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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 J Hubbard (Chair)
Councillor G Cooke (Vice-Chair)
Councillor P Aves
Councillor S Crundell
Councillor G Ellis
Councillor C Goodhind
Councillor S Mortimer
Councillor J Oatley
Councillor S Rabey

28 March 2022

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 and Planning Committee** meeting of Melksham Town Council. The meeting will be held at the Melksham Town Hall on **Monday 4th April 2022** 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

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/83132776861?pwd=L0lBS2FDS0tLVEdxQWpYRDZRVDltZz09>

Meeting ID: **831 3277 6861**

Passcode: **296998**

1. Apologies

To receive apologies for absence.

2. Electric Vehicle Charging

To receive a virtual presentation from Adrian Hampton Head of Operations, Wiltshire Council - Highways.

3. 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.

4. Minutes (Pages 1 - 8)

Email: towncouncil@melksham-tc.gov.uk Web: www.melksham-tc.gov.uk
Facebook: facebook.com/melksham.town

To approve the Minutes of the Economic Development and Planning Committee meeting held on 14 March 2022.

5. Planning Applications

To comment on the following planning applications:

- | | |
|--------------------------------------|---|
| <u>PL/2022/02117</u> | 54 SANDRIDGE ROAD, MELKSHAM SN12 7BP
Proposed Single Storey Extensions & Alterations
Consultation deadline: 14/04/2022 |
| <u>PL/2022/01227</u> | MELKSHAM HUB, STATION APPROACH, MELKSHAM SN12 8BN
Proposed Single Storey Extensions & Alterations
Consultation deadline: 14/04/2022 |
| <u>PL/2022/01197</u> | 3 LOWBOURNE, MELKSHAM SN12 7DZ
Removal/variation of conditions
Variation of condition 19 of <u>13/07076/FUL</u> (Demolition of existing building and erection of 17 flats and associated works) to allow for an amended building footprint.
Consultation deadline: 15/04/2022 |
| <u>PL/2022/01483</u> | Land at 14 SHERWOOD AVENUE, MELKSHAM SN12 7HU
Proposed Single Storey 2 Bedroom Bungalow
Consultation deadline: 20/04/2022 |

6. Planning Decisions

To note the following planning decisions:

- | | |
|---------------|---|
| PL/2022/00453 | 8 KENILWORTH GARDENS, MELKSHAM, SN12 6AE
Single storey rear extension to enlarge the kitchen.
Decision: Approve with Conditions.
MTC Response: No Objection. |
|---------------|---|

7. Community Area Transport Group (CATG) Issues

Members will need to decide whether to support the requests and recommend to the Community Area Transport Group (CATG).

- | | |
|-----|---|
| 7.1 | Highways Improvement Form Chestnut Mews, Melksham (Pages 9 - 10)
To consider the attached request submitted for the installation of a 'No Public Right of Way' signpost in Chestnut Mews, Melksham. |
| 7.2 | Highways Improvement Form Chapel Close, Church Lane, Melksham (Pages 11 - 12) |

To consider the attached request submitted for the installation of double line markings on both sides of Church Lane, Melksham.

Melksham Town Council

Minutes of the Economic Development and Planning Committee meeting held on Monday 14th March 2022

PRESENT:

Councillor P Aves
Councillor S Crundell
Councillor G Ellis
Councillor C Houghton
Councillor C Goodhind
Councillor S Mortimer
Councillor S Rabey

IN

Councillor J Crundell

ATTENDANCE:

Councillor C Forgacs arrived at 7.35 pm

OFFICERS:

Linda Roberts

Town Clerk

Christine Hunter

Committee Clerk

In the absence of the Chair and Vice Chair

It was proposed by Councillor Mortimer, seconded by Councillor S. Crundell and

UNANIMOUSLY RESOLVED that the Deputy Town Mayor, Councillor Goodhind, would Chair the meeting.

