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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 A Westbrook (Chair)
Councillor T Watts (Vice-Chair)
Councillor S Brown
Councillor J Hubbard
Councillor K Iles
Councillor H Illman
Councillor G Mitcham
Councillor M Sankey
Councillor M Pain

28 April 2021

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 on **Tuesday 4th May 2021** commencing at **7.00 pm**.

Under new powers introduced in the Coronavirus 2020 Act (the Local Authorities Police and Crime Panels (Coronavirus) Flexibility of Local Authorities and Crime Panels Meetings (England and Wales) Regulations 2020 the meeting will be held virtually by Zoom.

A period of public participation will take place in accordance with Standing Order 3(F) prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting using the virtual meeting access instructions on the agenda.

Yours sincerely

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

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

**Tuesday 4 May 2021
At 7.00 pm via Zoom**

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.

AGENDA

Virtual Meeting Access

Please follow the joining instructions below for the virtual Zoom meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/83762220498?pwd=QXJZczhQWmFWbzRIL1owVER4c1FkUT09>

Meeting ID: 837 6222 0498

Passcode: 811814

1. Apologies

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

held on 27 April 2021.

4. Planning Applications

To comment on the following planning applications:

[PL/2021/03106](#)

17 The Close Melksham SN12 6AG

Proposed demolition of rear Conservatory and erection of a single storey rear extension.

Consultation deadline: 17 May 2021

[PL/2021/03892](#)

25 Coronation Road Melksham SN12 7PE

Proposed front porch

Consultation deadline: 25 May 2021

[PL/02100/LBC](#)

1 Halfway Farm Beanacre Road Melksham SN12 8BL

Replace existing crittal metal windows with slimline aluminium double glazed windows

Consultation deadline: 04 June 2021

[PL/2021/03007](#)

Melksham House 27 Market Place Melksham SN12 6ES

A twin lane non turf cricket practice area. A 27m x 9.32m secure fenced area, with double gates opening up with batting practice cricket nets within. Located on an open space within a cricket ground.

Consultation deadline: 26 May 2021

[PL/2021/03201](#)

River Mead Primary Lowbourne Melksham SN12 7ED

Renewal of planning permission to retain the single mobile building with toilets on site – used as a curriculum space for children in school.

Consultation deadline: 26 May 2021

[PL/2021/04092](#)

Land at Barnwell Road Melksham SN12 7DG

Erection of a 4 bed dwelling.

Consultation deadline: 3 June 2021

5. Planning Decisions

To note the following planning decisions:

21/00969/FUL

27 Hornbeam Crescent Melksham SN12 6JF

Demolition of lean-to porch. Erection of new garage.

Decision: Approve with Conditions

MTC Consultee Response: No Objection

6. CATG Issues (Pages 7 - 8)

To consider the Highways Improvement Notice for 34 Westbury View Melksham.

7. Melksham Flood Alleviation Scheme - Woodrow Road and Forest Road Closures (Pages 9 - 10)

To note Wessex Water's Melksham Flood Alleviation Scheme proposed road closures to facilitate new sewer construction and solution drawing showing the new sewer locations

It is proposed to close Woodrow Road from 31 May 2021 to 23 August 2021. On completion of work at Woodrow Road, construction will commence on Forest Road which will be closed from 23 August 2021 to 7 November 2021.

Melksham Town Council

Minutes of the Economic Development and Planning Committee meeting held on Tuesday 27th April 2021

PRESENT: Councillor A Westbrook (Chair)
Councillor T Watts (Vice-Chair)
Councillor G Mitcham
Councillor M Sankey

IN

ATTENDANCE: Councillor P Aves

OFFICERS: David McKnight Economic Development Manager
Christine Hunter Committee Clerk

PUBLIC PARTICIPATION: No members of the public but one member of the press was present.

47/21 Apologies

Apologies for absence were received from Councillor Illman.

48/21 Declarations of Interest

There were no declarations of interest.

