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

2 May 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 **Tuesday 9th May 2023** on the rising of the Finance, Administration and Performance Committee.

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
Tuesday 9 May 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/83669876198?pwd=WlAvY1ZsYVNyUIM3VktgajFzOHhtdz09>

Join Zoom Meeting

Meeting ID: 836 6987 6198 **Passcode:** 481965

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

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

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

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

3. Minutes (Pages 1 - 10)

To approve the minutes of the Economic Development and Planning Committee 17 April 2023 and 24 April 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:

5.1 PL/2023/02986

[PL/2023/02986](#) - Works to a Listed Building

Address: 17 CHURCH WALK, MELKSHAM, SN12 6LY

Proposal: New glazed canopy over rear door. . Changing one ground floor window to pair of double doors.. Replacing garden shed with garden room / home office.

Respond By 12-05-2023

5.2 PL/2023/02647

[PL/2023/02647](#) - Householder Application

Address: 17 CHURCH WALK, MELKSHAM, SN12 6LY

Proposal: New glazed canopy over rear door. . Changing one ground floor window to pair of double doors. Replacing garden shed with garden room / home office.

Respond By 12-05-2023

5.3 PL/2023/02074

[PL/2023/02074](#) -Householder planning permission

Single storey annexe to the rear of the house.

16 St Margarets Gardens, MELKSHAM, SN12 7BT

Respond by 09-05-2023

6. Planning Decisions

To note the following planning decisions:

6.1 PL/2023/02507

[PL/2023/02507](#) - Lawful Development Certificate for an Proposed Use

Address: 82 WEAVERS CROFTS, MELKSHAM, SN12 8BP

Proposal: Proposed single storey rear extension

Decision: Refuse

MTC Decision: No comment made

6.2 PL/2023/02499

[PL/2023/02499](#) - Lawful Development Certificate for an Proposed Use Address: 10 QUANTOCK CLOSE, MELKSHAM, SN12 7RY Proposal: Proposed annex building
Decision: Refuse
MTC Decision: no comments found

6.3 PL/2023/00919

[PL/2023/00919](#) - Householder Application Address: 19 UNION STREET, MELKSHAM, SN12 7PR Proposal: Proposed demolition of partial rear single storey extension and erecting new single and two storey rear extension, along with new rear dormer.
Decision: Approve with Conditions
MTC Decision: No objection

6.4 PL/2023/02021

[PL/2023/02021](#) - Proposed Works to Trees in a Conservation Area
Address: 32 CHURCH WALK, MELKSHAM, SN12 6LY
Proposal: Robina tree - fell
Decision: No Objection

6.5 PL/2023/01624

[PL/2023/01624](#) - Householder Application
Address: 28 SOUTHBROOK ROAD, MELKSHAM, SN12 8DT
Proposal: First floor extension over existing single storey rear kitchen diner to create new master bedroom with ensuite. Minor amendments to existing house.
Decision: Approve with Conditions
MTC Decision: No Objection

6.6 PL/2022/08504

[PL/2022/08504](#) - Outline Planning Permission
Address: Land South of Western Way, Melksham, Wilts
Proposal: Outline application (with all matters reserved except for access) for the erection of up to 210 residential dwellings (Class C3) and a 70 bed care home (Class C2) with associated access, landscaping and open space (Resubmission of 20/08400/OUT)
Decision: Refuse
MTC Decision: No comments found

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

None.

8. Neighbourhood Plan

Verbal report from the Town Clerk.

9. Market Towns Initiative

Members to note that the Town Clerk has been successful obtaining £20,000 from the Market Town's initiative for the items detailed in the table below. Funds to be set aside in Ear Marked Reserves.