PUBLIC PARTICIPATION: Two member of the public were present and one member of the press was present virtually.

Amy Hallett spoke to Agenda Item 7.1 explaining that she was a representing the applicant from 2 Queensway, Melksham who wished to purchase an electric vehicle. Planning permission had been granted for the creation of a driveway which required a painted 'H bar' to ensure the driveway would not be blocked by parked cars and would allow for off street parking and car charging facilities. Amy confirmed that the landowner had agreed to sell the land to the applicant to accommodate the parking.

38/22 Apologies

Apologies were received from the Town Mayor, Councillor Hubbard, Councillor Cooke and Councillor Oatley who was substituted by Councillor Houghton.

39/22 Community Area Transport Group (CATG) - Issues

39/22.1 Highways Improvement form - 2 Queensway, Melksham

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Mortimer and

UNANIMOUSLY RESOLVED to take agenda item 7.1 after apologies for the benefit of the representative present.

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

UNANIMOUSLY RESOLVED to recommend to the Community Area Transport Group (CATG), the installation of a painted 'H Bar' outside the driveway of 2 Queensway, Melksham.

40/22 Declarations of Interest

There were no declarations of interest.

41/22 Minutes

It was proposed by Councillor Rabey, seconded by Councillor S Crundell and

UNANIMOUSLY RESOLVED that the minutes of 21 February 2022, having previously been circulated, were approved as a correct record and signed by the Chair, the Deputy Town Mayor, Councillor Goodhind.

42/22 Neighbourhood Plan

The Town Clerk explained why an immediate review of made the Joint Melksham Neighbourhood Plan was necessary referring to the protection afforded with a five year housing land supply. Legislation had changed meaning this protection only lasts two years from the date a Neighbourhood Plan is made. She reported that:

- at a recent Neighbourhood Plan workshop the attendees were tasked with identifying which green spaces required preserving.
- there is an new website of the Joint Melksham Neighbourhood Plan.
- an edition of the Melksham Independent News would have a large article on the Joint Melksham Neighbourhood Plan.

43/22 Planning Applications

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

[PL/2022/01113](#)

99 PRIMROSE DRIVE, MELKSHAM, SN12 6GD
Second storey extension to provide an extra bedroom
Consultation deadline: 17/03/2022

It was proposed by Councillor S Crundell, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to support the planning application.

[PL/2022/01218](#)

3 TAMAR ROAD, MELKSHAM, SN12 8AZ

Annexe and Garage extension

Consultation deadline: 18/03/2022

It was proposed by Councillor Houghton, seconded by Councillor S Crundell and

UNANIMOUSLY RESOLVED to support the planning application.

[PL/2022/01219](#)

53 FOREST ROAD, MELKSHAM, SN12 7AB

Proposed Single Storey Rear Extension and Landscaping.

Consultation deadline: 18/03/2022

It was proposed by the Deputy Town Mayor, Councillor Goodhind, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED to support the planning application.

[PL/2022/01259](#)

35 AWDRY AVENUE, MELKSHAM, SN12 7AG

Conversion of existing two storey extension into a three-bedroom house with front & rear gardens and parking area. Minor alterations internally including changing an existing window into a front door and introducing a staircase. With access to the rear gardens using a pathway shared by both properties.

Consultation deadline: 22/03/2022

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

UNANIMOUSLY RESOLVED to support the planning application.

[PL/2022/01280](#)

5 ST ANDREWS ROAD, MELKSHAM, SN12 7DB

Single storey front porch extension to provide a down stairs bathroom.

Consultation deadline: 23/03/2022

It was proposed by Councillor S Crundell, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to support the planning application.

[PL/2022/00945](#)

39 CHURCHILL AVENUE, MELKSHAM, SN12 7JN

Removal of existing conservatory and erection of side two storey extension and rear single storey extension.

Consultation deadline: 28/03/2022

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

UNANIMOUSLY RESOLVED to support the planning application with the proviso that approval is sought from Wiltshire Council Highways department.

