



Melksham Town Council

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

Acting CEO/Town Clerk Miss Hayley Bell

To: Councillor S Rabey (Chair)
Councillor P Alford
Councillor P Aves
Councillor R Cleary
Councillor G Elson
Councillor A Griffin
Councillor C Stokes

15th July 2025

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are summoned to attend the **Economic Development & Planning Committee** meeting of the Melksham Town Council.

The meeting will be held in the council chamber at the Town Hall, Market Place, Melksham, Wiltshire, SN12 6ES on **Tuesday 22nd July 2025** commencing at 19:00

Members of the public and press are welcome to attend the meeting in person or online and a period of public participation will take place during the meeting, limited to 3 minutes per person and no more than 30 minutes in total.

If you wish to ask a question online please join via Teams on this link <https://tinyurl.com/3eerpk36> .

Yours sincerely

Miss Hayley Bell

Acting CEO/Town Clerk

Melksham Town Council
Economic Development & Planning Committee

Tuesday 22nd July 2025

At 19:00

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.

AGENDA

1. Apologies

To receive apologies.

2. Declaration 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 hayley.bell@melkshamtc.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. You should still attend the meeting, in person or online, to ask your question.

4. Minutes

To approve the Minutes of the Economic Development & Planning Committee meeting held on 1st July 2025.

5. Place Studios Presentation

Vaughan Thompson of Place Studios will attend to talk to Councillors about the Joint Melksham Neighbourhood Plan.

6. Fairtrade in Wiltshire

To receive a presentation from The Fairtrade Group and for decision on recommending to Full Council that Melksham become a Fairtrade Town.

7. 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).

8. Planning Applications

To comment on the following planning applications

8.1 PL/2025/03269

[PL/2025/03269](#) - Lawful Development Certificate for an Existing Use

Address: Oakwood Storage, Old Gasworks, Melksham, Wiltshire, SN12 6LP

Proposal: Certificate of lawfulness for existing use of site for open storage

Respond By: 25 July 2025

8.2 PL/2025/05589

[PL/2025/05589](#) - Householder Application

Address: 53 ST MICHAELS ROAD, MELKSHAM, SN12 6HN

Proposal: Proposed single storey rear extension

Respond By: 30 July 2025

8.3 PL/2025/05429

[PL/2025/05429](#) - Wiltshire Council R3

Address: Melksham Community Campus, Market Place, Melksham, SN12 6ES

Proposal: Installation of a car park solar PV canopy located within Melksham Campus' customer car park

Respond By: 8 August 2025

8.4 PL/2025/05841

[PL/2025/05841](#) - Full Planning Permission

Address: 28 CHURCH WALK, MELKSHAM, SN12 6LY

Proposal: Removal of existing pedestrian gate and installation of a 5 metre wide open vehicle access to the rear garden. Creation of a concrete hardstanding parking area within the rear garden with a retained garden area separated by a proposed fence.

Respond By: 08 August 2025

9. Planning Decisions

To note the following planning decisions

9.1 PL/2025/03705

PL/2025/03705 - Full Planning Permission

Address: 73 Wharf Court, Melksham, SN12 7NS

Proposal: Installation of double glazed door to garden at rear of property in place of existing window

Decision Date: 24 June 2025

Decision: Approve

MTC Decision: No objection

9.2 PL/2025/03671

PL/2025/03671 - Full Planning Permission

Address: The Creamery, Western Way, Melksham, SN12 8FH

Proposal: Erection of new B8 storage unit ancillary to existing main building and associated external works.

Decision Date: 26 June 2025

Decision: Approve with Conditions

MTC Decision: No objection

9.3 PL/2025/02440

PL/2025/02440 - Householder Application

Address: 23 Thyme Road, Melksham, SN12 7FX

Proposal: Erection of a single storey workshop/hobby room to side and rear and demolition of existing garage

Decision Date: 03 July 2025

Decision: Approve with Conditions

MTC Decision: No objection

9.4 PL/2025/03222

PL/2025/03222 - Householder Application

Address: 19 Longford Road, Melksham, SN12 6DH

Proposal: Demolition of garage. New single storey bedroom, bathroom and utility extension. Associated minor internal alterations.

Decision Date: 03 July 2025

Decision: Approve with Conditions

MTC Decision: No objection

9.5 PL/2024/11307

PL/2024/11307 - Householder Application

Address: 2 Sarum Avenue, Melksham, SN12 6BL

Proposal: Partial retrospective application for a small summer house/shed with a covered area to the west side

Decision Date: 10 July 2025

Decision: Approve with Conditions

MTC Decision: Object with specific reasons given.

10. Local Highways and Footpaths Improvement Group (LHFIG) Issues

Fullers Close

Update from Councillor Griffin

11. Request for Traffic Survey

A request has been made by a local resident for a traffic survey. Redacted copies of the application and emails attached, together with Wiltshire Council Guidance notes.

12. Temporary Road Closure Notifications

12.1 B3107 (Part), Melksham (Ref: TTRO 10644)

13. Proposed Developments

Update on presentations on Aldi and Lowbourne developments.

14. Dead Dying or Dangerous Tree(s)

To note the decision notice.

11. Parish Steward

To consider jobs to be undertaken by the Parish Steward

Melksham Town Council

Minutes of the Economic Development & Planning Meeting

on Tuesday 1st July 2025

PRESENT: Councillor S Rabey Chair
Councillor P Alford
Councillor P Aves
Councillor G Elson
Councillor A Griffin
Councillor J Westbrook, as substitute for Councillor C Stokes

OFFICERS Francheska Cunnane

42/25 Apologies

Apologies were received from Councillor C Stokes

43/25 Declaration of Interest

There were no declarations of interest.

44/25 Public Participation

No members of the public were present

45/25 Minutes

The minutes of 10th June 2025 having been previously circulated, were approved as a correct record and signed by the Chair Councillor Rabey.

46/25 PL/2025/04837

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

UNANIMOUSLY RESOLVED not to object to the application.

47/25 PL/202503207

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

UNANIMOUSLY RESOLVED not to object to the application.

48/25 PL/2025/03643

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

UNANIMOUSLY RESOLVED not to object to the application.

49/25 PL/2025/05097

Members had concerns over the small size of the property and meeting minimum space standards, lack of EV charging facilities, lack of parking space, lack of lighting to the property and lack of information of heating source

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

UNANIMOUSLY RESOLVED to respond that Melksham Town Council does not support the application and concerns remain over the size of the dwelling, the lack of Ev Charging Facilities, lack of light to the property and lack of detail about heating source.

50/25 PL/2025/04140

The decision was noted.

51/25 PL/2024/06908

The decision was noted.

52/25 LHFIG Fullers Close

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

UNANIMOUSLY RESOLVED that Councillor Griffin, as Chair of LHFIG, will have informal discussions with Highways.

53/25 Parish Steward

Usual items.

Check position with pathway from Factory Shop to King Street.

Gutters into town.

Meeting closed at: 19:28

Signed

Dated

Melksham Town Council , Economic Development and Planning Committee

7pm, 22 July 2024

Joint Melksham Neighbourhood Plan 2

Purpose of Report

To inform Members about the updated Joint Melksham Neighbourhood Plan (JMNP2), the upcoming referendum, with a particular focus on Melksham Town. To suggest key next steps in delivering JMNP2 within the Town Council area.

Background

Melksham Town Council and Melksham Without Parish Council have worked together and are each responsible for the Joint Melksham Neighbourhood Plan JMNP2. The first JMNP was adopted in July 2021 and is the current adopted Neighbourhood Plan.

Both councils supported the immediate updating of JMNP. JMNP2 address additional issues and new priorities. It looks further ahead to 2038 with strengthened policies to manage planning applications. It boldly allocates two key town centre regeneration sites and sets locally shaped criteria for them. It designates and protects locally treasured Green Spaces, including 30 within the town. It has produced a Town Centre Master Plan to direct future improvements and deliver vitality and it has delivered a Design Guide to secure distinct high quality local development across the JMNP2 area.

The second plan has now successfully passed independent examination and is on course for a local referendum on 31 July. It must also pass this before it can come into force and replace the first issue of JMNP. Once adopted (or made), JMNP2 will become an equal part of the Wiltshire Development Plan. It will secure plan led development within our JMNP2 area for five years and all parties must give it full weight in preparing, assessing and determining development proposals within the JMNP2 area.

The Presentation

Vaughan Thompson (MRTPI) of Place Studio, who has assisted JMNP2 Steering Group in producing the first and updated plans, will give a short presentation of JMNP2 elements and policies. He will highlight the key areas of the new plan that are of particular relevance to Melksham town area and its community. He will suggest next steps following the making of JMNP2 that can help deliver its vision, objectives and key priorities. It is also an opportunity for Members to ask questions about JMNP2 and its future importance to Melksham.

Appendix

1. Melksham News Article
2. JMNP2 Mini-Guide

*“The Neighbourhood Plan is by the community,
for the community. It provides the foundations
for Melksham to grow sustainably for the benefit
of those that live and work here.”*



Joint Melksham Neighbourhood Plan 2

MINI GUIDE

June 2025



MELKSHAM
NEIGHBOURHOOD
PLAN

What is the Neighbourhood Plan?

The Joint Melksham Neighbourhood Plan covers both Melksham Town and Melksham Without.



This second edition of the Joint Melksham Neighbourhood Plan is bold and forward-looking, aiming to achieve the best possible outcomes from development and create a legacy for future generations.

It prioritises the regeneration of brownfield sites, specifically the Cooper Tires and Old Library sites, to deliver homes, jobs, and a vibrant town centre.

