



# Public Document Pack

## Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES

Tel: (01225) 704187

Town Clerk and RFO Linda Roberts BA(Hons) PGCAP, FHEA, FLSCC

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

24 February 2023

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Economic Development and Planning Committee** meeting of Melksham Town Council. The meeting will be held at the Town Hall on **Monday 6th March 2023** 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**  
**Monday 6 March 2023**  
**At 7.00 pm at the Town Hall**

**Public Participation** – To receive questions from members of the public.

*In the exercise of Council functions. Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivery services under the public sector Equality Duty and Equality 2010.*

**Virtual Meeting Access:**

Please follow the joining instructions below for the virtual Zoom meeting

<https://us02web.zoom.us/j/89189907348?pwd=TDVldlllYOHVoY1B5Vm5EVk1CcTVZdz09>

**Join Zoom Meeting**

**Meeting ID:** 891 8990 7348      **Passcode:** 327191

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

**AGENDA**

**1. Apologies**

To receive apologies for absence.

**2. Declarations of Interest**

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

*Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.*

**3. Minutes (Pages 1 - 6)**

To approve the Minutes of the Economic Development and Planning Committee meeting held on 13 February 2023.

**4. Planning Considerations**

Members to note that when responding to planning applications consideration should be given to the Melksham Joint Neighbourhood Plan, the Wiltshire Core Strategy and the National Planning Policy Framework (NPPF).

**5. Planning Applications**

To comment on the following planning applications:

[PL/2023/00919](#)

19 UNION STREET, MELKSHAM, SN12 7PR

Proposed demolition of partial rear single storey extension and erecting new single storey rear extension, along with new rear dormer.

**Consultation deadline:** 7 March 2023

[PL/2023/00478](#)

LAND OFF ANGELICA AVENUE, MELKSHAM, SN12 6QJ

Outline application for up to 11 units with associated access road (All Matters Reserved).

**Consultation deadline:** 17 March 2023

**6. Planning Decisions**

To note the following planning decisions:

[PL/2022/09803](#)

EBENEZER CHAPEL, UNION STREET, MELKSHAM, SN12 7PR

Removal of internal timber lobby and installation of new glazed timber double doors.

**Decision:** Approve with conditions

**MTC decision:** Support

[PL/2022/09797](#)

21 ADDISON ROAD, MELKSHAM, SN12 8DP

2 storey side extension following demolition of existing outbuilding with cosmetic alterations to existing conservatory.

**Decision:** Approve with conditions

**MTC decision:** Support

[PL/2021/11498](#)

FORMER COUNTRYWIDE STORE SITE, BRADFORD ROAD, MELKSHAM, SN12 8LQ

Erection of 1 No. commercial building (Builder's Merchant) and associated access, landscaping and drainage works

**Decision:** Approve with conditions

**MTC decision:** Approve with conditions

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

### **7.1 Woodrow Road** (Pages 7 - 8)

To consider the Highways Request Form submitted by Councillor Alford and decide on a recommendation to the LHFIG.

### **7.2 Parking Reviews**

At the last LHFIG meeting all Parishes were asked to formulate a list of areas for Parking Reviews on an annual basis, as follows:

*'Responsibility for on-street parking reviews (changes to double yellow lines, time limited parking etc) has transferred from the Network Management Team to the Traffic Engineering Team, with new requests now being filtered through LHFIGs. This is to include any previous requests submitted to Network Management which have yet to be assessed.*

*The process of undertaking a Parking Review is lengthy, and of course involves advertising Traffic Regulation Orders. It therefore makes both practicable and economic sense to undertake these (as required) on an annual basis only, with the exception of enforced changes to accommodate other Highway Infrastructure.*

*Moving forward, it is proposed that requests are collated by Town and Parish Councils and submitted to the LHFIG for consideration for the first meeting of each new financial year, in this instance on May 9. Lists will need to be submitted using a Highway Improvement Request Form'.*

To consider any areas within Melksham to be put forward for parking review.

## **8. Neighbourhood Plan**

To receive a verbal update from the Town Clerk and representatives on the Steering Group.