49/21 Minutes

The minutes of 30 March 2021 having previously been circulated, were approved as a correct record. It was agreed that these would be signed at a later date by the Vice Chair Councillor Watts.

50/21 Planning Applications

The Council had **no objection** to the following planning applications:

[21/02411/FUL](#) 30 Southbrook Road Melksham SN12 8DT
Proposed single storey rear extension
Consultation deadline : 28/04/2021
Agreement: Unanimous

[21/02490/FUL](#) 37 Conway Crescent Melksham SN12 6BD
Proposed single storey rear extension

Consultation deadline : 04/05/2021

Agreement: Unanimous

[PL/2021/03028](#)

7 Craybourn Road Melksham SN12 7DH

Proposed single storey rear extension

Consultation deadline : 13/05/2021

Agreement: Unanimous

The following two planning applications were for information only and not open for consultee comments. Members requested the Economic Development Manager to:

- Contact the planning officer regarding the outstanding issues on this site, ask for an update and circulate response to Committee members.
- Obtain confirmation from the planning officer that the two non-material amendments are not altering the number of social housing units available on the site.

21/02192/FUL

Land East of Spa Road, Melksham

Consent for a Non-Material Amendment

Non-Material Amendment for 18/04644/REM to allow a change in house types from HL-2 to Archford house type on plots 270, 271, 293, 294, 304, 305, 318, 319, 432, 433, 437, 438

Consultation deadline: 05/05/21

21/02195/FUL

Land East of Spa Road, Melksham

Consent for a Non-Material Amendment

NMA for 18/04644/REM to allow for changes and amendments to house types on plots 73, 74, 98, 100, 173, 189, 190, 191, 192, 193, 212

Consultation deadline: 05/05/21

51/21 Planning Decisions

Members noted the following planning decisions:

21/01118/FUL

43 Littlejohn Avenue, Melksham, Wilts, SN12 7AW

Construction of new double garage with rear studio area.

Decision: Approve with Conditions

MTC Consultee Response: No Objection

21/01415/CLP

30 Rosemary Way, Melksham, SN12 7FS

Proposal: Proposed single storey rear extension

Decision: Approved

MTC Consultee Response: No Objection

21/01076/FUL	<p>18 Saxifrage Bank, Melksham, SN12 6FU Erection of a single-storey extension to replace existing conservatory & internal garage conversion to create home office.</p> <p>Decision: Approve with Conditions MTC Consultee Response: No Objection</p>
21/02042/FUL	<p>24 Sarum Avenue, Melksham, SN12 6BN Proposed single-storey extension.</p> <p>Decision: Approve with Conditions MTC Consultee Response: No Objection</p>
21/01713/FUL	<p>34 Sandridge Road, Melksham, SN12 6BN Proposed single-storey extension.</p> <p>Decision: Approve with Conditions MTC Consultee Response: No Objection</p>
21/01816/FUL	<p>15 Mallory Place Melksham, SN12 6YB An extension to the residential curtilage and the provision of a detached, single storey, garden studio with integral open sided covered patio area.</p> <p>Decision: Approve with Conditions MTC Consultee Response: No Objection</p>

52/21 Traffic Regulation Orders for Consultation

The Economic Development Manager confirmed the Traffic Regulation Orders required a response to Wiltshire Council by 3 May 2021.

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

UNANIMOUSLY RESOLVED to request the Economic Development Manager to respond Wiltshire Council by 3 May 2021 stating that Melksham Town Council supports the traffic regulation orders and welcomed improvement to the local infrastructure.

53/21 Speeding on Forest Road

The report from the Economic Development Manager in respect of speeding on Forest Road was received.

The Economic Development Manager confirmed Faresaver Buses had been helpful in providing telematics data, which currently shows no speeding by buses on Forest Road. Wiltshire Council had asked Mr Grant to keep a log recording times and dates of the buses causing issues, to tightly identify specific concerns, and allow further investigation.

