

<b>Project</b>	<b>WH202 - Warish Hall Developer</b>
<b>Meeting</b>	Warish Hall Development: Highways Pre-App 02
<b>Time &amp; Date</b>	14:45 PM 29/03/2021

<b>Attendees</b>		
<b>Name</b>	<b>Organisation</b>	<b>Title</b>
Philippa Morris (PM)	Weston Homes (WH)	Architect
Harrison Perry (HP)	Weston Homes (WH)	Trainee Architectural Designer
David Poole (DP)	Weston Homes (WH)	Senior Planning Manager
Jarrold Spencer (JS)	Weston Homes (WH)	Trainee Planner
Madeline Jones (MJ)	Uttlesford District Council	Senior Planning Officer
Katherine Wilkinson (KW)	Essex County Council	Strategic Development Engineer
John Russell (JR)	Motion Transport Consultant	Regional Director

<b>Meeting Minutes</b>		
<b>Item</b>	<b>Agenda</b>	<b>Discussion</b>
1	<p>Presentation of relative elements from Pre-app Document 04</p> <p>Key focus:-</p> <ul style="list-style-type: none"> <li>- Inclusion of School and Medical Centre</li> <li>- East / West Connectivity</li> <li>- Inclusion of Land to the North of Bull Field</li> <li>- Analysis of connection points into existing settlements</li> </ul>	<p>KW - Proposal would benefit from a meeting with Essex's Public Right of Way team.</p> <p>KW - Potential object from ramblers when changing the rural feel of the PRoW Historically concern was raised following the enhancement of Jacks Lane as it was being misused by motorcyclist</p> <p>KW - promotes sustainable links between sites and settlements. Suggestion to connect proposed cycle route to existing cycle route on Dunmow road.</p> <p>JR - highlights justification for one footpath along the main access road from Parsonage Road.</p>

2	Discussion on draft road layout	<p>KW - All new roads must comply with LTN20 guidance. Promotes traffic calming through the nature of the road layout. Eliminate long roads feeding multiple dwellings - 20mph speed limits. Acceptance to principle of - 5.5m road with and 2m footpath on one side within dense residential areas of development. Promotes courtyard approach to design. Consideration to route between new dwelling and existing bus stops</p> <p>JR - Response - traffic calming measure will be presented within application detail</p>
3	<p>Adoptable Roads</p> <ul style="list-style-type: none"> <li>- Permeable Paving</li> <li>- Tree Planting</li> <li>- Lighting</li> </ul>	<p>KW - Confirms permeable paved roads will not be adopted.</p> <p>KW / JR - Further information to be provided on approach to adopting tree lined road DP - Suggested ##### Guidance on tree lined street</p> <p>JR - highlights the limited amount of street lighting across Takeley KW - High levels of street lighting not required in rural locations. Low level lighting could be considered appropriate to the cycle routes.</p>
4	Further information regarding full application submission	<p>KW - The following plans will be required:</p> <ul style="list-style-type: none"> <li>- Refuse Plan</li> <li>- Visibility Splays</li> <li>- Highlight areas of roads for adoption</li> <li>- Fire access plan</li> </ul>

Actions	Responsible
Meeting / Site visit to be arranged with Essex's Public Right of Way Team	KW
Markup to highlight Public Rights of Way they would be altered by the	PM

proposal.	
Confirmation on requirements for adoptable roads, such as tree speciation.	KW
Feedback on Transport Assessment Scoping Report	KW
Suggested strategies to improve Four Ashes junctions, relative to other forthcoming schemes in Takeley.	JR
Engage with Highways England	JR
Send drawing of road access between WH HQ and the road access between 7 Acres and Bull Field to KW for review	PM