## Melksham Town Council

### Minutes of the Economic Development and Planning Committee meeting held on Monday 13th February 2023

**PRESENT:** Councillor G Ellis (Chair)  
Councillor G Cooke (Vice-Chair)  
Councillor P Aves  
Councillor J Oatley  
Councillor S Rabey  
Councillor S Mortimer

**IN ATTENDANCE:** Councillor M Sankey – Wiltshire Council

<b>OFFICERS:</b>	Patsy Clover	Deputy Town Clerk
	Hugh Davies	Head of Operations
	Ethan Watkins	Work Experience

**PUBLIC PARTICIPATION:** One member of the public was present virtually.

#### **346/22 Apologies**

An apology for absence was received from Councillor Goodhind who was substituted by Councillor Mortimer.

#### **347/22 Declarations of Interest**

There were no declarations of interest.

#### **348/22 Minutes**

The minutes of 9 January, having previously been circulated, were approved as a correct record and signed by Councillor Ellis.

#### **349/22 Planning Considerations**

#### **350/22 Planning Applications**

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

[PL/2022/09803](#)

EBENEZER CHAPEL, UNION STREET, MELKSHAM, SN12 7PR  
Removal of internal timber lobby and installation of new glazed timber double doors.

**Consultation Deadline:** 2 February 2023 – extension requested

[PL/2023/00065](#)

ANGELICA AVENUE, MELKSHAM, SN12 6QJ

New access road

**Consultation Deadline:** 3 February 2023 – extension requested

[PL/2022/09851](#)

PADDOCK VIEW, 6 FARMHOUSE COURT, MELKSHAM, SN12 6FG

Retrospective permission sought for external works to form tiled terrace with associated steps, water feature, external fireplace with chimney, kitchen area, additional planting to hedge.

Erection of outbuilding for ancillary use as gym with associated hot tub with pergola

**Consultation Deadline:** 3 February 2023 – extension requested

[PL/2021/11498](#)

FORMER COUNTRYWIDE STORE SITE, BRADFORD ROAD, MELKSHAM, SN12 8LQ

Erection of 1 No. commercial building (Builder's Merchant) and associated access, landscaping and drainage works

**Consultation Deadline:** 14 February 2023

At their meeting on 10 January 2022, the Economic Development and Planning Committee supported the application making the following comments:

- *the Town Council recognised this as a brownfield site development, noting the 25% increase in peak flow through the river Avon projected by Defra.*
- *the Town Council sought confirmation that flood alleviation and drainage mitigation would be put into place.*
- *the development should be subject to a suitable landscaping plan and*
- *the developer should be encouraged to increase the number of electric car charging points, as per the Neighbourhood Planning Policy 4.*

Members requested that the comments made by the Town Council at their meeting on 10 January 2022 be made again when responding to this planning application.

[PL/2023/00559](#)

64 LOWBOURNE, MELKSHAM, SN12 7ED

Proposed detached garage & ancillary accommodation outbuilding.

**Consultation Deadline:** 22 February 2023

[PL/2023/00599](#)

57 KING STREET, MELKSHAM, SN12 6HE

Proposed two semi-detached dwellings

**Consultation Deadline:** 24 February 2023

The application was approved with reservations.

[PL/2023/00691](#) LAND REAR OF 39 WOODROW ROAD, MELKSHAM, SN12 7AY  
Erection of new dwelling  
**Consultation Deadline:** 28 February 2023

[PL/2023/00456](#) 100 DUNCH LANE, MELKSHAM, SN12 8DX  
Single storey rear extension  
**Consultation Deadline:** 27 February 2023

## 351/22 Planning Decisions

Members noted the following planning decisions:

[PL/2022/08636](#) 12 WOODSTOCK GARDENS, MELKSHAM, SN12 6AN  
Two storey side and rear extension, front porch extension and loft conversion.  
**Decision:** Approve with conditions  
**MTC decision:** Support

[PL/2022/09518](#) THE GRAPES INN, BANK STREET, MELKSHAM, SN12 6LE  
T1 – Section fell conifer tree to as close to ground level as possible. T2 – Section fell elder tree to as close to ground level as possible.  
**Decision:** No objection  
**MTC decision:** No objection

[PL/2022/08914](#) 1 BURNT COTTAGES, BEANACRE ROAD, MELKSHAM, SN12 7PT  
Access and parking area to frontage.  
**To Note:** *whilst part of the application site is within the Town boundary, the majority of the application site is in Melksham Without. Melksham Without Parish Council will be considering the application at their Planning meeting on 19 December 2022.*  
**Decision:** Approve with conditions  
**MTC decision:** No objection