Deliverables/Interventions	Cost (£s)
Lamp column flags/bunting to include the cost of installation	6500.00
Preparation of an Events Strategy, to explore additional events using several locations in town such as the Campus, Assembly Hall, High Street and King George V Playing Field. Included in the strategy the creation of town trails, such as art, history, nature walks. Funding towards a new event for Melksham	5000.00
Gateway signage – establish Melksham's identity	5000.00
Audit and refresh finger posts to direct people to new facilities	1500.00
A review and refresh of the Wayfinding Strategy	2000.00
TOTAL	20000.00

10. Temporary Road Closure Notifications

None.

11. Sparkle Team and Parish Steward

To consider jobs to be undertaken by the Sparkle Team and Parish Steward.

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Melksham Town Council

Minutes of the Economic Development and Planning Committee meeting held on Monday 17th April 2023

PRESENT: Councillor G Ellis (Chair)

Councillor P Aves
Councillor S Crundell
Councillor J Oatley
Councillor S Rabey
Councillor J Crundell
Councillor S Mortimer

IN ATTENDANCE:

OFFICERS: Linda Roberts Town Clerk

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

377/22 Apologies

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

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

378/22 Public Participation

Unitary Councillor Mike Sankey was present to listen to the application regarding the building of 650 homes at Blackmore Farm. He advised that his fellow Wiltshire Councillor, Nick Holder had called in the application to the Western Area Planning Committee. He expressed his disappointment that the planning meetings of both Melksham Town Council and Melksham Without Parish Council were being held at the same time on the same evening as he would like to have heard both councils deliberations. Councillor Ellis commented that he was not aware of the clash until it was too late to move the meeting.

379/22 Declarations of Interest

There were no declarations of interest.

380/22 Minutes

The minutes of 27th March 2023, having previously been circulated, had two minor amendments:

1. The Chair for the meeting was councillor Rabey,
2. It was the notes of the Neighbourhood Plan Steering Group meeting held on 22nd February that were received.

With the above amendments the minutes were **approved** as a correct record and signed by the Chair, Councillor Ellis.

The Chair, Councillor Ellis, moved that agenda item 7, LHFIG referral to investigate railings on the High Pavement be taken next to allow Councillor Price who was in attendance to speak to the item..

381/22 Local Highways and Footpath Improvement Group (LHFIG) Issues

381/22.1 High Pavement

Councillor Price has been contacted by a befriender of a constituent who is partially sighted. He read a letter from the befriender stating that the constituent had been a Melksham residents since 1965. The Highways Improvement Request Form had previously been circulated, along with a Special Inspection report from 2004. Tactile paving was not suitable due to this being generally known as dipped curb for crossing. In 2004, there was an approximate cost of £44,000 for a wall to be built. This will now be in the region of £100,000 to £150,000. It is believed there may be utilities at the edge of the road, which would also have an impact and cost implications.

Councillors Oatley, J Crundell, S Crundell, Aves and Mortimer have all been contacted by residents over the past few years all with the same concerns.

Councillor Ellis has looked at the history, one person has fallen off 50 years ago.

Councillor S Crundell commented that with increase in the number of mobility scooters in recent years, it is becoming more of a danger as you move to the side to avoid the scooters.

Councillor Ellis asked the Town Clerk to proceed with the LHFIG and ask Councillor Mike Sankey to review and look at any new technologies that might be available as a solution. The Town Council will then be able to look at the feasibility and costs of the new options available.

Proposed Councillor S Crundell
Seconded Councillor Oatley

7.30pm Councillor T Price left the meeting.

382/22 Planning Considerations

Members had due regard to the Melksham Joint Neighbourhood Plan, the Wiltshire Core Strategy and the National Planning Policy Framework (NPPF) when considering the following planning applications.

383/22 Planning Applications

Members made the following comments on the planning applications listed below:

383/22.1 PL/2023/01949

PL/2023/01949 – Land at Blackmore Farm, Sandridge Common, Melksham, SN12 7QS

This is a large application with outline planning permission being sought for 650 new homes.

Councillor S Crundell commented that this is in the Bowerhill division of the Town.

