



# Public Document Pack

## Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES  
Tel: (01225) 704187

Town Clerk Tracey Predeth BA(Hons) MPA, FLSCC

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

9 July 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 the Melksham Town Council. The meeting will be held at the Town Hall on **Tuesday 16th July 2024** commencing at **7.00 pm**.

A period of public participation will take place in accordance with Standing Order 3(F) during the meeting. The Press and Public are welcome to attend this meeting.

Yours sincerely

Mrs T Predeth BA(Hons), MPA, FSLCC  
Town Clerk and RFO

**Melksham Town Council  
Economic Development and Planning Committee**

**Tuesday 16 July 2024  
At 7.00 pm at the Town Hall**

*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=WlAvY1ZsYVNyUIM3VktqajFzOHhtdz09>

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. Apologies**

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. Public Participation

Members of the public are invited to attend the meeting and address the council.

Members of the public are requested to send their question to [locum@melksham-tc.gov.uk](mailto:locum@melksham-tc.gov.uk) by noon on the working day before the meeting. This will make it more likely that we will be able to answer your question on the night.

### 4. Minutes (Pages 1 - 4)

To approve the Minutes of the Economic Development and Planning Committee meeting held on 25<sup>th</sup> June 2024.

### 5. 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).

### 6. Planning Applications

To comment on the following planning applications

#### 6.1 PL/2024/05662

[PL/2024/05662](#) - Householder Application

Address: 35 Queensway, Melksham, SN12 7LB

Proposal: Alterations to existing rear extension, new single and two storey extension to the side of the building and internal alterations. New dropped kerb to front as well as alterations to front garden and boundary.

Respond by: 24-07-2024

#### 6.2 PL/2024/03660

[PL/2024/03660](#) - Full planning permission

Address: 5 Cotswold Close, Melksham, Wilts, SN12 7RT

Proposal: Replace existing kitchen and bathroom windows with larger UPVC windows and replace existing bedroom windows with UPVC french doors

Respond by: 24-07-2024

#### 6.3 PL/2024/05912

[PL/2024/05912](#) - Householder Application

Address: 89 Sandridge Road, Melksham, SN12 7BW

Proposal: Removal of side canopy and single storey rear extension. New single/storey extensions to the rear and side. Internal alterations and new side canopy.

Respond by: 01-08-2024

#### 6.4 PL/2024/06220

**[PL/2024/06220](#) - Advertisement Consent**

Address: FORESTERS ARMS, SANDRIDGE ROAD, MELKSHAM, SN12 7BN

Proposal: ERECTION OF ILLUMINATED AND NON-ILLUMINATED SIGNS TO THE EXTERIOR OF THE BUILDING:.. SIGN A - ONE X NEW DOUBLE SIDED DOUBLE LEGGED

TOTEM SIGN . SIGN B - TWO X NEW SETS OF INDIVIDUAL HOUSENAME LETTERS

COMPLETE WITH TROUGH LIGHT . SIGN C - TWO X NEW A1 LOCKABLE POSTER CASES.

SIGN D - 30M FESTOON LIGHTING

Respond By 02-08-2024

**7. Planning Decisions**

To note the following planning decisions

**7.1 PL/2024/05683**

**[PL/2024/05683](#) - Lawful Development Certificate for an Proposed Use**

Address: 11 Primrose Drive, Melksham, SN12 6GD

Proposal: Demolition of the existing conservatory and the erection of a single storey extension

Decision Date: 02-07-2024 Decision: Approve

**7.2 PL/2024/04061**

**[PL/2024/04061](#) - Wiltshire Council R3**

Address: Melksham Library, Lowbourn, Melksham, SN12 7DZ

Proposal: Demolition of former Library, adjoining clinic building and the former education centre to the rear of the site at Lowbourn, Melksham.

Applicant Name: Wiltshire Council Case Officer: Russell Brown

Decision Date: 03-07-2024 Decision: Approve with Conditions

MTC Decision: Support.

**8. PL/2022/08155**

To note that the decision to refuse outline planning permission **[PL/2022/08155](#)** has been appealed. Appeal will be heard on 10<sup>th</sup> September 2024.

This in within Melksham Without Parish Council.

**9. Local Highways and Footpath Improvement Group (LHFIG) Issues**

**9.1 Request for Review of Parking in Hunters Wood Estate (Pages 5 - 6)**

For consideration and comment.