[PL/2022/01505](#)

11 PRIMROSE DRIVE, MELKSHAM, WILTS, SN12 6GD
Two storey side extension, over and in front of the existing garage.

Consultation deadline: 30/03/2022

It was proposed by Councillor Houghton, seconded by Councillor S Crundell and

UNANIMOUSLY RESOLVED to support the planning application.

[PL/2022/01874](#)

19 WOODSTOCK GARDENS, MELKSHAM, SN12 6AN
Proposed Single Storey Extension.

Consultation deadline: 02/04/2022

It was proposed by Councillor S Crundell, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED to support the planning application.

[PL/2022/01600](#)

82 DUNCH LANE, MELKSHAM, SN12 8DX
Proposed alterations to Rear Single Storey Extension.

Consultation deadline: 04/04/2022

It was proposed by Councillor S Crundell, seconded by Councillor Rabey and

UNANIMOUSLY RESOLVED to support the planning application.

44/22 Planning Decisions

Members noted the following planning decisions:

[PL/2021/09503](#)

29 METHUEN AVENUE, MELKSHAM, SN12 7AJ
Rear enclosure to cover hot tub (retrospective).

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/09598](#)

13 AVONSIDE ENTERPRISE PARK, MELKSHAM, SN12 8BT

Proposal: Brand logo 'The Good Loaf Cafe' painted directly onto brick on East elevation in white and onto South elevation in black on light grey.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/10087](#)

MELKSHAM HOUSE, 27 MARKET PLACE, MELKSHAM, SN12 6ES

Proposal: Variation of conditions 6 (surface water), 7m (landscape mound), 10 (hard & soft landscaping), 12 (hard landscape materials), 13 (external lighting), 14 (cycle parking) & 26 (approved plans) on 20/09353/VAR to allow for design change.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/09549](#)

83 SANDRIDGE ROAD, MELKSHAM, SN12 7BL

Demolition of existing side extension and relocation of access to highway.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/09685](#)

39 DAISY CLOSE, MELKSHAM, SN12 6FZ

Single storey side extension to provide disabled facilities.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/10607](#)

28 CHURCH WALK, MELKSHAM, SN12 6LY

Single storey rear utility extension.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/10759](#)

28 CHURCH WALK, MELKSHAM, SN12 6LY

Listed Building Consent

Single storey rear utility extension.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/11637](#)

MCDONALDS, BEANACRE ROAD, MELKSHAM, SN12 8RP

Proposed installation of one rapid electric vehicle charging station. One existing parking spaces will become an EV charging bay, along with associated equipment.

Decision: Approve with Conditions

MTC comment: No objection. The Council suggested two parking spaces should be earmarked for the charging of electric vehicles rather than one space.

[PL/2021/11811](#)

5 SKYLARK ROAD, MELKSHAM, SN12 7

Single storey side extension and associated alterations.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/10953](#)

KING GEORGE V PLAYING FIELD, BATH ROAD, MELKSHAM, SN12 7ED

Demolition of existing derelict maintenance building and the formation of a new maintenance building on the same site.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/11811](#)

5 SKYLARK ROAD, MELKSHAM, SN12 7FP

Single storey side extension and associated alterations.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/11100](#)

45 CHURCHILL AVENUE, MELKSHAM, SN12 7JN

Erection of first floor extension over the existing ground floor extension.

Decision: Approve with Conditions

MTC comment: No objection

[PL/2021/10677](#)

48 ADDISON ROAD, MELKSHAM, SN12 8DR

Proposed erection of a two storey side extension.

Decision: Approve with Conditions

MTC comment: No objection

45/22 Repeated Traffic Survey - Forest Road Melksham

The results of the repeated traffic survey on Forest Road, Melksham were noted.