- Two points of access to Sandridge, outside Bowerhill/Sandridge
- It is outside of the sites identified in the Joint Neighbourhood Plan
- Great lengths and 7 years to write the Plan that the community wanted
- It completely ignores the guidelines and the Plan
- It is felt that it is trying to be slipped in before the new housing and levelling up agenda comes into play
- There is no due regard to the historic architecture of the town
- It is claimed it would enhance Clackers Brook, which crosses the road, and there are no details on the culverts and how the flood water would be managed
- There is no bus transit
- It is felt that the developer is taking advantage of the current climate in the housing sector

The Town Clerk advised that this area had previously been excluded at Stage 1, as it was not a suitable site, the developers are hovering. It was noted that Melksham Without Parish area adjacent to this site is being looked at for 300 additional homes.

Councillor Ellis noted that this would be an isolated estate, with lack of connectivity on a strip of land with highway safety concerns.

Councillor J Crundell commented that there has been no thought given to the other amenities that would be required, primary school, dentist, doctors, hospital, and no infrastructure to support.

Councillor S Crundell commented that Melksham had already exceed the necessary housing allocation. An additional primary school would currently have a detrimental impact as they are funded by spaces.

Councillor Aves asked the Town Clerk to remind the meeting of the number of houses required in Melksham.

The Town Clerk advised that 10% of the 2,500 remain which need to be built by 2036 and suitable sites are already allocated.

Councillor S Crundell advised that Baroness Scott is stewarding the Local Plan through the House of Lords. He also commented that we need to stop irresponsible development. The Local Plan will be published and there is no logical argument in the current planning period.

It was agreed that the application be deferred until 6pm on Monday 24th April so that the comments from the meeting held at Melksham Without Parish Council this evening could be reviewed.

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

UNANIMOUSLY RESOLVED to defer the Town Council's response until an Extraordinary meeting of the Committee to be held on Monday 24th April 2023 at 6.00pm so that the comments of Melksham Without Parish Council could be considered together with the Town Council's response.

383/22.2

PL/2023/01940

Proposed alterations to form 2 further Flats (1 bedroom 1 person units)

Councillor Ellis commented that this had come before the Town Council previously.

Approved	Proposed Councillor Ellis
	Seconded Councillor Mortimer
	Unanimous approval

383/22.3 PL/2023/02537

Proposed Works to Trees in a Conservation Area Giffords
Lowbourne, Melksham, SN12 7DY

T2 Cherry reduce the 2 long lateral branches over the lawn with
wound at base by up to 2 metres. T6 Cherry Reduce the long lateral
branch over the wall by up to 2 metres. T7 Cherry Reduce approx. 6
upper branches by up to 1 metre to contain the shape.

Approved subject to the approval by the Tree Warden.

Proposed Councillor S Crundell
Seconded Councillor Aves

Unanimously agreed

383/22.4 PL/2023/02536

Works to a Protected Tree
Giffords Court Lowbourne, Melksham, SN12 7DY
T1 Horse Chestnut (TPO) Reduction of branch towards the corner of
the
building by up to 2 metres. Reduction of branch over lawn on the
roadside by up to 2 metres. The work is to address long lateral
branches with possible weak attachment.

Approved subject to the approval by the Tree Warden.

Proposed Councillor Rabey
Seconded Councillor Mortimer
Unanimously approved

383/22.5 PL/2023/02519

Householder Application
5 SANDRIDGE ROAD, MELKSHAM, SN12 7BE
Two storey & single storey rear extension.
Councillor Ellis advised he knows the site; it is a large plot and is not
overlooked.
Approved.

Proposed Councillor Rabey
Seconded Councillor S Crundell
Unanimously approved

384/22 Planning Decisions

Members noted the following planning decisions:

384/22.1 PL/2023/00691

Noted

384/22.2 PL/2023/00599

Noted

384/22.3 PL/2022/06470

It was noted that the Town Council conditions were taken into account and formed part of the approval.

384/22.4 PL/2023/00559

The planning decisions were noted.