**10. Temporary Road Closure Notifications (Pages 7 - 10)**

To note the Temporary Road Closure order for Spa Road.

**11. Parish Steward**

To consider jobs to be undertaken by the Parish Steward.

To receive a verbal report from the committee clerk on weeding.

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## Melksham Town Council

### Minutes of the Economic Development and Planning Committee meeting held on Tuesday 25th June 2024

#### PRESENT:

Councillor A Griffin (Vice-Chair)  
Councillor P Aves  
Councillor G Cooke  
Councillor G Ellis  
Councillor J Oatley  
Councillor C Stokes

#### IN ATTENDANCE:

**OFFICERS:** Andrew Meacham Committee Clerk

**PUBLIC PARTICIPATION:** Councillor Sankey was present to express the views of East Melksham residents. One member of the public was present virtually.

#### **19/24 Apologies**

Apologies were received from Councillor Rabey.

#### **20/24 Declarations of Interest**

There were no declarations of interest.

#### **21/24 Public Participation**

Mike Sankey, Unitary member for Melksham East spoke on the Proposed Traffic Regulation Order.

Residents welcome the proposed 20mph limit but have concerns about the proposed 40mph limit. There are numerous properties close to the road with children playing in the streets and concerns have been expressed about a child running into the road. Residents feel there should be a 30mph limit from the t-junction where vehicles currently turn right all the way along to the end of Snowberry Lane where it joins Spa Road. Additionally residents feel there should be a 3ton gross vehicle weight limit. Delivery vehicles, buses etc would still be able to use the road for access but it would divert commercial traffic onto the new section of road. The new footpath from Melksham Oak will increase footfall and it would be better for the bulk of traffic to be encountered on the new section of road where there will be a formal crossing, rather than on Snowberry Lane.

Councillor Sankey also noted that the 40mph signs had already been erected.

Residents have also raised the issue of parking and Councillor Sankey asked if the Town Council would consider a request to LHFIFG for a review to consider white lines and double-yellow lines where appropriate.

Councillor Sankey mentioned weeds in the gutters and that the Parish Steward appeared to have a new machine to deal with these.

**22/24 Minutes**

The minutes of 4<sup>th</sup> June 2024, having previously been circulated, were approved as a correct record and signed by Councillor Griffin.

**23/24 Planning Applications**

**24/24 PL/2024/05338**

It was noted that the application had been withdrawn.

**25/24 Planning Decisions**

**26/24 PL/2024/03318**

The decision was noted.

**27/24 PL/2024/03868**

The decision was noted.

**28/24 PL/2024/04426**

The decision was noted.

**29/24 PL/2024/02352**

The decision was noted.

**30/24 PL/2024/03376**

The decision was noted.

**31/24 PL/2024/03975**

The decision was noted.

**32/24 PL/2024/05338**



The decision was noted.

**33/24 Application under the Licensing Act 2003**

A concern was raised that there was no separation of external seating and the car park. Other than this, members had no objection to the application.

**34/24 Proposed Traffic Regulation Order**

Members were supportive of the position set out by Mike Sankey. Members also made the following requests.

- (i) For some sort of physical barrier to stop children running on the road
- (ii) That the new 20mph signs be clearly visible and sited away from shrubbery so that they don't get overgrown
- (iii) A request be put to LHFIG to review parking. Councillor Stokes agreed to complete the relevant form for submission.

Concern was expressed that the 40mph speed limit signs had already been erected and that a decision had therefore already been taken. It was requested that this concern be included in the Town Council's response to the consultation.

**35/24 Housing Land Supply and Housing Delivery Test Briefing Note No. 24-13**

The item was noted.

**36/24 Neighbourhood Plan**

The item was noted.

**37/24 Parish Steward**

There was a request for weeds to be cleared from guttering on Eastern Way, Primrose Drive and Daisy Close.

There was a request to know when the Parish Steward was in Melksham. The Committee Clerk said he would try to remember to put it on future agendas.

Meeting Closed at: 7.32 pm

**Signed:** .....

**Dated:**

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# Agenda Item 9.1

## Highways Improvement Request Form

### Contact Details

<b>Name:</b>	Charlena Stokes	<b>Date:</b>	28/06/2024
<b>Address:</b>			
<b>Telephone No:</b>	07473122320		
<b>Email Address:</b>	charlie.stokes@melksham-tc.gov.uk		

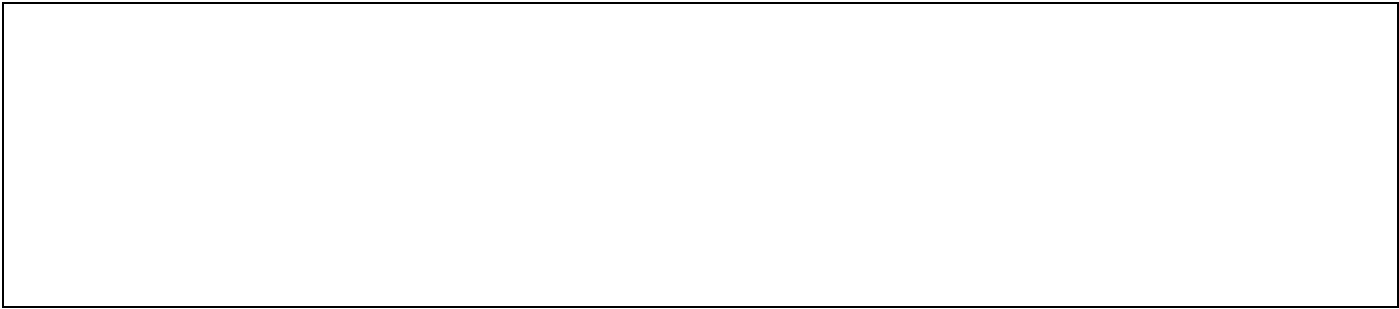
### Issue Details

<b>Location of Issue:</b>	Various roads, Hunters Wood estate, Melksham
<b>Community Area:</b>	Melksham
<b>Parish or Town Council:</b>	Town Council
<b>Nature of Issue:</b>	
Residents have reported parking to be an issue along various roads on the estate. Most of the roads are too narrow for parking outside of designated areas. However, some drivers are parking in inappropriate spots, which makes it not only difficult for other drivers but also for pedestrians. There are a lot of children using the roads on this estate walking to and from the local primary and secondary schools, which will increase with the opening of the new Eastern Way road and new footpath to the Oak school. Lack of parking regulations on the estate will make this a dangerous route for them, as primary crossing areas become obscured by parked cars (and we have seen this issue escalate on other nearby estates over the years).	
<b>How long has it been an issue?</b>	The issue has been growing with the expansion of the estate, particularly over the last year. This will be a preventative measure of it getting worse as the building on and around the estate is finished.
<b>What would you like done to resolve this issue?</b>	
I am requesting to LHFIC do a parking review of the roads on the estate (both adopted and soon to be adopted) to discuss the use of white and double yellow lines to help address these concerns. I would also like to request that primary crossing points on the estate have appropriate road markings to highlight them as crossings to enhance safety and visibility.	
<b>Have you been in touch with your local Wiltshire Councillor? (Yes/No)</b>	Yes

***This form needs to be completed and e-mailed or sent to your local Town or Parish Council.  
Town and Parish contact details are available via the link below:***

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

<b>Town or Parish Council Comments:</b> (To be completed by Town or Parish Council only)
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## **Wiltshire Council**

### **Section 14(1) of the Road Traffic Regulation Act 1984**

**Temporary Closure of: Spa Road (Part), Melksham and Melksham Without** (Ref: TTRO 9627)

Notice is hereby given that the Wiltshire Council has made an Order to close temporarily to all traffic:

**Spa Road (Part), Melksham and Melksham Without;** from its roundabout junction with Snowberry Lane to its junction with The Spa.

**To enable:** CJL Construction to carry out Spa Road night closure, cold plane, regulating and final surfacing of new roundabout together with the installation of associated road markings.

**Alternative route:** via Spa Road (unaffected length) – High Steet – King Street – Semington Road – Western Way and vice versa.

**The closure and diversion route will be clearly indicated by traffic signs.**

This Order will come into operation on 07 August 2024 and the closure will be required between the hours of 19:00 and 23:59 for 3 nights. It is anticipated that the works will take the stated duration to complete depending upon weather conditions. Access will be maintained for residents and businesses where possible, although delays are likely due to the nature of the works. The Order will have a maximum duration of 18 months.

