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

25 July 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 1st August 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
Tuesday 1 August 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=WlAvY1ZsYVNyUIM3VktgajFxOHhtdz09>

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. Apologises

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 - 4)

To approve the Minutes of the Economic Development and Planning Committee meeting held on 11 July 2022.

4. Gillings Planning - Presentation on proposals for Care home on land at Verbena Court

Presentaionb from Laura Grimason of Gillings Planning, Will Rees of Frontier Estates & Ben Garlick of Harris Irwin Associates.

5. 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).

6. Planning Applications

To comment on the following planning applications

6.1 PL/2023/05417

[PL/2023/05417](#) – Householder Application

Address: 32 CHURCH WALK, MELKSHAM, SN12 6LY

Proposal: A second storey bedroom extension above an existing dining room, a timber framed conservatory to the rear elevation and a detached timber framed garage.

Respond By: 03/08/2023

6.2 PL/2023/05351

[PL/2023/05351](#) - Full planning permission

Address: 1 HIGH STREET, MELKSHAM, SN12 6JS

Proposal: CHANGE OF USE AND CONVERSION OF FORMER BANK TO PROVIDE 7 FLATS

Respond by: 11-08-2023

6.3 PL/2023/05617

[PL/2023/05617](#) - Full Planning Permission

Address: 3 Lowbourne, Melksham, SN12 7DZ

Proposal: Proposed erection of 9No. dwellings at the former site of the Labour Club, Melksham and associated works.

Respond By 11-08-2023

6.4 PL/2023/05557

[PL/2023/05557](#) - Full Planning Permission

Address: 21A Union Street, Melksham, SN12 7PR

Proposal: Conversion of two apartments into a single dwelling house along with rear extension (single and double storey)

Respond By 10-08-2023

6.5 PL/2023/05351

[PL/2023/05351](#) - Full Planning Permission

Address: 1 High Street, Melksham, SN12 6JS

Proposal: Change of use and conversion of former bank to provide 7 flats.

Respond By 11-08-2023

7. Planning Decisions

To note the following planning decisions

7.1 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.

Decision Date: 03-07-2023 Decision: Approve with Conditions

MTC Decision: Approved, subject to the concern regarding canopy.

7.2 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.

Decision Date: 03-07-2023 Decision: Approve with Conditions

MTC Decision: Approved, subject to the concern regarding canopy

7.3 PL/2023/03807

[PL/2023/03807](#) - Householder Application

Address: 2 Martigny Road, Melksham, SN12 7PG

Proposal: 2 storey side extension.

Decision Date: 06-07-2023 Decision: Approve with Conditions

MTC Decision: Approved, and the committee noted and agreed with the Highway Department's comments.

7.4 PL/2023/03875

[PL/2023/03875](#) - Householder Application

Address: 110 FOREST ROAD, MELKSHAM, SN12 7AE

Proposal: Rear Extension

Decision Date: 10-07-2023 Decision: Approve with Conditions

MTC Decision: No objection.

7.5 PL/2022/08340

[PL/2022/08340](#) - Full Planning Permission

Address: 7 LOWBOURNE, MELKSHAM, SN12 7DZ

Proposal: Demolition of existing restaurant and erection of nine flats

Decision Date: 14-07-2023 Decision: Approve with Conditions

MTC Decision: Object.

8. Sparkle Team and Parish Steward

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

9. Neighbourhood Plan

9.1 Confidential Session

Members are requested to discuss the following items in Confidential session pursuant to Section 1 (2) of the Public Bodies Admission to Meetings) Act 1960; the Council, by resolution, may exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings. In view of the sensitive nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw.

9.2 Allocations by the Steering Group for approval (Pages 5 - 18)

To9 consider and approve allocations made by the Steering Group.

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Melksham Town Council

Minutes of the Economic Development and Planning Committee meeting held on Tuesday 11th July 2023

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

IN ATTENDANCE:

OFFICERS: Linda Roberts Town Clerk
Andrew Meacham Committee Clerk

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

449/23 Apologies

There were no apologies

450/23 Declarations of Interest

There were no declarations of interest.

451/23 Minutes

The minutes of the meeting on 20 June 2023, having previously been circulated, were approved as a correct record and signed by Councillor Rabey.

