



# Public Document Pack

## Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES

Tel: (01225) 704187

Town Clerk and RFO Linda Roberts BA(Hons) PGCAP, FHEA,  
FLSCC

To: Councillor S Rabey (Chair)  
Councillor J Oatley (Vice-Chair)  
Councillor P Alford  
Councillor P Aves  
Councillor G Cooke  
Councillor G Ellis  
Councillor Stokes  
Councillor J Westbrook

13 February 2024

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Economic Development and Planning Committee** meeting of Melksham Town Council. The meeting will be held at the Town Hall on **Tuesday 20th February 2024** commencing at **7.00 pm**.

A period of public participation will take place in accordance with Standing Order 3(e) prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting in person, alternatively the public and press may join the meeting via Zoom.

In accordance with the Council's commitment to being open and transparent; all Town Council meetings are recorded and broadcast live. The right to do so was established under the Openness of Local Government Bodies Regulations.

Yours sincerely

Mrs L A Roberts BA(Hons), PGCAP, FHEA, FSLCC  
Town Clerk and RFO

**Melksham Town Council**  
**Economic Development and Planning Committee**  
**Tuesday 20 February 2024**  
**At 7.00 pm at the Town Hall**

**Public Participation** – To receive questions from members of the public.

*In the exercise of Council functions. Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivery services under the public sector Equality Duty and Equality 2010.*

**Virtual Meeting Access:**

Please follow the joining instructions below for the virtual Zoom meeting

<https://us02web.zoom.us/j/83669876198?pwd=WlAvY1ZsYVNyUIM3VktgajFzOHhtdz09>

**Join Zoom Meeting**

**Meeting ID:** 836 6987 6198      **Passcode:** 481965

**AGENDA**

**1. Apologises**

To receive apologies for absence

**2. Declarations of Interest**

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

*Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.*

**3. Minutes (Pages 1 - 6)**

To approve the Minutes of the Economic Development and Planning Committee meeting

**Email:** [towncouncil@melksham-tc.gov.uk](mailto:towncouncil@melksham-tc.gov.uk) **Web:** [www.melksham-tc.gov.uk](http://www.melksham-tc.gov.uk)  
**Facebook:** [facebook.com/melksham.town](https://facebook.com/melksham.town)

held on 30 January 2024.

#### **4. Planning Considerations**

Members to note that when responding to planning applications consideration should be given to the Melksham Joint Neighbourhood Plan, the Wiltshire Core Strategy and the National Planning Policy Framework (NPPF).

#### **5. Planning Applications**

To comment on the following planning applications

##### **5.1 PL/2024/00685**

[PL/2024/00685](#) - Advertisement Consent

Address: 2-4 Church Street, Melksham, SN12 6LS

Proposal: Replacement signage and ATM surround/decals. New window message.

Respond By 23-02-2024

##### **5.2 PL/2024/00497**

[PL/2024/00497](#) - Works to a Protected Tree

Address: BERKELEY HOUSE, LONGLEAZE LANE, MELKSHAM, SN12 6QJ

Proposal: T001. Turkey Oak. Reduce crown spread to south over Cicely Grove gardens by 1-2 metres to good growth points.

Respond By 16-02-2024

##### **5.3 PL/2024/00493**

[PL/2024/00493](#) - Works to a Listed Building

Address: 3 Halfway Farm, Beanacre Road, Melksham, Wilts, SN12 8BL

Proposal: Replacement of Bathroom Metal 'Crittall' Single Glazed Window with doubleglazed unit.

Respond By 23-02-2024

##### **5.4 PL/2024/00336**

[PL/2024/00336](#) - Householder Application

Address: 4 Redwing Road, Melksham, Wilts, SN12 7GB

Proposal: Installation of shed on an existing parking bay.

Respond By 20-02-2024

##### **5.5 PL/2024/00785**

[PL/2024/00785](#) - Full planning permission

Address: 1 Philip Close, Melksham, SN12 7AP

Proposal: Proposed detached 1 bed dwelling on vacant land to the rear Of 1 Philip Close

Respond by: 28/02/2024

**5.6 PL/2024/01263**

[PL/2024/01263](#) - Householder Application

Address: 60 HAZELWOOD ROAD, MELKSHAM, SN12 6UX

Proposal: Proposed demolition of existing Conservatory and erecting single storey rear extension.

Respond By 08-03-2024

**5.7 PL/2024/01555**

[PL/2024/01555](#) - Proposed works to trees in a conservation area

Address: 59 KING STREET, MELKSHAM, SN12 6HE

Proposal: Unspecified tree – fell

Respond By: 05-03-2024

**6. Planning Decisions**

To note the following planning decisions

**6.1 PL/2023/10718**

[PL/2023/10718](#) - Householder Application

Address: 35A Barnwell Road, Melksham, SN12 7DG

Proposal: Proposed single storey rear extension.