[PL/2022/09017](#) 46 FOREST ROAD, MELKSHAM, SN12 7AB  
Amendment to approved planning PL/2022/03626 to include an additional bedroom and en-suite to loft.  
**Decision:** Approve with conditions  
**MTC decision:** No objection

[PL/2022/08197](#) 8 ROWAN COURT, MELKSHAM, SN12 6HS  
Proposed replacement of concrete profile roof tiles with grey/anthracite concrete slay effect tile.  
**Decision:** Approve with conditions

**MTC decision:** No objection

[PL/2022/08706](#)

5A and B HIGH STREET, MELKSHAM, SN12 6JR

Internal alterations to form two additional residential units

**Decision:** Withdrawn by applicant

**MTC decision:** No objection

[PL/2022/07738](#)

16 BREAM CLOSE, MELKSHAM, SN12 7JX

Conservatory to side of property with a grey polycarbonate roof.

**Decision:** Approve with conditions

**MTC decision:** No objection

[PL/2022/09007](#)

2 ROPE WALK, MELKSHAM, SN12 7PW

Install black log burner flue to front elevation.

**Decision:** Approve with conditions

**MTC decision:** No objection

[PL/2023/00038](#)

MELKSHAM HUB, STATION APPROACH, MELKSHAM, SN12 8BN

Install pre-fabricated cabin to provide additional internal café space for Melksham Hub Café, and associated site alterations.

**Decision:** Approve with conditions

**MTC decision:** The consultation deadline was 2 February 2023.

An extension was requested from Wiltshire Council but not actioned and a decision has been made by Wiltshire Council.

## **352/22 Local Highways and Footpath Improvement Group (LHFIG) Issues**

The likelihood of whether double yellow lines would solve the problem or move it to another location was discussed.

Councillor Aves explained that whilst double yellow lines are relatively inexpensive to paint, the legal fees involved will be expensive. It was agreed to include this application on the annual list for Traffic Regulation Orders for Wiltshire Council in due course.

Councillor Ellis, as the ward councillor, agreed to speak to the resident who had made the request.

## **353/22 Local Highways and Footpaths Improvement Group (LHFIG) Proposed footpath to rear of Melksham Oak School**

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

**UNANIMOUSLY RESOLVED** to reiterate the Town Council's support for the project to Wiltshire Council.



**354/22     Neighbourhood Plan**

The Committee received an update from Councillor Ellis in relation to the Neighbourhood Plan consultations on the Town Centre Masterplan which had taken place last week. The consultations had been very successful and generated multiple responses which now needed to be followed up. Thanks were extended to the Town Clerk, Melksham Without Parish Clerk and councillors from both parishes who had facilitated the events.

**355/22     Proposed revisions to the National Planning Policy Framework (NPPF)**

The Wiltshire Council embargo on onshore wind development was discussed. The Work Experience Officer mentioned the importance of addressing renewable energy in Melksham.

The importance of revisiting older Wiltshire Council policies which may no longer be relevant was discussed in view of the Council's concerns over changes needed from an ecological point of view.

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

**UNANIMOUSLY RESOLVED** to ask Councillor Aves to respond to the consultation on the proposed revisions to the NPPF.

**356/22     Wiltshire Council Briefing Note re use of Council owned land for environmental mitigation**

It was agreed that the Environment and Climate Working Group would discuss the Briefing Note at their meeting on 15 February.

**357/22     Sparkle Team and Parish Steward**

It was noted that the Sparkle Team had been disbanded and replaced by the MyWilts reporting system and that the Parish Steward would be engaged on pot hole repairs until 31 March.

Meeting Closed at: 7.58 pm

**Signed:** .....

**Dated:**

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## **Highways Improvement Request Form**

### **Contact details**

Name: Phil Alford

Address:

Date: 19/02/2023

Telephone No.:

Email address: phil.alford@melksham-tc.gov.uk

### **Issue Details**

Location of Issue: Woodrow Road between Littlejohn Avenue and Woodcombe

Community Area: North Ward

Parish or Town Council: Melksham Town Council

Nature of Issue: On-road parking means that there is nowhere to pull in to avoid oncoming, often speeding, traffic, creating a bottleneck.

How long has it been an issue? Several months

What would you like done to resolve this issue? Consider ways to reduce on-road parking – double yellow line?

Have you been in touch with your local Councillor? Yes/No - Yes

***This form needs to be completed and e-mailed or sent to your local town or parish council (link provided below)***

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

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