452/23 Presentation from Ryan Nicholls of Aspire LPP and Andy Shepley of David Jarvis Associates.

The Town Clerk introduced Councillor Harris and Councillor Pafford of Melksham Without Parish Council.

Andy Shepley gave a presentation. The main points were:

- Introducing Aspire
- A detailed needs assessment shows a need for approximately 100 elderly care bed spaces in Melksham.
- The site is a sustainable location within walking distance of local amenities.
- A description of the proposed building, landscaping and access.
- Expected staffing levels.

- The anticipated benefits of the development
- Application to be submitted later this month. If approved, building to commence mid 2024 to be complete end 2025.

Councillors asked questions as follows:

Q: How would home deal with different types of care required.

A: The home would be configured to allow division by section or floor to facilitate different nursing needs.

Q: People would prefer care in the home rather than in a Care Home.

A: There comes a point when home care is no longer feasible. The detailed assessment takes into account home care.

Q: If residents are highly dependent the proximity of local services is not likely to be of interest.

A: Good transport and shop facilities should reduce staff dependency on cars.

Q: Are they confident of being able to recruit sufficient staff.

A: Local population sufficient to be confident.

Q: There are 27 parking spaces and 20 staff on shift. What about visitors and the knock on effect on neighbouring residential roads if there is insufficient parking.

A: Modelling shows that total number of visitors is not high. Application will include a full transport statement.

Q: Wiltshire Primary Care Trust usually object to such applications as it puts extra pressure on local health services.

A: The Care Home would cater for an existing local need not an influx from outside the area. Providing care in the Care Home would reduce pressure on local health services.

Q: Homes vacated likely to be bungalows taken over by other elderly people coming into the area.

A: Such houses are often under-occupied family homes so any influx likely to be families who are less likely to use the health services. Councillor Mortimer also noted that she is aware of a local need for bungalows.

Q: Have the providers considered providing mini-bus transport for staff.

A: This is something that can be considered along with other incentives to use public transport rather than cars.

453/23 Planning Considerations

454/23 Planning Applications

455/23 PL/2023/04473

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

UNANIMOUSLY RESOLVED to approve the application.

456/23 PL/2023/04564

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

UNANIMOUSLY RESOLVED to approve the application.

457/23 PL/2023/05047

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

UNANIMOUSLY RESOLVED to approve the application.

458/23 Planning Decisions

Members noted the following planning decision^s:

Insert link: Insert Title

459/23 PL/2023/01940

The decision was noted.

460/23 Local Plan

The Local Plan for Melksham was noted. The Town Clerk advised that the Plan had gone to Cabinet that day but there was no update as yet.

461/23 Wiltshire Design Guide

The update in Briefing Note no. 23-19 was noted.

462/23 Neighbourhood Plan

463/23 Fee Estimate

Councillor Rabey asked that it be recorded in the minutes that the agenda states this item is to note only. The Town Clerk confirmed that the committee is asked to approve the payment. The Town Clerk advised the increase was due to The Local Plan Review and NPPF Consultation. Technical support Grants may not be available and this resolution is requested to cover worst case scenario.

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

UNANIMOUSLY RESOLVED to approve payment.

464/23 Sparkle Team and Parish Steward

465/23 Report From Committee Clerk

The report of the committee clerk was received. There was discussion on the amount of litter in the Town Centre, especially after the weekend and weeds and general maintenance of green areas. The Town Clerk advised that litter clearing is a discretionary service for Wiltshire Council. The following solutions were discussed.

- Speaking to local businesses asking if they would take responsibility for the immediate area around the shop.
- Talking to Terri Welch to see if the regular litter picking sessions could be increased.
- Asking local residents to take responsibility for their immediate area.
- Provision of more bins and more regular emptying of bins.
- Encourage people to bin rubbish rather than drop it
- Obtaining sponsorship from local businesses. It was noted by Councillor Mortimer that the Co-Op allow their staff time to do voluntary service.
- Involve local schools
- Encourage use of MyWilts to report problems
- Encourage local groups to litter pick and the council will provide equipment and dispose of the litter.

It was agreed that Councillor Rabey and the Town Clerk would arrange for an item in Melksham Independent News to encourage public involvement.

Meeting Closed at: 7.55 pm

Signed:

Dated:

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