It also protects the separate identities of Shaw and Whitley villages, whilst allocating sites for needed houses. The Plan even ensures that developments approved through appeals, like land South of Western Way, still meet local priorities.

This mini guide outlines the 21 planning policies that give our community a strong influence on planning decisions.

Read the full plan:
melkshamneighbourhoodplan.org



Policy Section 1: Sustainable Development and Climate Change

"The Neighbourhood Plan should encourage renewable energy production in ways that will deliver community benefits"

1. **Sustainable Design and Construction**
2. **Local Renewable and Low Carbon Energy Generation**
3. **Flood Risk and Natural Flood Management**
4. **Ultra Low Emission Vehicle Charging**

The first four policies of the Neighbourhood Plan set the context for developments that proactively address the challenges of climate change - a key challenge for us locally is an increased risk of flooding and this is a significant issue in Whitley and Shaw.



Policy Section 2: Housing and Infrastructure

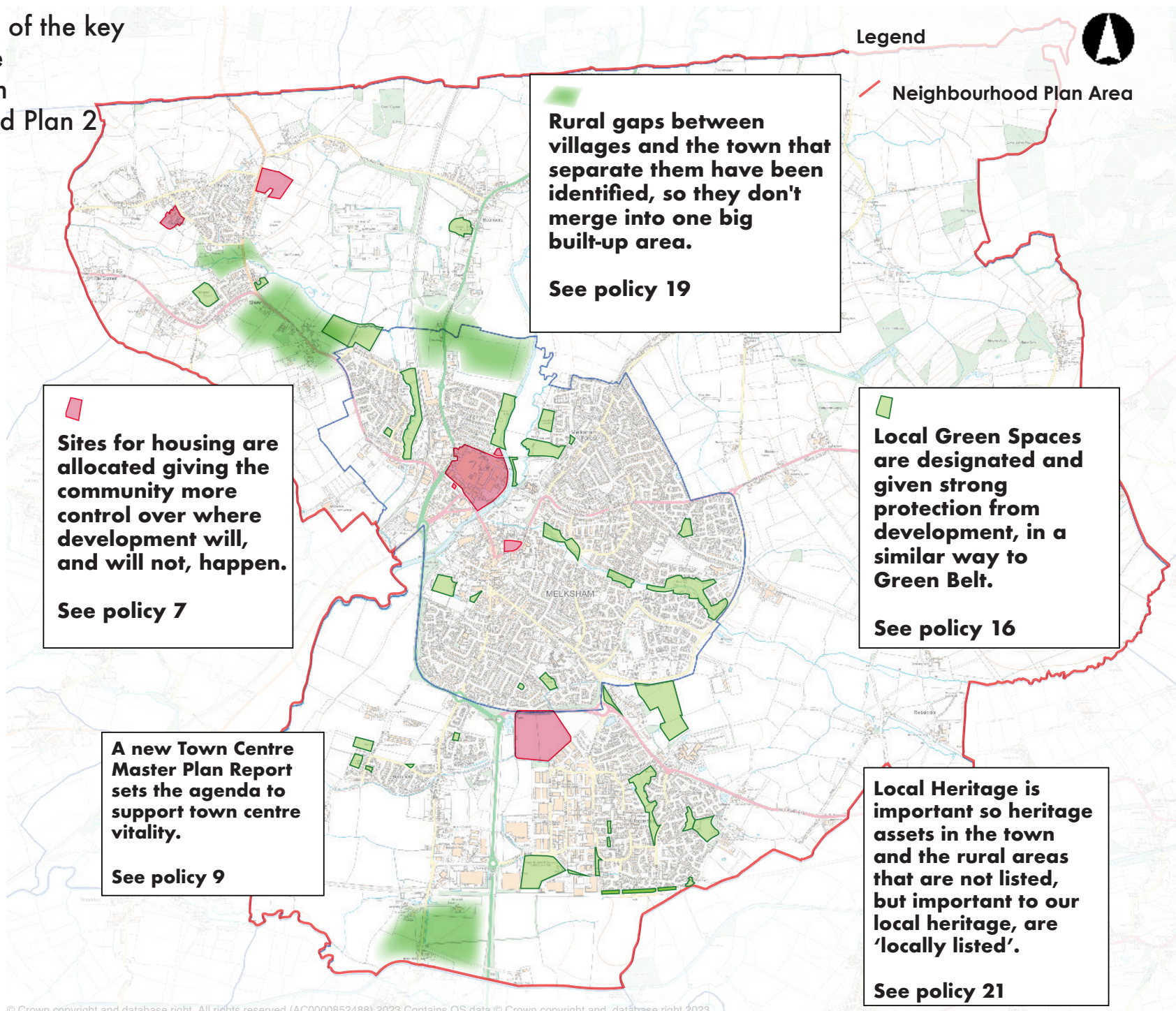
"It's vital that the Neighbourhood Plan supports diverse development that suits the needs of the community...which delivers real benefits for the local area"

5. **Community Engagement**
6. **Housing in Defined Settlements**
7. **Housing Allocations (Cooper Tires / Former Melksham Library / Land South of Western Way, Bowerhill / Land at Whitley Farm & Land at Middle Farm, Whitley)**
8. **Infrastructure Phasing and Priorities**

This section reinforces the role of local people in future development.

The Neighbourhood Plan sets out clear policies that deliver a cohesive vision and approach to development and infrastructure.

Overview map of the key elements of the Joint Melksham Neighbourhood Plan 2





Policy Section 3: Shopping, working and getting around

"The Neighbourhood Plan aims to create a positive environment to encourage retail investment into Melksham delivering diversity and choice and making the town more self-reliant"

- 9. **Town Centre**
- 10. **Employment Sites**
- 11. **Sustainable Transport and Active Travel**

Our town centres are changing fast, and we want Melksham to adapt positively to new challenges and chances. This plan focuses on boosting local jobs by protecting key employment sites.

We also want to make it much easier and safer to get around without a car, so people can walk, cycle, or use public transport to reach everything our town offers.



Policy Section 4: Community Well-being and Nature

"I like wild areas - they are great for playing hide and seek in. I also enjoy playing with my brother and friends since none of us have big enough gardens to play in"

- 12. **Green and Blue Infrastructure**
- 13. **Biodiversity**
- 14. **Open Spaces**
- 15. **Community Facilities**
- 16. **Local Green Space**

We believe that nature and open spaces, along with our community buildings and services, are crucial for a healthy and happy community.

That's why this section has policies specifically designed to protect and enhance these important local assets.



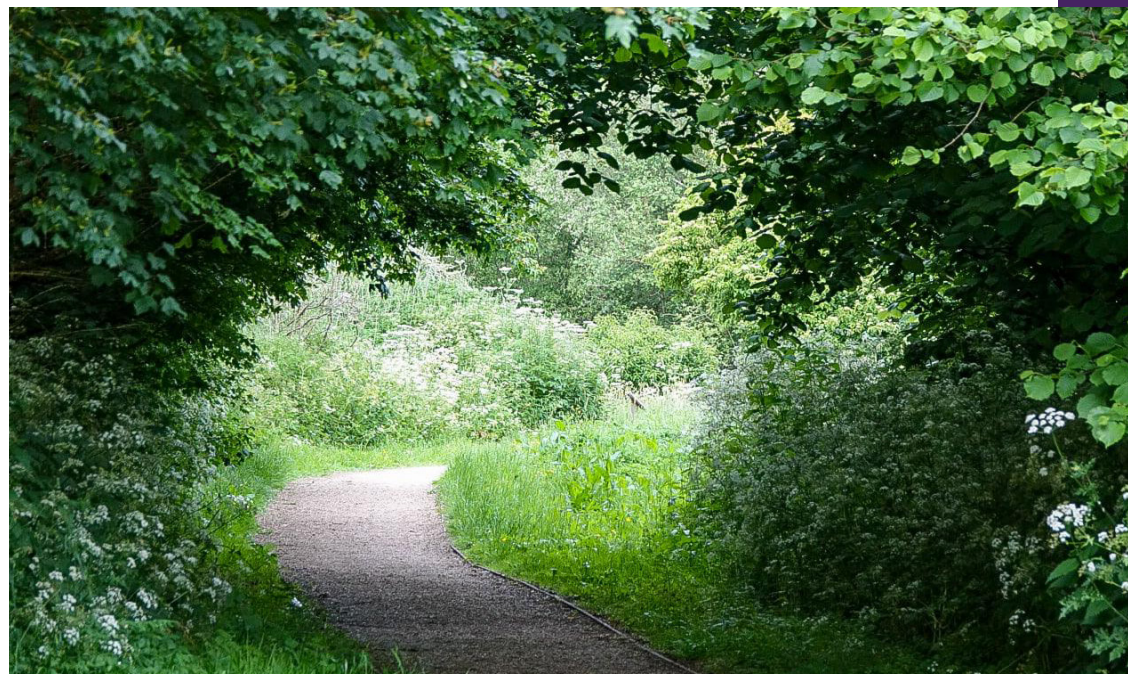
Policy Section 5: Natural and Built Environment

"We have the beautiful river Avon, meandering through the town with its riverside walks, stretching along fields through King George V Park and on to the wildlife reserve at Conigre Mead"

- 17. **Trees and Hedgerows**
- 18. **Landscape Character**
- 19. **Separation of Settlements**
- 20. **Locally Distinctive, High Quality Design**
- 21. **Local Heritage**

We have much to be proud of in terms of our heritage and natural environments both within the town and in our rural areas.

Policies in this section identify key features and set out clear criteria for respecting and enhancing the role of our built and natural heritage and environment.