384/22.5 PL/2022/09851

Noted

384/22.6 Planning Appeal: PL/2022/06749

The Town Clerk advised that this is for information only, deliberations are still taking place.

Councillor Oatley commented that he is involved with this application and the deliberations. He will feedback all the concerns. Councillor Mortimer asked if the ownership of the driveway had been notified to the Planning Officer, Councillor Oatley advised it had.

Press officer arrived.

385/22 Neighbourhood Plan

The Town Clerk advised that more work is being carried out and further reports will be made following the Steering Group Meeting scheduled for 3rd May 2023. Councillor Ellis advised there is a Housing Task Group meeting later this week.

The Town Clerk stated that analysis of the feedback from the recent public engagement exercise is to be completed and will be reported to the Neighbourhood Plan Steering Group and then this Committee.

386/22 Sparkle Team and Parish Steward

Councillor Oatley asked if the new pavement in the town could be cleaned, along with other pavement areas that are looking grubby.

Councillor Mortimer asked if the Bath Road play area could be cleared of leaves and the lining from the car park removed. The incorrectly painted parking bays had been brought to Wiltshire Council's attention and a request to remove them. It was reported that it was not a priority.

Councillor Oatley advised that he is the Wiltshire Councillor for that area and will see if he can get anything done.

Meeting Closed at: 8.00 pm

Signed:

Dated:

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Melksham Town Council

Minutes of the Economic Development and Planning Committee meeting held on Monday 24th April 2023

PRESENT: Councillor G Ellis (Chair)

Councillor P Aves
Councillor S Crundell
Councillor C Goodhind
Councillor J Oatley
Councillor S Rabey
Councillor S Mortimer

Unitary Councillors Nick Holder & Mike Sankey – Wiltshire Council

IN ATTENDANCE:

OFFICERS: Linda Roberts Town Clerk

PUBLIC PARTICIPATION: One member of the public was present in the Town Hall and one via Zoom.

387/22 Apologies

Apologies were received from Councillor Gary Cooke who was substituted by the Deputy Town Mayor Councillor Mortimer.

388/22 Declarations of Interest

There were no declarations of interest.

389/22 Land at Blackmore Farm, Sandridge Common, Melksham, SN12 7QS

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

UNANIMOUSLY RESOLVED to suspend Standing Orders to allow Unitary Councillor Nick Holder the Wiltshire Councillor for the Bowerhill Division of Wiltshire Council, to address the Committee

Councillor Holder advised the committee that over 100 comments had been received on Wiltshire Council's planning portal in relation to the application with the majority being against the proposal. Adding that the proposed development sites outside of the designated development area and therefore does not conform with Wiltshire Councils Planning Policy. It is flawed in its detail and has made incorrect assumptions regarding the provision of a primary school.

Standing Orders were reinstated.

Members debated at length the application and **RESOLVED** to strongly object to the application, echoing and endorsing the comments submitted by Melksham Without Parish Council. Melksham Town Council also object as the proposal sits outside of the designated development area and does not conform to Wiltshire Council's planning policies; is premature to the emerging Neighbourhood Plan and Wiltshire Council's emerging Local Plan and therefore speculative development. The application is flawed in its detail and its assumption to build a one form entry primary school in an urban setting is against Wiltshire Council's Education Strategy.

If this application is taken forward Melksham Town Council would like to see space for a convenience store, funding towards the East of Melksham Community Hall, a free to use cash machine, a post office counter as part of the convenience store and improved access to public transport links. This development would leave its community isolated and residents would have to cross a busy A road to access facilities.

390/22 Confidential Session

391/22 Housing Site Allocations

It was **RESOLVED** that in view of the sensitive nature of the business to be transacted the press and public were instructed to withdraw.

The work that the Neighbourhood Plan Housing Task Group had completed following the housing site allocation exercise was noted and the proposed way forward agreed. There is still a lot of work to do to ensure the correct sites are allocated within the Neighbourhood Plan and that further public consultation would take place soon.

Meeting Closed at: 7.30 pm

Signed:

Dated: