



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 C Stokes
Councillor J Westbrook
Councillor A Griffin

5 March 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 12th March 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 12 March 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=WlAvY1ZsYVNyUIM3VktgajFhOHhtdz09>

Join Zoom Meeting

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

Participants will be directly let in the meeting by clicking on the above link. There is no waiting room

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 - 4)

To approve the Minutes of the Economic Development and Planning Committee meeting held on 20 February 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/2024/01555

[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

The respond date has passed but decision date is not until 18 March 2024 so could still make representations.

5.2 PL/2024/01934

[PL/2024/01934](#) - Works to a Protected Tree

Address: 17 LAVENDER CLOSE, MELKSHAM, SN12 6FW

Proposal: T1- Copper Beech - fell due to declining health , decay on trunk and dropping limbs.

Respond By 18-03-2024

5.3 PL/2024/01688

[PL/2024/01688](#) - Full Planning Permission

Address: 68 KENILWORTH GARDENS, MELKSHAM, SN12 6AP

Proposal: Garden shed / garden office

Respond By 27-03-2024

6. Planning Decisions

To note the following planning decisions

6.1 PL/2024/00327

[PL/2024/00327](#) - Householder Application

Address: 78 Sandridge Road, Melksham, SN12 7BS

Proposal: A single storey side structure for car parking and workshop and part single storey side, part two storey rear extension.

Decision Date: 19-02-2024 Decision: Approve with Conditions
MTC Decision: Support

6.2 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.

Decision Date: 22-02-2024 Decision: Approve with Conditions

MTC Decision: Support

6.3 PL/2024/00336

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

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

Proposal: siting of a wooden shed on an existing parking bay.

Decision Date: 26-02-2024 Decision: Approve with Conditions

MTC Decision: Noted objections but saw no reason to object. Noted there was precedent in the area.

7. Avon War Memorial (Pages 5 - 8)

To receive update and for decision.

8. Local Highways and Footpath Improvement Group (LHFIG) Issues

8.1 Roundponds

To consider making a request to LHFIG for a 20mph zone in Roundponds, Southbrook Road, Addison Road and Dunch Lane.

9. Neighbourhood Plan

To receive an update (if any) from members of the Joint Melksham Neighbourhood Plan Steering Group.

10. Sparkle Team and Parish Steward

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

Melksham Town Council

Minutes of the Economic Development and Planning Committee meeting held on Tuesday 20th February 2024

PRESENT: Councillor S Rabey (Chair)

Councillor P Aves
Councillor G Cooke
Councillor Stokes
Councillor J Westbrook

IN ATTENDANCE: Councillor Pafford (Melksham Without Parish Council)

OFFICERS: Andrew Meacham Committee Clerk

PUBLIC PARTICIPATION: Three members of the public were present virtually.

651/23 Apologises

Apologies were received from Councillor Alford, Councillor Ellis and Councillor Oatley.

652/23 Declarations of Interest

There were no declarations of interest.

653/23 Minutes

The minutes of 30 January 2024, having previously been circulated, were approved as a correct record and signed by Councillor Rabey.

654/23 Planning Applications

655/23 PL/2024/00685

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

UNANIMOUSLY RESOLVED to support the application.

656/23 PL/2024/00497

It was noted that there was some information missing from the application and that the date for reply had passed but members would have supported the application.

657/23 PL/2024/00493

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

UNANIMOUSLY RESOLVED to support the application.

658/23 PL/2024/00336

The objections to the application were noted. Councillor Stokes had made a site visit and had spoken to the applicant. Councillor Cooke wondered what effect it would have on street parking but it was noted that the property had another parking space. It was noted that the parking space was the applicants property and that a precedent had been set elsewhere in the area.

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

RESOLVED to support the application.

659/23 PL/2024/00785

The Highways Departments comments were noted and there was concern at the lack of EV Charging in the plans. However, it was noted that there was a need for housing of this type and it would tidy up the site.

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

UNANIMOUSLY RESOLVED to support the application

660/23 PL/2024/01263

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

UNANIMOUSLY RESOLVED to support the application.