It was

UNANIMOUSLY RESOLVED that the Economic Development Manager be requested to contact Mr Grant asking him to keep a log to provide more detailed information to forward to Faresaver Buses for further investigation.

54/21 CATG Issues

The report from the Economic Development Manager in respect of traffic management on Union Street, signage to the Littlebrook Centre and the status of the approach road to Melksham Railway Station was received.

Traffic Management in Union Street

The Economic Development Manager confirmed Mark Stansby had reviewed previous records regarding this issue. Wiltshire Council Highways team believe that enforcement of 'Access Only' restrictions will be a major difficulty and a clear and substantial majority of residents and business in the Union Street area would have to be willing to support this Access only request. A Metro Count had been requested but not carried out currently due to the backlog of requests.

It was proposed by Councillor Watts, seconded by Councillor Sankey and

UNANIMOUSLY RESOLVED that upon receipt of the Metro Count results the Economic Development Manager will contact Wiltshire Council Highways department to request an affordable, deliverable solution to the problem which Highways are happy to implement, and which can then be forwarded to residents and businesses to consult with them and seek their views on deployment.

Signage to the Littlebrook Centre

Following discussion Councillors agreed on-site signage was a self-help situation for the Littlebrook Centre businesses to resolve together, with input from the Economic Development Manager. This is because the Centre is on private land and not under Highways jurisdiction. Councillor Aves agreed to forward contact details of the landlord to the Economic Development Manager.

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

UNANIMOUSLY RESOLVED that the Economic Development Manager investigate the costs of providing a finger post signs on the highway, to the Littlebrook Centre, as proposed, from next year's CATG budget and use his mediation services to work with tenants of Littlebrook Centre regarding opportunities on the privately owned land of the centre itself.

The status of the approach road to Melksham Railway Station.

The Economic Development Manager confirmed his information that the station approach road is owned by Wiltshire Council but not an adopted public highway. The unregulated status of the road was causing parking issues and the requestor asked for the Council to support his request for Wiltshire Council to adopt the road as a public highway.

It was proposed by Councillor Sankey, seconded by Councillor Watts and

UNANIMOUSLY RESOLVED that the Economic Development Manager be requested to contact Wiltshire Council on behalf of the Committee, following the Elections on 6th May 2021, requesting that the station approach road be adopted as a public highway.

Meeting Closed at: 7.55 pm

Signed:

Dated:

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Agenda Item 6

Highways Improvement Request Form

Contact Details

Name:	Mark Nash	Date:	26/04/2021
Address:	34 Westbury view Melksham SN12 7JJ		
Telephone No:	07894546453		
Email Address:	marknash99@hotmail.co.uk		

Issue Details

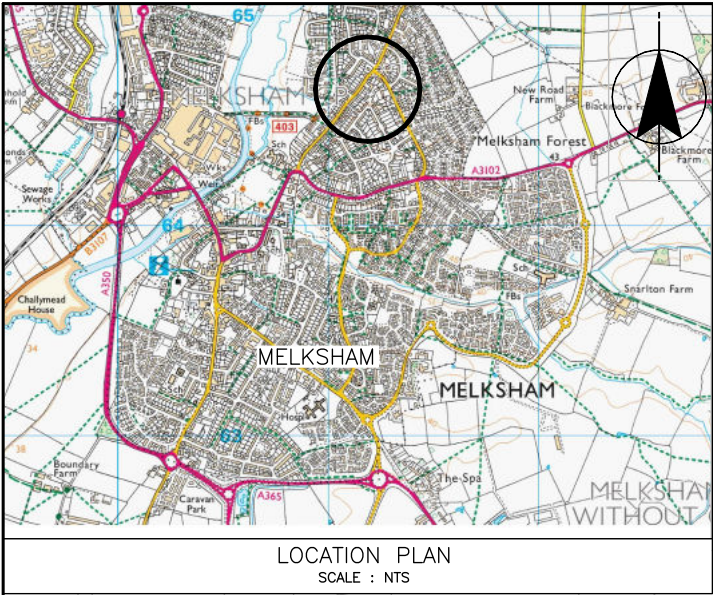
Location of Issue:			
Community Area:	Melksham		▼
Parish or Town Council:			
Nature of Issue: (Max 600 characters)			
<p>since having a dropped kerb installed at the property we have had issues with the neighbour parking over the dropped kerb/taper making it dangerous and awkward pulling out the drive and also when reversing back on to the drive.</p> <p>On several occasions we have asked for her pull forward and not park over the dropped kerb but despite this still continues to park over it.</p> <p>Many Thanks</p>			
How long has it been an issue?	2 months		
What would you like done to resolve this issue? (Max 600 characters)			
<p>would like a white H bar painted along the full length of the dropped kerb please</p> <p>Many Thanks</p>			
Have you been in touch with your local Wiltshire Councillor? (Yes/No)			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:***