The Neighbourhood Plan has been prepared by the Joint Melksham Neighbourhood Plan Steering Group.

Photographs by Linda DeSantiz. Aerial Photograph by Catherine Fallon Operations

Related information and the Plan evidence base can be found on the website: melkshamneighbourhoodplan.org

Questions and further information can also be directed at Melksham Without Parish Council or Melksham Town Council

Melksham Without Parish Council
clerk@melkshamwithout-pc.gov.uk | Telephone: 01225 705700

Melksham Town Council
townhall@melksham-tc.gov.uk | Telephone: 01225 704187

The qualifying bodies have received government grant funding and technical support during the preparation of the Neighbourhood Plan.

[Place Studio](#), a Bristol based planning and design consultancy that specialises in engagement and community led planning, were the main plan consultants.



THE JOINT MELKSHAM NEIGHBOURHOOD PLAN 2

EXAMINATION MILESTONE & PROCEEDING TO REFERENDUM



REFERENDUM - THURSDAY 31ST JULY

Working together with the community, Melksham Town and Melksham Without Parish Councils have updated the Joint Melksham Neighbourhood Plan (JMNP) to look ahead to 2038. The second edition of our Plan has successfully completed its independent examination, a major milestone on its road to coming into force and giving local voices more legal clout in the planning system.

The updated plan builds upon the first edition of the JMNP, which was voted on and adopted in July 2021. The second edition addresses the community's prioritised and updated issues including regenerating the Cooper Tires site and supporting town centre businesses, delivering more affordable housing choice, protecting our countryside and local green spaces, and stepping towards a zero carbon Melksham.

"The Plan is an excellent example of a neighbourhood plan review. It seeks to bring the Plan up-to-date. It includes a variety of policies and identifies positive and sustainable development."

JMNP2 independent examiner,
Andrew Ashcroft

You spoke. We listened.

JMNP2 has been developed through extensive community involvement and consultations in 2023 and 2024. The valuable feedback gathered from residents and stakeholders has been thoughtfully integrated to ensure the plan genuinely reflects local needs and aspirations. The plan is robustly supported by a comprehensive evidence base that includes a detailed record of how JMNP2 has responded.

Independently examined & evidence based.

In total, your Neighbourhood Plan sets out 21 bespoke local policies on design quality, sustainability, affordable housing, green space provision, and infrastructure contributions for Melksham town and the surrounding rural areas. They are evidence backed, tested through independent examination, and shown to be a positive way to directly shape the future of our town, villages and countryside.

Your Plan conserves and protects

Green spaces: 49 important local green areas are given the highest possible level of protection. It means that, like protected green belts, it's very difficult to build on them, ensuring they stay green and open for everyone to enjoy, for nature, or for their special character.

Countryside between villages and the town: Our plan identifies and gives additional local protection to important areas of countryside to protect the setting of our town and villages and ensure they don't merge into one big built-up area. We want to make sure you can still tell where one place ends and the next begins.

Local heritage: The plan includes a 'local list' that provides increased protection to historic features which, while not statutorily listed, are considered significant to the local heritage of the area.

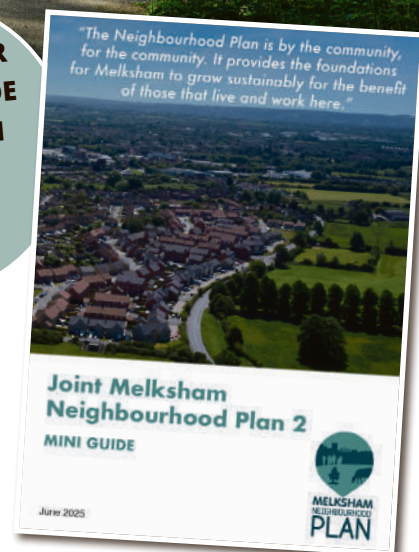
Your Plan helps deliver plan-led, sustainable development

Brownfield first: A core objective of the plan is prioritisation of maximising the use of brownfield land. It allocates nearly 14 hectares (c17 football pitches) of vacant land at Cooper Tires and the Old Library, to promote the creation of homes, jobs, and a vibrant town centre.

Managed growth on green fields: Outside of the town, the plan aims to preserve the distinct identities of Shaw and Whitley villages whilst facilitating the delivery of much needed smaller and more affordable homes, including bungalows.

Reduced risk of speculative development: This is a significant advantage. Having an adopted Neighbourhood Plan with allocated sites gives the community and the Local Planning Authority more control over where development happens for the next 5 years.

LOOK OUT FOR
THE MINI GUIDE
DELIVERED IN
YOUR LAST
MELKSHAM
NEWS



YOUR PLAN. YOUR VOTE. IT'S IMPORTANT FOR MELKSHAM'S FUTURE!

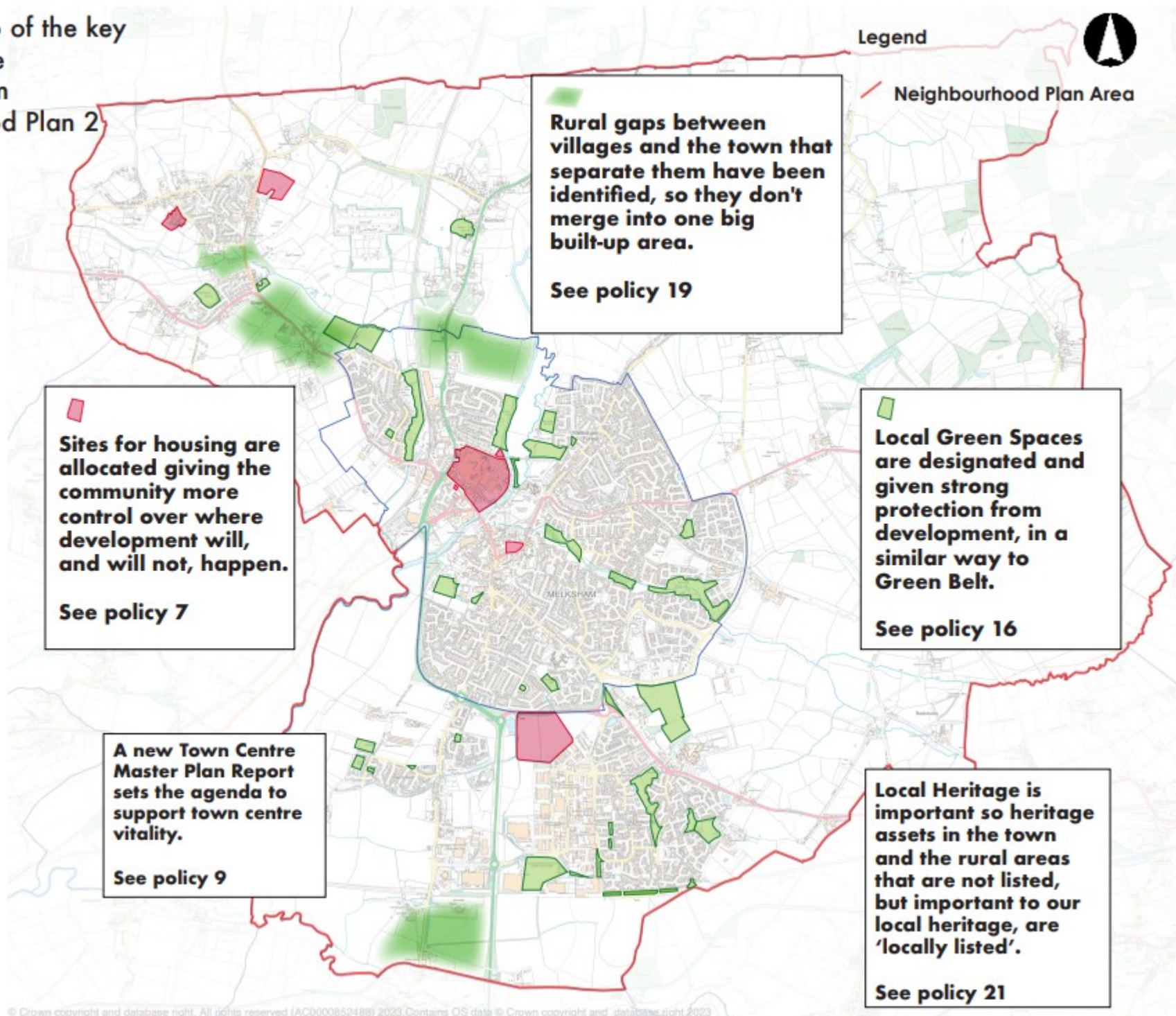
Having successfully navigated the independent examination, the Joint Melksham Neighbourhood Plan 2 is now proceeding to a local referendum on Thursday 31st July. Only upon a successful referendum will the plan be officially adopted, superseding the first edition and providing an updated clear framework, with the same legal status as the Wiltshire Local Plan, for future development in the area.

Melksham Town Council
Town Hall, Market Place, SN12 6ES
Tel: 01225 704187

Melksham Without Parish Council
First Floor, Melksham Campus, SN12 6ES
Tel: 01225 705700

www.melkshamneighbourhoodplan.org

Overview map of the key
elements of the
Joint Melksham
Neighbourhood Plan 2



How can I support FAIRTRADE?

There are many ways in which you can support Fairtrade in Wiltshire:

- Buy food and commodities that carry the Fairtrade label. The label is a guarantee that the goods have been independently verified by the Fairtrade Foundation as meeting Fairtrade standards on wages, conditions, fair trading practices and the environment.
- Encourage your friends and relatives to try Fairtrade goods.
- Encourage your favourite cafe to serve Fairtrade tea, coffee, sugar and hot chocolate.
- Get in touch with your local Fairtrade group and register your support (contact details overleaf).
- If you are able, become an active member of your local group by helping organise and participate in events and promotions.
- Become a champion for Fairtrade in your own school, voluntary organisation or place of work (your local Fairtrade group can help you with this).
- Register your support for Fairtrade in Wiltshire at the WAFT website.

**Make it happen!
Choose Fairtrade**

Some useful contacts:

Fairtrade Foundation:

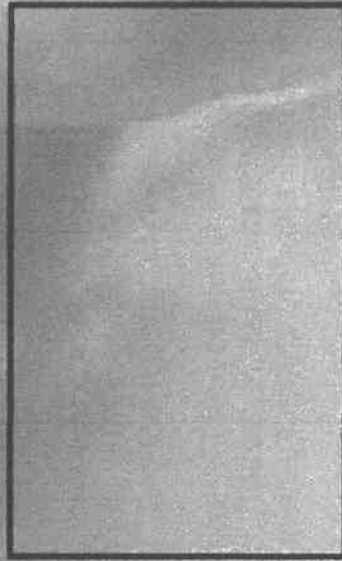
www.fairtrade.org.uk

Fairtrade Wiltshire an Association of Fairtrade Towns (WAFT)

Find us all at:

www.fairtradewiltshire.weebly.com

Your local Fairtrade group is:



**Look for the FAIRTRADE Mark
on products when you shop**
(This MARK is seen in colour and monochrome)



Fairtrade in Wiltshire

Working towards a fairer world
www.fairtradewiltshire.weebly.com



Website

What is Fairtrade?

Fairtrade is about better prices, decent working conditions and fair terms of trade for farmers and workers in the developing world.

Buying Fairtrade products ensures that producers receive a fair price for their goods – and there is also a 'social premium' which goes towards providing community facilities such as clean drinking water, medical facilities and education. Producers decide on projects democratically.

Paying sustainable prices addresses the injustices of conventional trade which can discriminate against the poorest, weakest producers.

Fairtrade farmers are required to meet strict environmental standards and training is given on sustainable practices that help mitigate the effects of climate change.

To find out more about Fairtrade visit the Fairtrade Foundation website:
www.fairtrade.org.uk

'Buying Fairtrade products ensures that producers receive a fair price for their goods.'

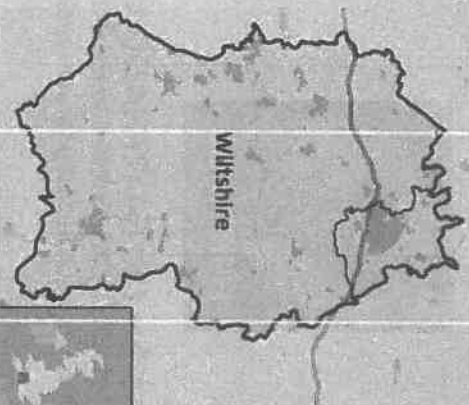
Fairtrade in Wiltshire

Wiltshire has several Fairtrade towns.

Fairtrade towns are towns where a special effort has been made to promote Fairtrade, involving local councils, businesses, churches, schools and voluntary organisations. To obtain Fairtrade Town status towns have to meet a number of criteria laid down by the Fairtrade Foundation.

In 2024 Fairtrade towns in Wiltshire came together to relaunch Fairtrade Wiltshire, as Wiltshire Association of Fairtrade Towns (WAFt). Its aims are to promote Fairtrade in Wiltshire, to achieve and maintain Fairtrade County Status and to share information on good practice.

To find out more about us and Fairtrade visit www.fairtradewiltshire.weebly.com where you will also find contact details for each Fairtrade Town.



A message from a FAIRTRADE Tea Farmer



Patrick Kaberia Muthiura is a Fairtrade Tea Farmer from Mchirikuru in the Nyambene Hills of northeast Kenya.

Patrick has visited the UK on a number of occasions at the invitation of the Fairtrade Foundation and Fairtrade Wiltshire 2024. Fairtrade towns in Wiltshire have remained in touch with Patrick since 2017.

Greetings, or 'Jambo' as we say in Kenya.
Fairtrade makes a big difference to communities like mine. It starts with training and hands on tools to protect the environment, ethical fair treatment of workers, guaranteed minimum payment to farmers for their produce, and protection of children, youth and women! This ensures high quality products and a safe and sustainable environment as a legacy to future generations of farmers.

For this effort, Fairtrade campaigners in your communities help to sensitize the market stock and buy Fairtrade market products. The icing on the cake for us producers is the premium paid on top which we collect and deploy to democratically agreed priority community projects that have direct social-environmental and economically sustainable outcomes. Our premiums committee has educated dozens of underprivileged farmer's children, built up school classrooms, community health centres, planting and rehabilitation of rivers and protection of water catchment areas with native trees which are ecologically suited for these high value ecosystems. Trees provide shade against the heat, help water retention & reduce risks of soil erosion.

We produce all our tea to Fairtrade standards but only a very small proportion is sold as Fairtrade which attracts the vital premium. If more of our Fairtrade buyers/merchants decided and paid more premium on our Fairtrade tea, we could do enormously greater activities to support the workers and members of our community. As well as buying Fairtrade, you can back Fairtrade by registering your support through Fairtrade Wiltshire's website and by joining your local Fairtrade group.

Please help, buy Fairtrade, be the life support the communities that produce the foods we enjoy have a decent, dignified life - it really will make a difference.
Be the Change. Be the Future.
Asante Sana. Thank you VERY much, Patrick

Buying Fairtrade

Remember buying Fairtrade is easy. There are more than 6000 products from coffee to tea and flowers - so when shopping, look for the Fairtrade Mark. This year (2024) the Fairtrade mark in the UK is celebrating its 30th year.

According to a new report entitled The Endangered Aisle, published in February 2023 by the FT Foundation, bananas, coffee and cocoa are at risk of becoming endangered due to climate change. Making the small switch to Fairtrade supports producers in protecting the future of your food and the planet.



"We can help farmers in poorer countries by buying Fairtrade goods, such as bananas"

Take a step for Fairtrade, look for the logo!



Fairtrade seeks to address poverty in the developing world through establishing fairer trade agreements. By buying Fairtrade certified products you are giving farmers & artisans a chance to sell their products at an agreed price that covers their costs and enables them to support their communities and invest in a secure future.



CHOOSE THE WORLD YOU WANT



FAIRTRADE

Produced by the Trowbridge Fairtrade Town Group 0424. Photographs copyright: K J Hartley

THE TROWBRIDGE Fairtrade Town Group



When out shopping choose Fairtrade, you know it makes sense!



FAIRTRADE

Try it!

Ask for it!

Promote it!

Make it happen!



Trowbridge Fairtrade Town Group

Trowbridge Fairtrade Town Group was formed in 2007 by a small group of volunteers to raise awareness of the principles of Fairtrade (FT) and the promotion of FT certified goods in the Town.

Working with the Town Council and local businesses, schools and churches the Group applied to the Fairtrade Foundation for Fairtrade Town status, which was awarded in February 2009. Since then, the Group has successfully maintained its status as a Fairtrade Town following application to the Fairtrade Foundation for renewal every 3 years. Trowbridge continues its Fairtrade Town status until December 2026

The Group has had the full support of the Town Council since it was formed and has been privileged to have the Mayor serve as Honorary President.

The Group seeks to raise awareness by promoting FT certified goods in the town with stalls at events such as the Apple Festival, the Carnival Country Fayre, and the Weavers Market. An important aspect of the Group's work is visiting local schools to give talks about Fairtrade, where the message of justice and fairness resonates strongly.

Buying Fairtrade is easy. There are more than 6000 products from coffee to tea and flowers - so when shopping, look for the Fairtrade Mark



Members of the Trowbridge Fairtrade Group:

President: The Trowbridge Town Mayor

Chair: Vacancy

Secretary: Linda Gowen

Treasurer: Eric Clifford

Media Lead: Vacancy

Members: Kevin Hartley

Lyndsey Wright

Cllr Stephen Cooper

Cllr Denise Bates

Cllr Mel Jacobs

If you would like to talk about Fairtrade contact:

Linda Gowen by email: gowen144@hotmail.co.uk

What is Fairtrade?

The goal of Fairtrade is to make sure that companies in developed countries pay a fair price to producers in developing countries for their work.

This means not just paying them a fair wage, but also helping them improve their skills, increase standards of living and create secure and sustainable livelihoods for the future generations through payments of social premiums.

Currently there are many farmers in developing countries working hard to produce items that end up in our shopping baskets, however, they do not get paid enough to support their families and afford life's essentials - like food, education and healthcare.

Fairtrade Products;

Fairtrade products are available in the town's supermarkets, independent shops, in cafes, restaurants, through catering suppliers and wholesalers, as well as online shopping. Supermarkets have their own brand of Fairtrade goods as well as stocking goods from other producers, all Fairtrade goods carry the Foundation logo.

The Fairtrade Foundation has licensed over 6000 Fairtrade certified products for sale through retail and catering outlets in the UK

Coffee - Tea - Bananas - Cocoa - Dried Fruit
Sugar - Chocolate - Honey - Juices - Rice - Spices
Wine - Nuts - Oils - Flowers - Cotton Products - Fresh Fruits - Quinoa - to name a few products

Want to know more?

See our Facebook page: Trowbridge Town Fairtrade Group

Fairtrade Foundation:

The Fairtrade labelling and monitoring organisation in Britain:

Fairtrade Foundation address - 5.7 The Loom, 14 Gowers Walk, London E1 8PY

Phone 020 7405 5942.

Web: www.fairtrade.org.uk

Twitter: @Fairtrade UK

Facebook: www.facebook.com/fairtradefoundation

YouTube: www.youtube.com/user/Fairtradefoundation



[REDACTED]

Subject:

RE: Traffic Survey request

Good morning,

Please can I ask you to forward this to your Town/Parish in the first instance, they will then send this on your behalf.

Kind regards

Traffic Survey Inbox

Wiltshire Council

[REDACTED]

Subject: Traffic Survey request

You don't often get email from samovarsuzie9@gmail.com. [Learn why this is important](#)

Good morning, I'm asking for a traffic survey request to be done on the road from Melksham Market place upto Melksham Campus and Library.

I am having problems crossing this road.

Cars whizz around the roundabout and accelerate up the feeder road to the campus + coming out of the campus. There is a vision problem when crossing the road here towards the Town Hall as you check to see what cars are coming off the roundabout (The cars don't always indicate) but can't see what is coming out of the campus until you are crossing the road.

I use a rollator walker and have nearly been knocked over several times. I feel there should be a reduced speed limit on this stretch of road.

Kind Regards

[REDACTED]

PS. sorry resending as I forgot to attach the form

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Traffic Survey Request form

Request details (one location only – please use one form per location)					
Date of Request:		08.07.2025			
Full Name of Requester		[REDACTED]			
Town/Parish Council Name		Melksham Town Council			
Main issue (please tick all that are relevant)					
Speeding:	Yes	Traffic volume:		Vehicle type:	
Please describe the need for the traffic survey / last date a survey was carried out					
<p>In Melksham, the feeder road off the town centre roundabout to Melksham Campus.</p> <p>Cars whizz around the roundabout and accelerate up the feeder road to the campus + coming out of the campus. There is a vision problem when crossing the road here towards the Town Hall as you check to see what cars are coming off the roundabout (The cars don't always indicate) but can't see what is coming out of the campus until you are crossing the road.</p> <p>I use a rollator walker and have nearly been knocked over several times. I feel there should be a reduced speed limit on this stretch of road.</p>					

Survey Location						
Road name:		Road leading to Melksham Campus of the town centre roundabout.				
City/town/village:		Melksham				
Posted speed limit:		20mph	30mph	40mph	50mph	60mph
		Yes				
Is there an existing Community Speed Watch (CSW) in place? (place a tick in relevant box)		Yes:		No: Not than I'm aware of		
If you have answered 'Yes' to above, please provide start date of CSW Scheme:						
Description of preferred survey location:		Melksham Town Centre Roundabout to Melksham Campus				

'What3Words' location link:	Cross.scary.publisher Marked.bumps.snacking	
Declaration:	I confirm that I have read and understood the information in the 'Traffic Surveys Request Process and Information' document (please tick the box).	yes

Traffic Survey Request Form & Instructions

Instructions for ordering Traffic Surveys
for Wiltshire Council

Appendices

1. Overview of Traffic Surveys
2. Area Board/SEPM & Traffic Engineer Information
3. Site Selection Criteria for Traffic Surveys
4. Survey Results and example
5. What3Words Instructions

Appendix 1

Overview of Traffic Surveys

Previously known as 'Metro Counts', the traffic surveys we undertake use equipment placed on carriageways which comprises of two rubber tubes stretched across the carriageway and a data box which is secured to street furniture. Data is collected for 24 hours per day over a 7-day period on the speed, volume and classification of vehicles. The equipment may be on site for up to two weeks with surveys only being conducted during school term times*.

Wiltshire Council receives a large number of traffic survey requests over the year from Town and Parish Councils and from internal teams within the Council, to assist with transport related projects.

If you are a member of the public who would like to request a traffic survey, this should be made **via your local Town or Parish Council who will submit an application form to Wiltshire Council on your behalf - we do not accept the request forms directly from individual members of the public.**

Wiltshire Council will send traffic survey requests to our contractor in batches of 20 approximately once per month. Once the surveys have been completed, Wiltshire Council then process the survey data before it is distributed to the relevant town or parish council, Wiltshire Police's Community Speed Watch Team and the relevant Traffic Engineer for the area to ensure that our Highways are monitored and that everyone with interest remains informed.

The following information has been provided in order to guide you through the process of completing a Traffic Survey Request. Please read this carefully and provide as much detail as possible. Once the traffic survey has been commissioned, **it cannot be cancelled, relocated or repeated. Please also note that traffic surveys cannot be repeated within a year on the same road.**

If you have any queries, please contact trafficsurveys@wiltshire.gov.uk.

**Some traffic surveys may be requested during off-peak periods of the year by other teams within the Council. Please ensure that you check that they are happy for the surveys to be conducted out of the term-time period as this can impact the results significantly.*

Appendix 2

Area Board/Strategic Engagement & Partnership Managers (SEPM) & Traffic Engineer Information

Area Board	SEPM	WC Traffic Engineer
Stonehenge (Amesbury)	Graeme Morrison	Kate Davey
Bradford on Avon	Liam Cripps	Kirsty Rose
Calne	Ros Griffiths	Mark Stansby
Chippenham	Ros Griffiths	Kirsty Rose
Corsham	Ros Griffiths	Sarah Dearden
Devizes	Richard Rogers	Gareth Rogers/Jamie Mundy
Malmesbury	Andrew Jack	Steve Hind
Marlborough	Andrew Jack	Steve Hind
Melksham	Richard Rogers	Martin Rose
Pewsey	Richard Rogers	Mark Stansby
RWB & Cricklade	Andrew Jack	Martin Rose
Salisbury	Karen Linaker	Paul Shaddock
Southern Wiltshire	Karen Linaker	Rhiann Surgenor
Southwest Wiltshire	Karen Linaker	Paul Shaddock
Tidworth	Graeme Morrison	Rhiann Surgenor
Trowbridge	Liam Cripps	Jamie Mundy
Warminster	Liam Cripps	Sarah Dearden
Westbury	Graeme Morrison	Kate Davey

Appendix 3

Site Selection Criteria for Traffic Surveys

The following points **MUST** be followed when selecting a survey site. If the criteria are not met, the data quality will be poor, and results may not provide any evidence of the issues you have raised.

- **For Community Speed Watch and community concern sites**, traffic surveys will **only** be approved in 20mph, 30mph and 40mph limits, **over 100m** from a change in speed limit, with **no traffic calming** in place. Any sites that meet the criteria for a CSW scheme which are surveyed within 100m, **will be rejected** by the Community Speed Watch Team.
- **Any locations with a posted speed limit of 50mph or 60mph will need approval from a Wiltshire Council Traffic Engineer** before a survey is commissioned (please see Appendix 2 for a list of our Traffic Engineers and the Area Boards they manage). Please contact the relevant Traffic Engineer for your Community Area in the first instance, **before** submitting your request.
- **Select sites where most traffic is travelling at a constant speed across the tubes.** Wherever possible please avoid the following locations;
 - roads where vehicles are accelerating or decelerating due to sharp bends and steep inclines
 - do not choose locations near traffic signals, junctions or near pedestrian crossings
 - roads with on-street parking
 - and sites where vehicles may need to stop over the tubes.
- **Ensure that traffic will cross at right angles to the tubes as far as possible.** Avoid sites where vehicles may turn across the tubes or where vehicles may change lanes.
- **Ensure there is a suitable securing point for the roadside unit.** This could be road signs, street furniture or street lights. The data box is secured with a padlock and chain - any posts must be tall enough so that the chain cannot be lifted over the top. Use of posts on private property will require permission from the landowner. Please see next point.
- **Acceptable** street furniture could be;

Various road signs, speed limit signs (with the exemption of speed terminals)
Directional signs, street lights and trees that are on the highway and easily accessible



- **Unacceptable** street furniture;

Bollards/posts and private property such as fencing/gates (can only be used with owners permission – contact details will be required)



- **Consideration for the safety of the deployment officers is paramount.** Any location deemed too high risk for deployment will not be completed – notification of this will come from our contractors via Wiltshire Council and the relevant Town/Parish Council will be notified with an alternative suggestion.
- **Please include as much information for the location as possible**, including house numbers, official road name and/or number and maps. In addition, please include a www.what3words.com link for the location, as this helps us and our external contractors to identify specific locations, particularly in rural areas. **Please see Appendix 5 for further instructions.**
- **Locations are not eligible for repeat survey within a 12-month period**, unless there are exceptional circumstances and approval from the Highways Officer.
- A desktop exercise will be performed by Wiltshire Council to ensure that all of the relevant information has been included on the form and check each location for site suitability. If there are any issues with the location you have selected, you will be contacted to discuss via email to confirm, prior to the survey. **Incomplete forms without the above information will be returned to the corresponding Town/Parish Council.**
- **PLEASE NOTE** – There may be instances where the location that you have selected cannot be surveyed, and an alternative is deployed. In these instances, our contractor may raise concerns that were not apparent during the desktop exercise. The reasons for this may be due to poor visibility to carry out the installation safely, high volumes of traffic or the speed of traffic. However, our contractors will endeavour to relocate the survey equipment as close as reasonably possible to the requested location and are responsible for informing us as soon as the installation has taken place. **We will of course do our utmost to keep you informed as soon as this information is made available to us.**

A Wiltshire Council Highways Officer will try to answer any questions regarding the above points but are **unable to visit sites in person**. Please contact trafficsurveys@wiltshire.gov.uk for further help.

Appendix 4

Survey Results

Wiltshire Council are part of regional contract that covers the Southwest of the UK, along with many other Local Authorities. The aim of this contract is that one supplier is used for commissioning the traffic surveys for all contract members, to enable costs to be kept to a minimum and to ensure best value for money. This contract is renewed every two years; therefore, the presentation of the survey results you receive once your request has been completed, may vary during this time.

The survey results will be supplied via email to the corresponding Town/Parish Council and will provide details as previously. Please see **Figures 1 & 2** below for an example of a traffic survey report from one of our previous contractors and a more recent one from our current contractor.

- **Speed Data**

The traffic survey will record 85th percentile speed for each vehicle and this will be used to determine if the site enters the thresholds for intervention and detailed as follows;

Speed Limit (MPH)	No further action (85 th ile)	Considered for Community Speed Watch (85 th ile)	Police Enforcement (85 th ile)
20mph	20 mph to 24 mph	24.1 mph to 38.9 mph	Over 39 mph
30mph	30 mph to 35 mph	35.1 mph to 41.9 mph	Over 42 mph
40mph	40 mph to 46 mph	46.1 mph to 49.9 mph	Over 50 mph

The 85th percentile is the speed at or below which 85% of the traffic is travelling. This is the standard method of assessing traffic speed in the UK. ***Please note that Community Speed Watch teams cannot operate in areas with a speed limit over 40mph.***

In addition to the recorded **85th percentile**, speed results are also provided to illustrate;

- Directional speed data
- Weekly average speed data
- Percentage of vehicles travelling over PSL (Posted Speed Limit).

- **Traffic Volumes**


Traffic volumes are recorded hourly and split into northbound/southbound or eastbound/westbound directions. These results are also categorised as follows;

- Combined vehicle volume
- Weekday average volume
- Weekly average volume
- Weekly total volume

Vehicle Classification



The classification of each vehicle is recorded during the traffic survey by measuring the distance between front and rear axles as they travel over the two tubes. Again, this information is provided as a summary over the survey period and split into vehicle classifications.

Figure 1 – An example of a traffic survey report from our latest contractor Intelligent Data

Intelligent Data Collection Limited


Client: Wiltshire Council
Project Number: ID-0924-0005
Site Number: Site 1

Project Number	ID-0924-0005	
what3words	https://what3words.com/camera assess skyll	
Road Name	A342	
Town/Village	Everleigh	
Easting/Northing (X/Y)	Easting	Northing
	420219	153747
Survey Start/End Dates	Start Date	End Date
	30/09/2024	08/10/2024

Posted Speed Limit (mph)	50
Combined 85th/90th Speed (mph)	48.75
Total Vehicles	25224
% Exceeding PSL	10.2%

	A-B	B-A	Total
Total Vehicles by Direction	12876	12348	25224

	A-B	B-A	Total
5-day Average Speeds (mph)	43.64	43.77	43.71

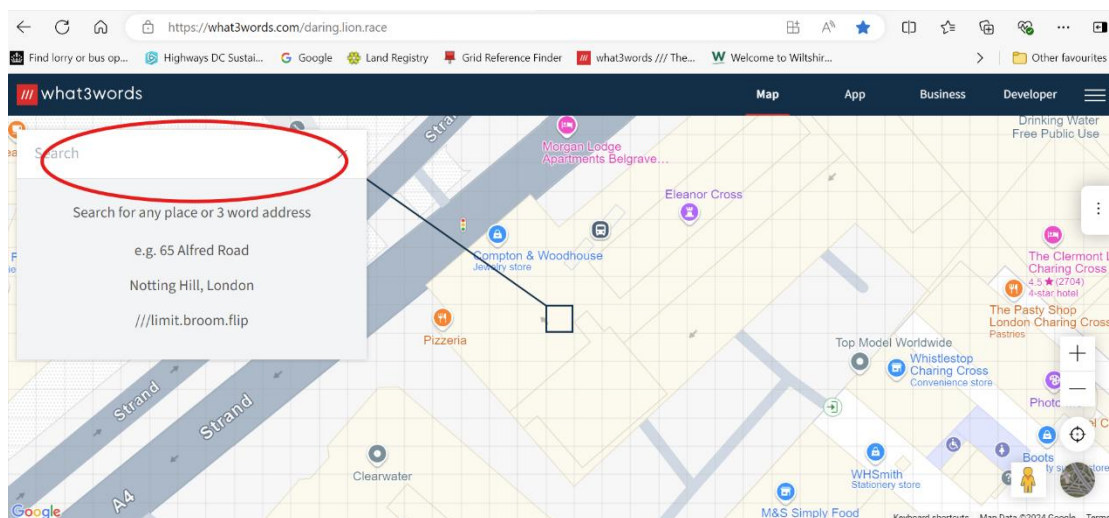
	A-B	B-A	Total
7-day Average Speeds (mph)	43.61	43.71	43.66

Class	Vehicle Type	Total Vehicles by Class (A-B)	Total Vehicles by Class (B-A)	Total Vehicles by Class (Total)
1	Cycle	8	6	14
2	Motor Cycle	158	128	286
3	Car	9905	9189	19094
4	LGV	2057	2250	4307
5	2 Axled Rigid	498	525	1023
6	3 Axled Rigid	45	52	97
7	4 Axled Rigid	4	3	7
8	3 Axled Artic	68	72	140
9	4 Axled Artic	0	3	3
10	5+ Axled Artic	91	72	163
11	Bus	42	48	90

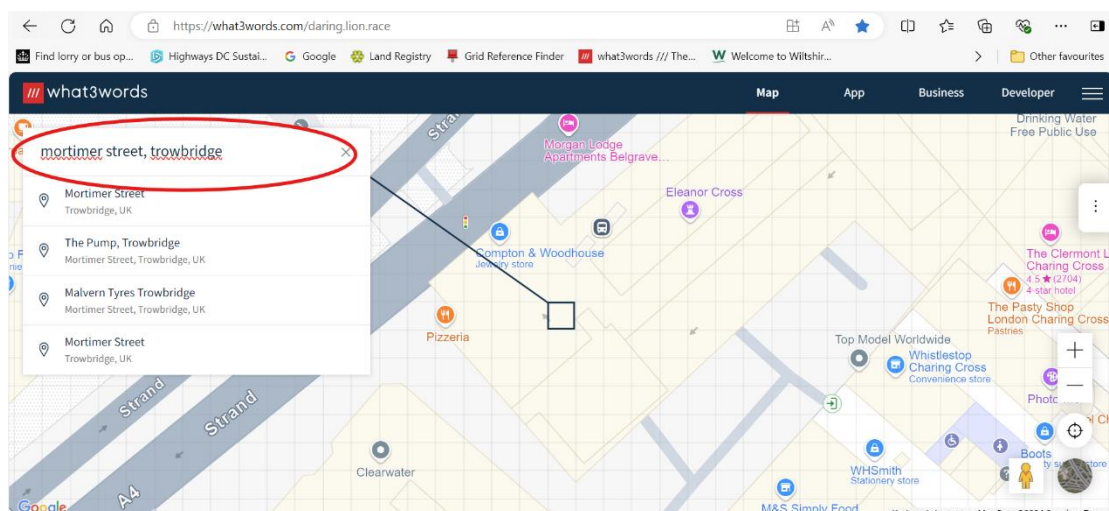
Appendix 5

‘What 3 Words’ Instructions – how to find your site location

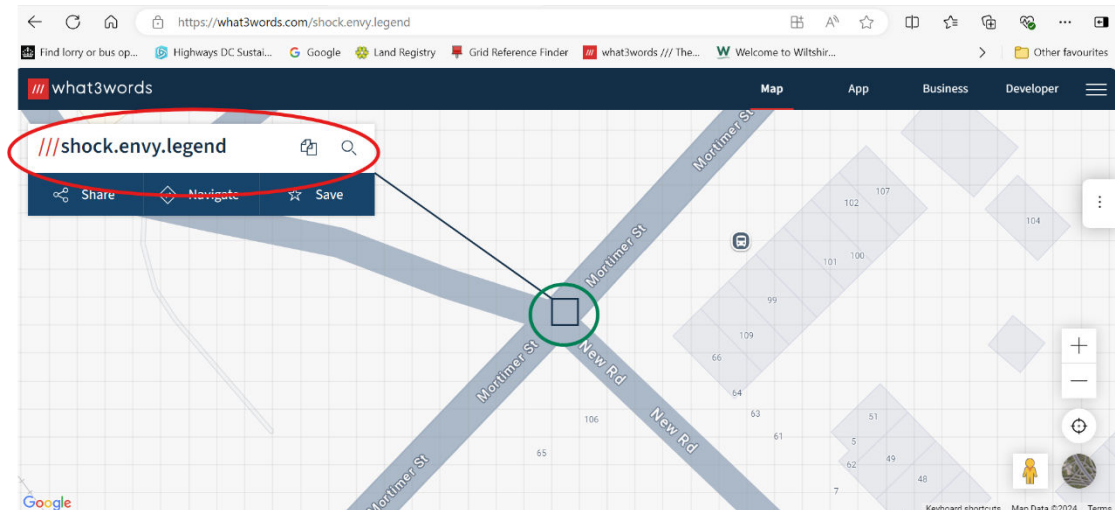
- Navigate to www.what3words.com
- In the search bar at the top left of the screen, type in the address or postcode you are looking for e.g. Mortimer Street, Trowbridge.