Decision Date: 30-01-2024 Decision: Approve with Conditions

MTC Decision: No comment.

**6.2 PL/2023/10730**

[PL/2023/10730](#) - Householder Application

Address: 18 Martigny Road, Melksham, SN12 7PG

Proposal: Single storey rear extension and replacement garage

Decision Date: 31-01-2024 Decision: Approve with Conditions

MTC Decision: Support.

**6.3 PL/2023/09840**

[PL/2023/09840](#) - Full Planning Permission

Address: Beanacre Road Service Station, 84 Beanacre Road, Melksham, SN12 8AU

Proposal: Creation of charging zone, erection of EV chargers, erection of canopy, substation enclosure, LV panel, meter cabinet, alterations to parking and associated forecourt works.

Decision Date: 08-02-2024 Decision: Approve with Conditions

MTC Decision: Supported.

**6.4 PL/2024/00911**

[PL/2024/00911](#) - Lawful Development Certificate for an Proposed Use

Address: 9 Merrett Court, Melksham, SN12 7JD

Proposal: Proposed single storey rear extension

Applicant Name: Mr & Mrs Andrew & Linda Underwood Case Officer: Mary Warner  
Decision Date: 08-02-2024 Decision: Approve

**7. Sparkle Team and Parish Steward**

To consider jobs to be undertaken by the Sparkle Team and Parish Steward.

**8. Confidential Session**

Members are requested to make the following resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960.

In view of the sensitive nature of the business to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.

**9. Neighbourhood Plan**

To form a Melksham Town Council view on challenges to the Melksham NHP as part of its consultation undertaken at the end of last year, so that MTC representatives are informed for the steering group meeting on Weds 28th

MWPC Councillor and NHP Steering Group Chair David Pafford and MWPC Clerk Teresa Stange will attend the meeting.

This page is intentionally left blank

## Melksham Town Council

### Minutes of the Economic Development and Planning Committee meeting held on Tuesday 30th January 2024

**PRESENT:** Councillor S Rabey (Chair)

Councillor P Alford  
Councillor P Aves  
Councillor G Ellis  
Councillor Stokes  
Councillor J Westbrook

**IN ATTENDANCE:** Councillor T Price

**OFFICERS:** Andrew Meacham                      Committee Clerk

**PUBLIC PARTICIPATION:** Five members of the public and one member of the press were present and one member of the public was present virtually.

Paul Carter

Firstly, feels it is important to take ownership of Cooper Tires War Memorial. Secondly, on the subject of council support for a museum, he recognises that a museum forms part of the discussion on the Assembly Hall/Blue Pool but he is asking for support for the idea.

Nick Holder, Wiltshire Councillor for Bowerhill

Spoke on the planning application 2023/11188.

A similar application 2023/01949 for 650 homes was still to be determined, with a decision due by 15 March. Planning Officer will be recommending refusal. There are 15 pages of comments. The Planning Officer suggested to the applicants that amendments should be made in light of this but they declined, as they are entitled to do.

2023/11188 is for a different number of houses on a slightly different piece of land but is fundamentally the same. The site does not conform with any existing planning guidance. Some people have commented that it is similar to the site allocated in the Local Plan. Site in Local Plan for 425 homes with a slightly larger area of employment land and 2 hectares of land for a two form entry primary school. 01949 and 11188 refer to a smaller area and a single form entry. All new primary schools in the Wiltshire Council area need two form entry or provision to become a two form entry. Councillor Holder urged the committee to treat as a brand new application and comment accordingly. Important to consider the Emerging Local Plan and Wiltshire Council Design Guide consultation. If adopted will have guidelines for size and scale of plots, size and scale of gardens, commitment for community orchards and allotments and other important facilities.

This is an outline application and therefore does not give consideration to Wiltshire Council climate policies such as solar panels and EV charging points, or to the question of affordable housing. It is important that the council's submission mentions such things, so they are taken into account in the full application. The draft Local Plan is looking to move affordable housing from 30% to 40%. If the application is approved at outline stage the developers would be able to apply the existing rules.

In Councillor Holder's view the application is premature, does not satisfy issues around ecology, does not satisfy planned development, does not take account of emerging Local Plan or Supplementary Planning Guidelines

Joe McCann

In view of the changes to NPPF, Melksham Without Parish Council are planning to resubmit comments on large planning applications. Does Melksham Town Council intend to do the same? The chair confirmed that they would be resubmitting comments.

**629/23     Apologies**

There were no apologies.

**630/23     Declarations of Interest**

There were no declarations of interest, save that Councillor Price advised he now works for the company that provides the Parish Stewards.

**631/23     Minutes**

The minutes of 9 January 2024, having previously been circulated, were approved as a correct record and signed by Councillor Rabey.

**632/23     Presentation from Melksham Lions**

Simon White, Vice President of Melksham Lions gave a presentation on building a Wishing Well on the site of the old well in the Market Place, to commemorate the 50<sup>th</sup> Anniversary of Melksham Lions. Members thought that a commemorative Wishing Well was an excellent idea but wanted more details, design plans, costings etc. Members also asked Simon to consider and provide details of alternative sites for the well.

Councillor Westbrook offered her assistance.

**633/23     Planning Considerations**

**634/23     Planning Applications**

**635/23     PL/2023/10718**



It was noted that the reply date has passed and a decision had already been made.

**636/23 PL/2023/11135**

It was proposed by Councillor Rabey, seconded by Councillor Westbrook and

**UNANIMOUSLY RESOLVED** to support the application.

**637/23 PL/2024/00327**

It was proposed by Councillor Alford, seconded by Councillor Stokes and

**UNANIMOUSLY RESOLVED** to support the application.

**638/23 PL/2023/11188**

Members discussed the application and took note of the comments of Councillor Holder. Councillor Alford commented that the proposal conflicted with NPPF, Wiltshire Council Core Strategy (Core Policy 2), the allocation in the draft Local Plan, the draft Neighbourhood Plan, the existing Neighbourhood Plan and the Wiltshire Design Guide. The proposed Primary School does not comply as it is a one form entry. There is no information on affordable housing or environmental study.

Other councillors echoed Councillor Alford's concerns. Councillor Westbrook also expressed concerns about infrastructure & traffic, biodiversity, archaeological matters and Swift Bricks.

It was proposed by Councillor Alford, seconded by councillor Westbrook and

**UNANIMOUSLY RESOLVED** to object to the application for the reasons mentioned above.

**639/23 Planning Decisions**

**640/23 PL/2023/09269**

Noted.

**641/23 PL/2023/10184**

Noted.

**642/23 PL/2023/10357**

Noted.

Before moving on to the next item Councillor Alford referenced Joe McCann's question about resubmitting comments on planning applications and whether a resolution was required. The Committee Clerk advised that the matter was not on the agenda and therefore could not be resolved on. The Committee Clerk agreed to look back for relevant applications.

**643/23 Motion to Take Ownership of Cooper Tires War Memorial**

This item was advanced up the agenda.

Councillor Price outlined his motion and put a figure of £150 on the cost of moving the memorial. There was discussion on storage.

It was proposed by Councillor Rabey, seconded by Councillor Alford and

**UNANIMOUSLY RESOLVED** to approve the motion to take ownership of the Cooper Tires War Memorial.

Councillor Price left the meeting at this point.

**644/23 Local Cycling and Walking Plan (LCWIP) for Melksham**

Councillor Rabey thanked Councillor Ellis for his work on this subject and he gave a short summary.

Councillor Alford mentioned the lack of a footpath on the A350 opposite Cooper Tires and heading towards Aldi and McDonalds.

It was proposed by Councillor Ellis, seconded by Councillor Aves and

**UNANIMOUSLY RESOLVED** to adopt Councillor Ellis' work, with an amendment to include the footpath on the A350, as Melksham Town Council's submission to the consultation.

**645/23 Local Highways and Footpath Improvement Group (LHFIG) Issues**

**646/23 Footbridge Westbury View-Primrose Drive**

Mike Sankey, Wiltshire Councillor for Melksham East spoke on the request.

It was proposed by Councillor Westbrook, seconded by Councillor Stokes and

**UNANIMOUSLY RESOLVED** to support the request and submit to LHFIG.

**647/23 A350 Signal Refurbishment**

Noted.

**648/23     Revised NPPF Briefing Note**

Noted.

**649/23     Neighbourhood Plan**

Councillor Ellis reported on the results of Reg 14 consultation and the Steering Group meeting of 17 January 2024. The changes to NPPF have reduced the urgency of processing JMN2. The Steering Group have decided to continue as previously agreed, with the knowledge that extra time is available if required. There were many comments in reg 14 consultation, including 900 relating to Cooper Tires Plot B, that need to be considered.

**650/23     Sparkle Team and Parish Steward**

Councillor Alford asked if preventative weeding work could be identified and undertaken, to try to avoid bigger problems later in the year. Other than this the only requests were the usual for leaf clearance and keeping bus shelters tidy.

Meeting Closed at: 7.55 pm

**Signed:** .....

**Dated:**

This page is intentionally left blank