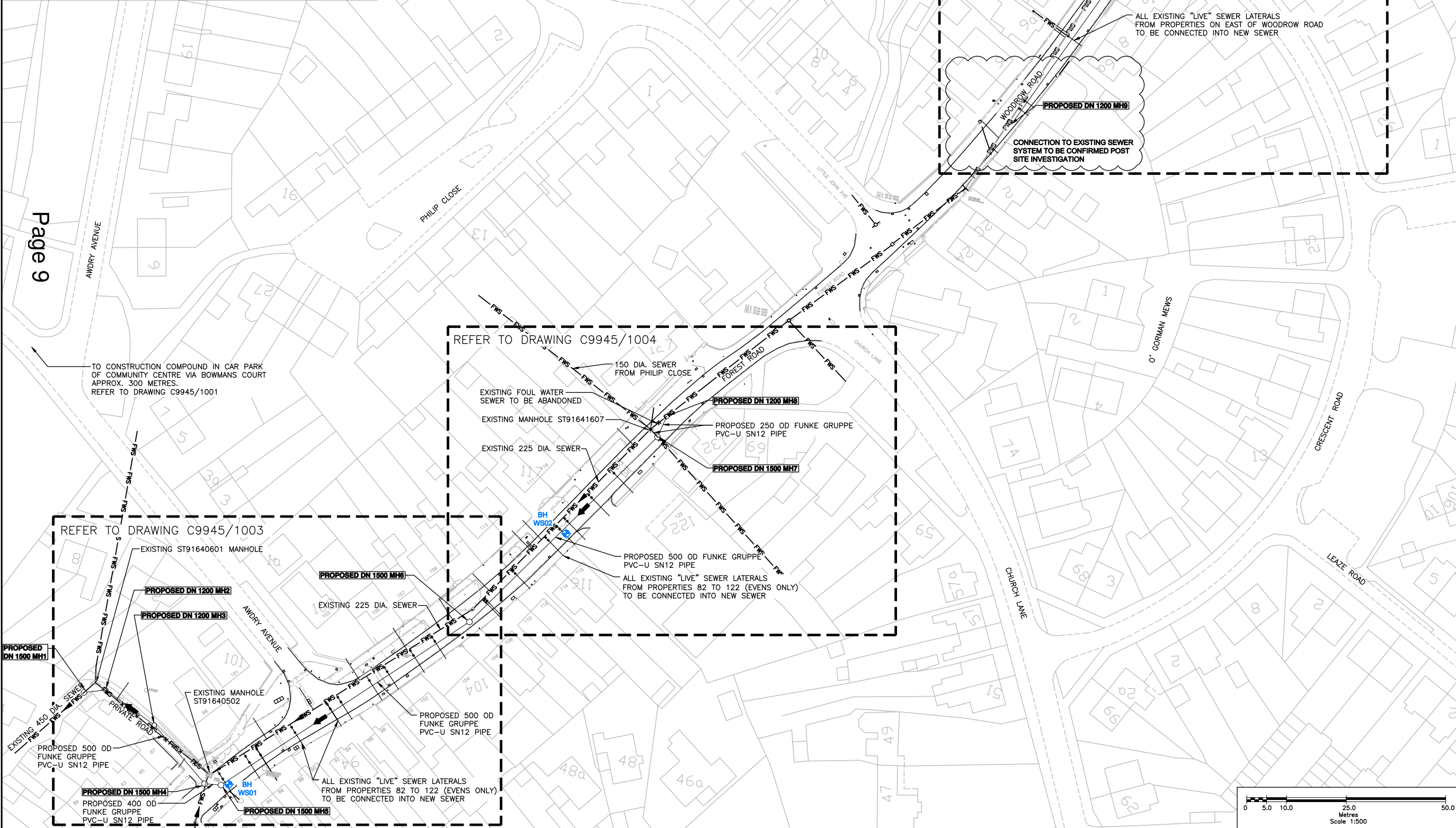
<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only - Max 600 characters)