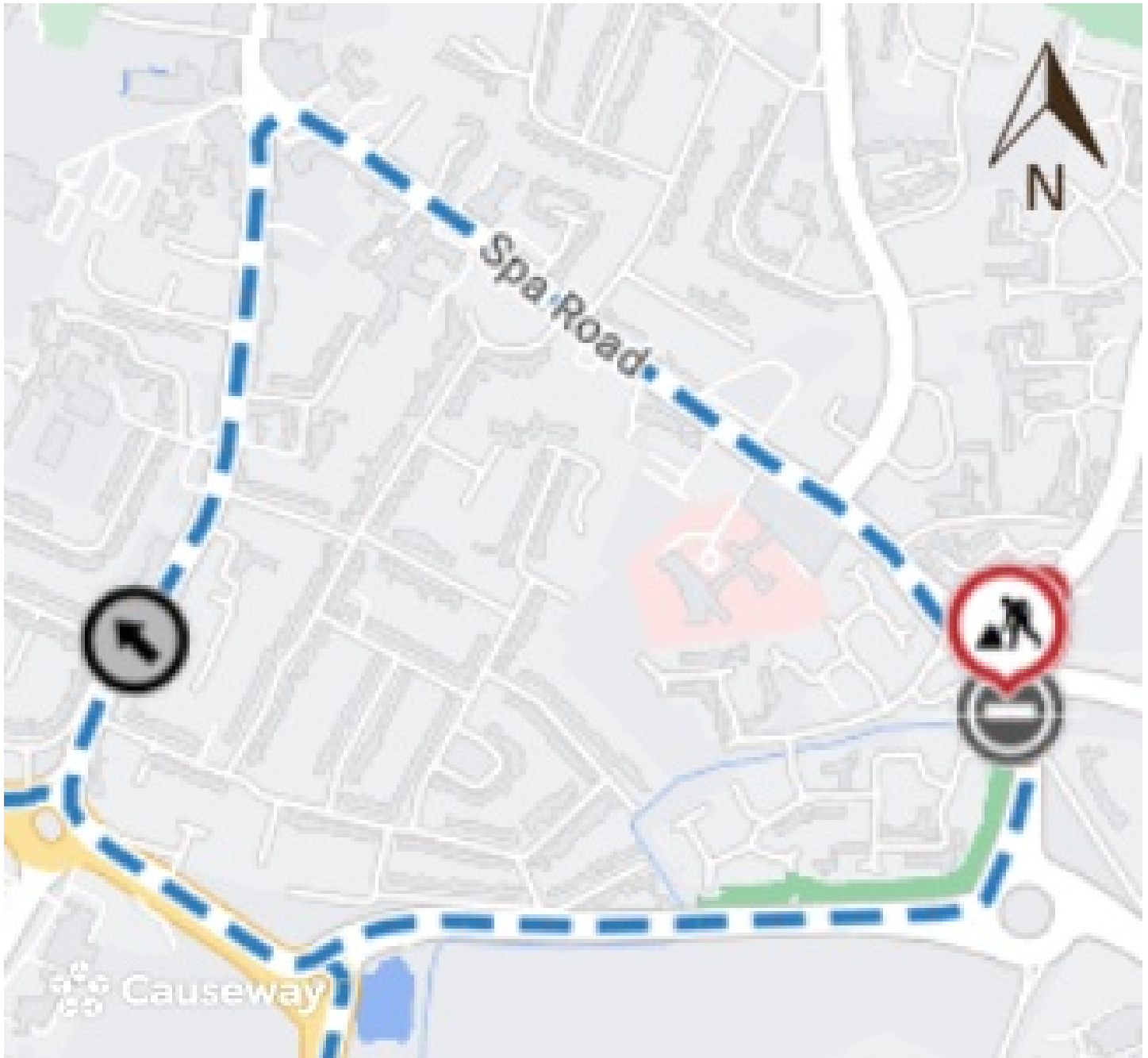
For further information please contact CJL Construction on 01934 853227.

**Sustainable Transport Group, County Hall, Bythesea Road, Trowbridge BA14 8JN**

**02 August 2024**

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## **Indicative Plan : Spa Road (Part), Melksham and Melksham Without**



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