substitute members for the meeting.

**5. DECLARATIONS OF INTEREST**

To declare interests in any item on the agenda.

**6. MINUTES (Pages 6 - 7)**

To confirm the minutes of the meeting of the Committee held on 9 August 2023.

**7. SITE VISITS**

To identify and agree requirements for formal site visits to be held with regard to any planning application listed in this agenda, prior to consideration of the application.

**8. SECTION 106 DEED OF VARIATION (Pages 8 - 13)**

(Service Manager – Development Management) To consider the attached report for a Deed of Variation at:

- Former School, Centrepont Building and Council Depot Land at St John's Road, Epping, CM16 7JU; and
- Civic Offices and Car Park, 323 High Street, Epping, CM16 4BZ

**9. ANY OTHER BUSINESS**

Section 100B(4)(b) of the Local Government Act 1972 requires that the permission of the Chairman be obtained, after prior notice to the Chief Executive, before urgent business not specified in the agenda (including a supplementary agenda of which the statutory period of notice has been given) may be transacted.

**10. EXCLUSION OF PUBLIC AND PRESS**

Exclusion

To consider whether, under Section 100(A)(4) of the Local Government Act 1972, the public and press should be excluded from the meeting for the items of business set

out below on grounds that they will involve the likely disclosure of exempt information as defined in the following paragraph(s) of Part 1 of Schedule 12A of the Act (as amended) or are confidential under Section 100(A)(2):

<u>Agenda Item</u>	<u>Subject</u>	<u>Paragraph Number</u>
Nil	None	Nil

The Local Government (Access to Information) (Variation) Order 2006, which came into effect on 1 March 2006, requires the Council to consider whether maintaining the exemption listed above outweighs the potential public interest in disclosing the information. Any member who considers that this test should be applied to any currently exempted matter on this agenda should contact the proper officer at least 24 hours prior to the meeting.

#### Background Papers

(Team Manager – Democratic & Electoral Services) Article 17 (Access to Information) of the Constitution defines background papers as being documents relating to the subject matter of the report which in the Proper Officer's opinion:

- (a) disclose any facts or matters on which the report or an important part of the report is based; and
- (b) have been relied on to a material extent in preparing the report and does not include published works or those which disclose exempt or confidential information and in respect of executive reports, the advice of any political advisor.

The Council will make available for public inspection one copy of each of the documents on the list of background papers for four years after the date of the meeting. Inspection of background papers can be arranged by contacting either the Responsible Officer or the Democratic Services Officer for the particular item.