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LOCATION PLAN
SCALE : NTS



Site ID
23204

NGR
391109 164746

NOTES

1. ANY MAPS SHOWN ON THIS DRAWING ARE REPRODUCED FROM THE ORDINANCE SURVEY MAP WITH THE PERMISSION OF HER MAJESTY'S STATIONERY OFFICE © CROWN COPYRIGHT RESERVED, LICENCE No 100019539

2. UNLESS NOTED OTHERWISE ALL DIMENSIONS ARE IN MILLIMETRES & ALL LEVELS ARE IN METRES AOD.

REFERENCES

C9945/1001

FOREST ROAD SIGNIFICANT HAZARD IDENTIFICATION PLAN

C9945/1002

WOODROW ROAD SIGNIFICANT HAZARD IDENTIFICATION PLAN

C9945/1003

PROPOSED PLAN AND LONGITUDINAL SECTION SHEET 1 OF 3

C9945/1004

PROPOSED PLAN AND LONGITUDINAL SECTION SHEET 2 OF 3

C9945/1005

PROPOSED PLAN AND LONGITUDINAL SECTION SHEET 3 OF 3

C9945/1006

CONNECTION DETAIL 1 – PLAN
PROPOSED MH4 AND EXISTING MH ST91640502

C9945/1007

CONNECTION DETAIL 1 – SECTION
PROPOSED MH4 AND EXISTING MH ST91640502

C9945/1008

CONNECTION DETAIL 2 – PLAN
PROPOSED MH7 AND MH8

C9945/1009

CONNECTION DETAIL 2 – SECTION
PROPOSED MH7 AND MH8

LEGEND

—○—

PROPOSED GRAVITY SEWER

—X—X—

SEWER TO BE ABANDONED

—X—X—

EXISTING LATERALS

—FWS—FWS—

FOUL WATER DRAINAGE

▲

FLOW DIRECTION—EXISTING

◀

FLOW DIRECTION—PROPOSED

BH

BOREHOLE

C	DRAWING UPDATED	CAM	CAM	CAM	26/04/2021
B	DRAWING UPDATED	CAM	CAM	CAM	08/02/2021
A	IMPORTED REVISION	ATH	ATH	ATH	31/10/2018
MK	REVISIONS	DRN	CHK	APP	DATE

Stantec

STANTEC

Vision Court,
Caxton Place,
Pentwyn,
Cardiff
CF23 8HA

C	FOR CONSTRUCTION	KVT	JT	AT	22.04.21
MK	CONSULTANT REVISIONS	DRN	CHK	APP	DATE

41525390/A1/C/1000

PHILIP CLOSE
MELKSHAM

FLOOD ALLEVIATION SCHEME

LOCATION, SITE AND KEY PLAN

FOR CONSTRUCTION

ORIGINAL DRAWING	SIZE A1	SCALE ASH	SCALE
DRAWING NUMBER C9945/1000			

Wessex Water

YTL GROUP

Agenda Item 7

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