46/22 Community Area Transport Group (CATG) - Updates

46/22.1 Union Street, Melksham

The Town Clerk confirmed that CATG had considered the request to make Union Street, Melksham a 20mph zone. The Town Clerk advised that as Union Street was such a small stretch another section or road could be considered. Members suggested either Hazelwood Road, Skylark Road or Lowbourne.

46/22.2 Sandridge Road - Maple Close, Melksham

The Town Clerk confirmed that:

- she had spoken to the owner who had agreed to transfer ownership of the land.
- Wiltshire Council Highways team had agreed to draw up the

plans and legal documents.

- Melksham Town Council would pay for the owner's replacement wall and split the legal costs with Wiltshire Council
- Wiltshire Council would be liable for the cost of the pavement.

Councillor Aves thanked the Town Clerk for all her work to make the path safer for pedestrians.

46/22.3 Hazelwood Road - St Michaels Road, Melksham

The Town Clerk confirmed that CATG had approved the installation of a lighting column.

47/22 Sparkle Team and Parish Steward

Members asked for the following jobs to be undertaken by the Sparkle Team/Parish Steward:

- Ruskin Avenue – leaves on the road to be cleared near the Manor School.
- Lowbourne and Union Street Car Parks – hedges to be trimmed back where they impinge on car parking spaces.

Meeting Closed at: 8.07 pm

Signed:

Dated:

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Agenda Item 7.1

Highways Improvement Request Form

Contact Details

Name:	Mr and Mrs Allcorn	Date:	22/03/2022
Address:	10 Chestnut Mews, Melksham SN12 6UE		
Telephone No:	01225 938156		
Email Address:	davidallcorn1948@aol.com		

Issue Details

Location of Issue:	Chestnut Mews, Melksham
Community Area:	Melksham
Parish or Town Council:	Melksham Town Council
Nature of Issue:	
<p>Trespassing on private land.</p> <p>Members of the public - walkers, cyclists, dogwalkers - using private car park to access Council owned woodland behind Chestnut Mews.</p> <p>Council vehicles use Larch Close, the next cul-de-sac, to access this public land. (See attached photos)</p>	
How long has it been an issue?	Particularly noticeable in recent years
What would you like done to resolve this issue?	
<p>A new sign: "No Public Right of Way" to be erected in Chestnut Mews to discourage trespassing on private land.</p>	
Have you been in touch with your local Wiltshire Councillor? (Yes/No)	No

***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)



Contact Details

Name:	Rachel ALING	Date:	13/03/2022
Address:	1 The Maltings, Melksham, Wiltshire, SN12 7ES		
Telephone No:	07874 045518		
Email Address:	Rachel.aling@btinternet.com		

Issue Details

Location of Issue:	Chapel Close, Church Lane
Community Area:	Melksham
Parish or Town Council:	Melksham
Nature of Issue:	
<p>The Maltings is a development of four townhouses with one communal shared access on to Church Lane. Directly opposite is a single parking space, set back from the road and this section of the road/property development is called Chapel Close (SN12 7ER). Due to the increase in vehicles parking on this section of Church Lane over the last 12/24 months, vehicles are now double-parking on either side of that space, effectively blocking in any vehicle which may be parked in the single parking space. This also means that they are causing an obstruction to vehicles that are exiting the Maltings to go on to Church Lane. It is not possible to have a clear turn on to Church Lane, the only way to avoid colliding with these parked vehicles is by clipping the wheels of our vehicles on the pavement. There should be a clear exit/access on to Church Lane. We have witnessed HGVs including buses struggling to negotiate this section of the road due to the parked vehicles. I attach a couple of photos to illustrate how regularly congested this part of the road is when exiting the Maltings.</p>	
How long has it been an issue?	12/24 months
What would you like done to resolve this issue?	
<p>Prohibitive double-line markings, whichever are the most effective, to be laid on both sides of Church Lane in line with other road markings already on other sections of Church Lane. This would enable vehicles from the Maltings to have a clear exit.</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:

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Town or Parish Council Comments: (To be completed by Town or Parish Council only)