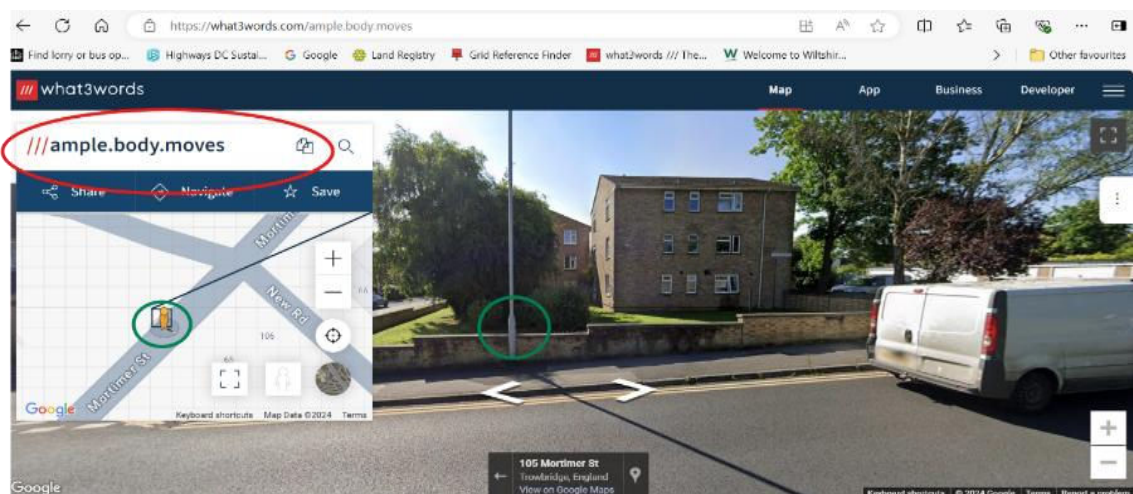
- You will be given a choice of addresses as in the image below. Make your selection from the list and you will automatically be taken to the location on the map as shown in the next image. When given a road name to search, What3Words will automatically select a point on the road which is central. (see red and green highlighted locations on the map).



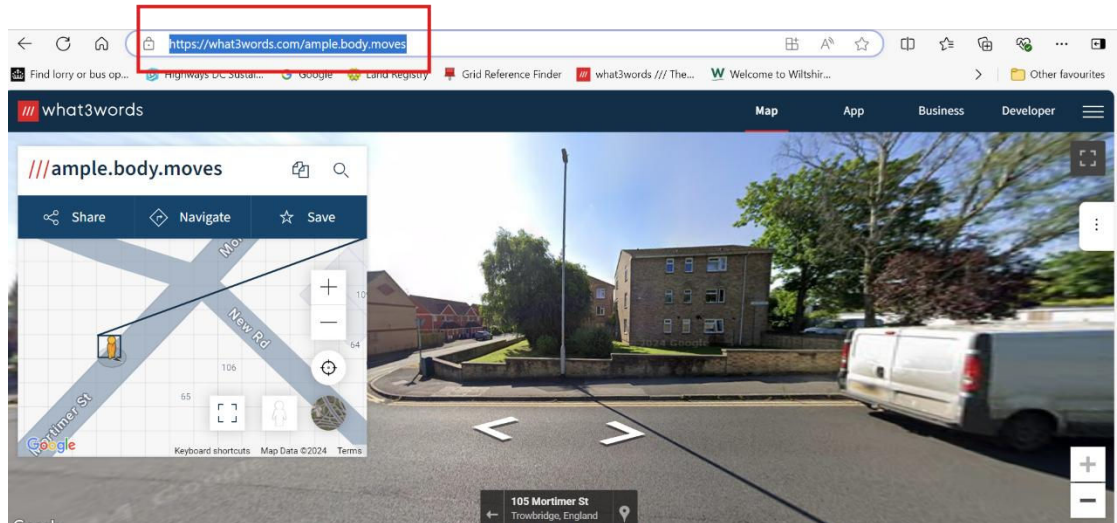
- You will see three completely random words are now in the search box which is where you will find your 'What3Words' location reference and a black box outlined. **However**, this location may not necessarily be the precise location you are looking for (e.g. street light no. 7 outside of numbers 94-96 Mortimer Street, Trowbridge). So, using the 'hand' tool, navigate around the screen to find your chosen location and click onto a box within the grid and ensure it has a black outline - each time you do this you will notice the 3 words in the search box change (you may need to zoom into the map to see the squares appear - please use the zoom +/- button on the bottom right of the map).



- Once you have found your chosen location, please select the 'yellow man' at the bottom right of the screen (also shown in Google Maps). Click and drag him onto the map in the vicinity of your location as shown below. An image of the location will also be shown via Google Maps which will enable you to specify your exact location.
- Continue to navigate the yellow man to your chosen location using the hand tool and arrows and select the relevant box where he is so that the box has a black outline as shown in the next image.



- You'll now see that the What3Words on the top left has changed now that you have selected another box. Once you are happy with your location, please make a note of the What3Words reference (e.g. ///ample.body.moves!) on your traffic survey request form **OR** simply highlight then copy the URL on your web browser as shown in the next image and paste the URL link onto the request form.



- If you have any issues with using www.what3words.com please contact trafficsurveys@wiltshire.gov.uk.

[REDACTED]

Subject:

RE: Traffic Survey Request

[REDACTED]

Please below in red.

Regards

[REDACTED]

Wiltshire Council

[REDACTED]

Highways Fault? Report it here:

<http://www.wiltshire.gov.uk/mywiltshire-online-reporting>

Follow Wiltshire Council



Visiting the Council offices

County Hall

Bythesea Road

Trowbridge

BA14 8JN

Find the office on [Google Maps](#)

Travelling by car

Postcode for satnav: BA14 8JN

Visitor parking is at the front of the main building for 2 hours. Please input your car registration details on arrival. There are several pay and display car parks within a 5-minute walk of County Hall.

Travelling by Rail

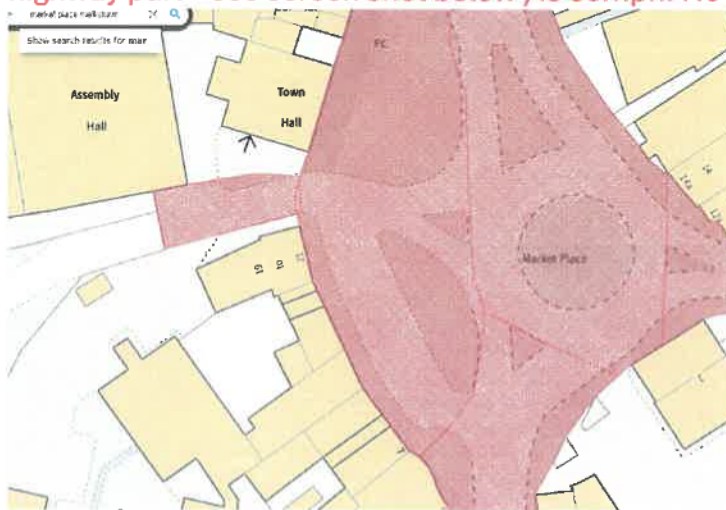
Trowbridge railway station is, approximately, a 10-minute walk from County Hall.

[REDACTED]
Subject: Traffic Survey Request

Good afternoon [REDACTED]

We have received a request for a traffic survey on the access road leading off of the Market Place past the Town Hall and down to the campus. I have had a look at the instructions for requesting a survey and it raises a few questions that I would like your opinion on before I put the request to a committee.

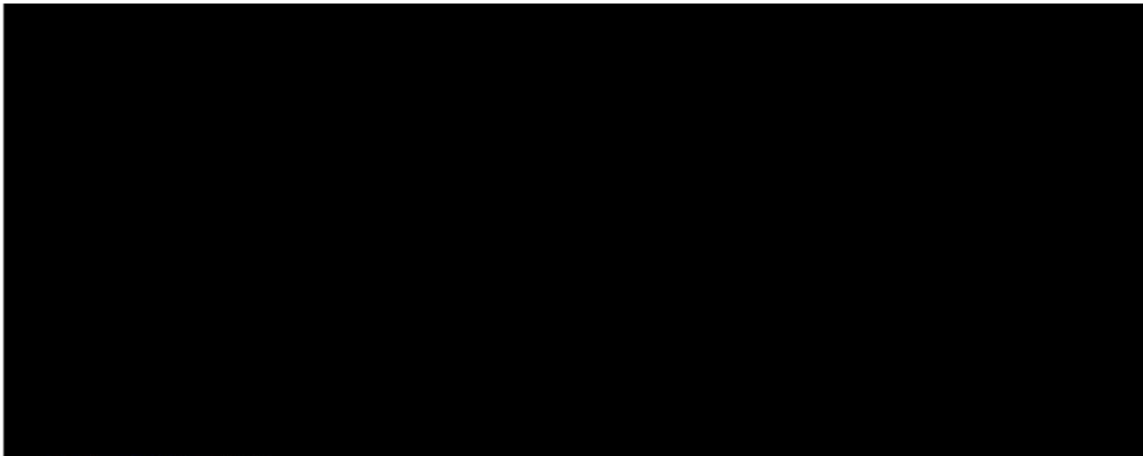
- (i) The guidance says to ensure there is a suitable securing point for the roadside unit. There is a lamppost at the corner of the town hall but it is not adjacent to the road so the chain would have to run across an area of public access. **Where the fixing to a static item i.e. streetlight, crosses a footway I'm sure the traffic survey provider can provide ramped covers which the tubes slot inside. This avoids the tubes trailing across the footway.**
- (ii) The guidance has different rules for different speed limits but I am not actually sure what the speed limit is on the access road. **The speed limit on the access road (adopted highway part – see screen shot below) is 30mph. No issue here.**



- (iii) Does the fact that the majority of the length of this road is within the grounds of the campus? **No, the traffic count can be installed near the corner of the town hall as you have proposed.**
- (iv) The guidance asks that we avoid, if possible, “roads where vehicles are accelerating or decelerating due to sharp bends and steep inclines” and “locations near traffic signals, junctions or near pedestrian crossings” . This would seem to apply as the road comes off of the Market Place roundabout. However, the whole point of the request is that the resident claims cars do not decelerate sufficiently. **I think this relates lengths subject to strong braking or acceleration. I think you'll be fine in the location below. I fully expect average speeds well under 20mph here. I use the campus at least once per week and have never witnessed an issue with excessive vehicle speed.**



Many thanks for your help. Have a good afternoon.



www.melksham-tc.gov.uk

Melksham Town Council, Town Hall,
Market Place, Melksham, Wiltshire SN12 6ES



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Wiltshire Council

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

Temporary Closure of: B3107 (Part), Melksham (Ref: TTRO 10644)

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

B3107 (Part), Melksham; from its roundabout junction with A350 for a distance of approximately 30m in a south westerly direction.