661/23 PL/2024/01555

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

UNANIMOUSLY RESOLVED to support the application.

662/23 Planning Decisions

663/23 PL/2023/10718

The decision was noted.

664/23 PL/2023/10730

The decision was noted.

665/23 PL/2023/09840

The decision was noted.

666/23 PL/2024/00911

The decision was noted.

667/23 Sparkle Team and Parish Steward

The usual requests of leaves and bus shelters were mentioned.

The committee clerk advised that he had spoken to the Parish Steward. Leaf collection is limited by space in his vehicle and disposal of the bags, but he was occasionally able to gain access to a sweeper. Weeding was normally controlled by spraying.

There was discussion of Clackers Brook flooding and responsibility for clearing it. Councillor Westbrook noted that local school kids had once been involved. It was agreed that the committee clerk would investigate ownership of sections of Clackers Brook.

668/23 Cooper Tires War Memorial

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

UNANIMOUSLY RESOLVED that the costs of moving the Cooper Tires War Memorial shall be paid out of code 4925 Town Development.

669/23 Confidential Session

In view of the confidential and sensitive nature of the business about to be transacted, in accordance with the Public Bodies (Admission to meetings) Act 1960.

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

RESOLVED that the public and press are excluded and are instructed to withdraw.

670/23 Neighbourhood Plan

Councillor Pafford of Melksham Without Parish Council and Chair of the Joint Melksham Neighbourhood Plan Steering Group, outlined the current situation, the issues arising from Reg 14 consultation and how the Steering Group is proposing to proceed.

Thanks were expressed to Councillor Pafford and the committee confirmed, on behalf of Melksham Town Council, that they agreed with the position and direction the Steering Group was planning to take.

Meeting Closed at: 8.00 pm

Signed:

Dated:



MELKSHAM TOWN COUNCIL

MEETING OF THE Economic Development and Planning Committee

Tuesday 12 March 2024

Updating report on taking ownership of Avon War Memorial

Report of committee clerk

1 Purpose of the report

To update the committee

2 Background

A motion was put to the committee by Councillor Price at the meeting on 30 January 2024.

An initial figure of £150 was put on the cost of moving the memorial. This was based on informal discussions with Ayliffe Builders.

It was resolved to take ownership

3 Current Situation

The Amenities Manager has been advised that the memorial would have to be moved closer to the road for Ayliffes to pick it up. The Amenities Manager, members of the Amenities Team and the Committee Clerk have visited the site. The memorial is large, heavy and firmly embedded in the ground. The Amenities Team would not be able to move it closer to the wall.

The possibility of removing the top section, which could then be moved by hand, was discussed. Because of the danger of damaging the memorial beyond repair, this was considered too great a risk for the Amenities Team to undertake this. The Committee Clerk then asked Sandridge Stone to take a look and they reported that the memorial was solid concrete, not rock and they could do nothing but felt that it may be possible to remove the top section.

Head of Operations then asked a local builder who have worked with the council before to take a look. Their quote for excavation, removal and delivery for storage is attached to the agenda.

4 Financial Implications

As per quote.

5 Risk Assessment, Safeguarding, Crime and disorder implications

Should the Amenities Team be asked to undertake the task there is a risk of injury to the team and damage to the memorial.

6 Recommendations

Committee to decide on next steps. There is a degree of urgency as Cooper Avon have confirmed they vacate the site completely on 27th March 2024. It is unlikely that any demolition work will commence in the near future but our access to the site cannot be guaranteed after 27th March 2024.

7 CONTACT

Andrew Meacham,
Committee Clerk

Dave Elms
Amenities Manager

Hugh Davies
Melksham Town Council
The Town Hall
Melksham
Wiltshire
SN12 6ES

1st March, 2024

QUOTATION 1212

Reference – War Memorial

- To excavate around war memorial and uncover base
- To HIAB war memorial and deliver to Dick Lovett for storage

Total - £ 890.00 + VAT

Yours faithfully,

If tender is accepted please sign below and return one copy

Signature..... Date.....

This page is intentionally left blank