To enable: Wessex Water to carry out CCTV survey of foul water network and associated works.

Alternative route: via B3107 (unaffected length) – B3105 – B3109 – A365 – A350 and vice versa.

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

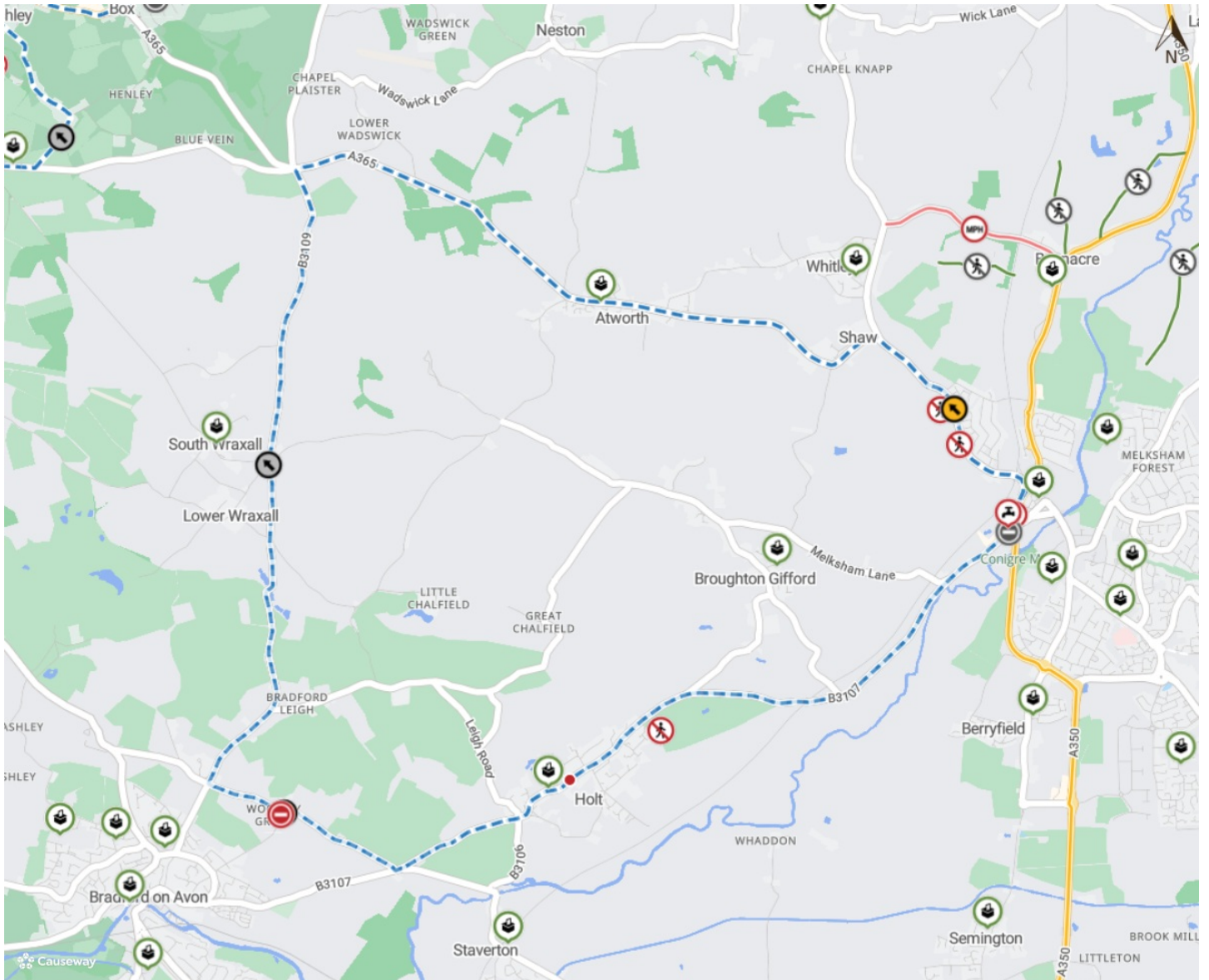
This Order will come into operation on 15 September 2025 and the closure will be required between the hours of 19:30 and 05:00 for 1 night. It is anticipated that the works will take the stated duration to complete depending upon weather conditions. Access will be maintained for residents and businesses 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 Wessex Water on 0345 6004600.

Highways Assets and Commissioning, County Hall, Bythesea Road, Trowbridge BA14 8JN

12 September 2025

Indicative Plan : B3107 (Part), Melksham



Imagery © 2025 [MapTiler](#) | Imagery © 2025 [Hexagon](#) | © [MapTiler](#) © [OpenStreetMap contributors](#)

MWPC comments on the proposed Aldi development from their Planning meeting on 30th June 2025.

From MWPC to Consultants. 1st July 2025

Dear Consultation Team.

Although the proposed new ALDI store in Melksham is not in the Melksham Without Parish, it does sit on the parish boundary and will be used by residents of the parish, and so was discussed at the council's planning committee last night (30th June 2025). Members discussed the application and raised concerns about the lack of pedestrian access to the site. Please can this be considered as the development moves forward?

Kind regards

From Consultants to MWPC 1st July 2025

Thank you for the below.

If you are able to share further details of their concerns, I will pass this onto the project team and will be back in touch to provide a formal response.

From MWPC to Consultants 2nd July 2025

The concerns raised were about the lack of safe walking routes to the site. For pedestrians coming from the town (Bradford Road A3102) they will need to cross Farmers roundabout and the A350 to access the proposed site on the B3107. There are no pedestrian crossings on Farmers Roundabout, with the nearest crossing of the A350 being outside the entrance to Asda. Additionally there are limited or no pavements on the roads feeding into Farmers roundabout. A particular concern is the lack of a pavement between Asda (where a pavement is present) and the entrance to the proposed site.

There is a current adopted joint Melksham Neighbourhood Plan 1, but the emerging Neighbourhood Plan 2 has significant weight already, with its Referendum scheduled for Thursday 31st July. You can read more about both plans here www.melkshamneighbourhoodplan.org

Policy 11 of the Joint Melksham Neighbourhood Plan 2 cover sustainable active travel and details that:

Policy 11: Sustainable Transport and Active Travel

As appropriate to their scale, nature and location, development proposals should complement the Sustainable Transport Hierarchy, including provision for ultra-low emission vehicles. Proposals for major development should demonstrate through a proportionate Travel Plan how sustainable transport modes are maximised and that safe and suitable movement can be achieved for all people. As a key element in the local sustainable transport network, proposals that would achieve further improvements to the accessibility and quality of the links between the wider town and Melksham railway station will be supported. Improvements to the quality of the public realm around the station will also be supported.

I have included an extract of the Plan here, and included the whole section on “Shopping, Working and Getting Around” which cover proposals for the retention, intensification and reuse of previously developed sites, the active travel policy above, and also about the town centre. Your proposal is outside the town centre, but thought it might be useful too.

There is a current adopted joint Melksham Neighbourhood Plan 1, but the emerging Neighbourhood Plan 2 has significant weight already, with its Referendum scheduled for Thursday 31st July. You can read more about both plans here www.melkshamneighbourhoodplan.org

**Town and Country Planning (Tree Preservation) (England)
Regulations 2012**

Dead Dying or Dangerous Tree(s)

Application Reference Number: PL/2025/05629

Decision Date: 02/07/2025

Applicant:	
Particulars of Development:	Cherry tree - Fell.
At:	50 KING STREET, MELKSHAM, SN12 6HG

The Council confirms that the above Tree is classified as Dead and Dangerous (DD). The tree can be reduced under the Town and Country Planning (Tree Preservation) (England) Regulations 2012. This allows the removal of any protected tree, which is dead or imminently dangerous, without the need to make a formal Tree Work Application to the Council.



~ Corporate Director, Place

Notes

Section 213 of the Town and Country Planning Act places a duty on landowners to plant another tree of an appropriate size and species, in the same or nearby place.

The new tree/s should be planted within the first available planting season following the removal of the DD tree. The replacement trees should be a suitable species and of similar stature (at maturity).

The applicant should note that this notice does not affect any private property rights and therefore does not authorise the carrying out of any work on land, or entering land outside his/her control.

If such works are required, it will be necessary for the applicant to obtain the landowners consent before work starts.

If the property is sold, the requirement to plant replacement trees passes to successive owners of the land.