



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

5 September 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 12th September 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 12 September 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=WlAvY1ZsYVNyUIM3VktgajFvOHhtdz09>

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. 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.

2. Apologies

To receive apologies for absence.

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 - 6)

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

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:

Insert link: Insert Title

6.1 PL/2023/06725

[PL/2023/06725](#) – Full planning permission

Address: Land at Longleaze Lane, Melksham, Wilts, SN12 6QJ

Proposal: Construction of elderly care home (Use Class C2) with associated access works, landscaping and drainage. Improvements to site access and Longleaze Lane/Snowberry Lane junction.

Respond by: 29-09-2023.

6.2 PL/2023/07184

[PL/2023/07184](#) - Full Planning Permission

Address: Units 3 and 4, Challemead Business Park, Bradford Road, Melksham, SN12 8BU

Proposal: Application to regularise the use of Units 3 and 4 as Class E.

Respond By 22-09-2023

7. PL/2023/06725

[PL/2023/06725](#) - Full Planning Permission

Address: Land at Longleaze Lane, Melksham, Wilts, SN12 6QJ

Proposal: Construction of elderly care home (Use Class C2) with associated access works, landscaping and drainage. Improvements to site access and Longleaze

Lane/Snowberry Lane junction.

Respond By 29-09-2023

8. PL/2023/07337

[PL/2023/07337](#) Notification of proposed works to trees in a conservation area

Address: OAK HOUSE, 4 OAKWOOD DRIVE, MELKSHAM, SN12 7NN

Proposal: 3 x Purple Prunus trees - crown reduction and crown thin Fagus sylvatica
Dawyck Purple tree - prune and shape

9. Planning Decisions

To note the following planning decisions:

Insert link: Insert Title

9.1 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.

Decision Date: 18-08-2023 Decision: Approve with Conditions

MTC Decision: Support

10. Proposed Traffic Regulation Order for Consultation (Pages 7 - 14)

For discussion.

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

12. Neighbourhood Plan

Update from Town Council representatives.

13. Temporary Road Closure Notifications

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13.1 THE COUNTY OF WILTSHIRE (VARIOUS ROADS) (TEMPORARY PROHIBITION OF TRAFFIC) ORDER (No.30) 2023 (Ref TTRO 9005)

WILTSHIRE COUNCIL

SECTION 14(1) OF THE ROAD TRAFFIC REGULATION ACT 1984

THE COUNTY OF WILTSHIRE (VARIOUS ROADS) (TEMPORARY PROHIBITION OF TRAFFIC) ORDER (No.30) 2023 (Ref TTRO 9005)

Notice is hereby given that Wiltshire Council has made an Order to close temporarily, to

all vehicles, the lengths of road specified in the Schedule to this notice.

The order is required to enable carriageway patching, surface dressing and associated maintenance works and will be operative from the 23 October 2023 for a maximum period of 18 months. The closures are anticipated to be for up to 5 days but only when traffic signs are in position and only for so long as is necessitated by the works.

It is anticipated that advance signs will be deployed 2 weeks prior to the closure dates.

Access will be maintained where possible although delays are likely due to the nature of the

works.

The closures are anticipated to take place between 23 October 2023 and 01 December 2023.

Schedule (Melksham roads only)

3. Snarlton Lane, Melksham; from its junction with A3102 for its entire length.

5. Eden Grove, Melksham; from its junction with Top Lane for its entire length.

Alternative routes (vice versa)

3. No alternative route is available.

5. No alternative route is available.

14. 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 Tuesday 22nd August 2023

PRESENT: Councillor S Rabey (Chair)

Councillor P Aves
Councillor G Ellis
Councillor S Mortimer

IN ATTENDANCE: Councillor Goodhind
Councillor Westbrook
Councillor Sankey (Wiltshire Councillor for Melksham East)

OFFICERS: Linda Roberts Town Clerk
Andrew Meacham Committee Clerk

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

A presentation was given by Callum Warren and Cecelia Hughes on planning applications for land off Angelica Avenue and the existing section 106 agreement. The land includes a section that would be transferred to Melksham Town Council. Questions were asked and there was a discussion on whether or not the transferred land would be suitable for a Community Hall. Callum commented that the use of the transferred land would be the council's decision but their development of 11 units would provide access to the plot.

487/23 Apologises

Apologises were received from Councillor Oatley and Councillor Cooke.

488/23 Declarations of Interest

There were no declarations of interest.

489/23 Minutes

The minutes of 1 August 2023, having previously been circulated, were approved as a correct record and signed by the Chair, Councillor Rabey.

490/23 Highways Improvement Request

This item was advanced up the agenda to allow Councillor Westbrook and Wiltshire Councillor Mike Sankey to address the committee.

Councillor Sankey advised that the motion was prompted by contacts from local residents. An LHFIG request had previously been submitted. The response was that the application would be more appropriate when the new road was open and because Wiltshire Council did not have a Freight Management Policy in place, therefore no new weight limits could be considered. It had subsequently been confirmed the lack of a policy does not prevent weight limits being considered. Councillor Sankey asked for the committees support in putting this matter before LHFIG.

Councillor Westbrook concurred with Councillor Sankey's comment.

The committee was supportive of the request. Councillor Ellis commented when previously considered the committee felt the limit weight limit should apply to freight to allow access for removal vans, buses etc.

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

UNANIMOUSLY RESOLVED to support the request.

491/23 Planning Considerations

492/23 Planning Applications

493/23 PL/2023/05595

Various concerns were expressed, including lack of garden/green space for water run off etc.

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

UNANIMOUSLY RESOLVED to object to the application, with regard to the Emerging Local Plan, Current Core Strategy, NPPF, impact on residents of Devonshire Place and the loss of green space.

494/23 PL/2023/06483

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

UNANIMOUSLY RESOLVED to support the application.

495/23 Planning Decisions

Members noted the following planning decisions

496/23 PL/2023/02074

The withdrawal of the application was noted.

497/23 PL/2023/04473

The decision was noted.

498/23 PL/2022/02499

The decision was noted.

499/23 PL/2023/05180

It was noted that this item is a planning application and should have been a sub-item of item 5 on the agenda.

The committee noted and agreed with the objection made by Fiona Webb, Senior Conservation Officer

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

UNANIMOUSLY RESOLVED to object to the application for the reasons mentioned in the objection of the Senior Conservation Officer - Planning (Listed Building and Conservation Areas) Act 1990, Section 16 of the NPPF 'Conserving and enhancing the historic environment', Wiltshire Council's Core Strategy CP 57 & Wiltshire Council's Core Strategy 'Core Policy 58. (See her full report for details)

500/23 PL/2023/00478

It was noted that this item is a planning application and should have been a sub-item of item 5 on the agenda.

It was noted that the presentation under public participation related to this application.

There was discussion on the proposal and use of the land to be transferred to the council. It was agreed that the site was too small for a meaningful community hall due to location and size but may be suitable for allotments.

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

UNANIMOUSLY RESOLVED to support the application.

501/23 Public Spaces Protection Order for Avon Place Precinct

The proposal was discussed. Councillor Ellis asked if the other businesses affected had been spoken to. The Town Clerk explained that the process is in the hands of Wiltshire

Council and would include a stakeholders consultation. It was agreed that the town council could supply comments and evidence.

Councillor Mortimer expressed concern about the problems moving to another site such as Prince of Wales Gardens and asked if this could be included in the order. It was agreed that the request should be taken forward as it stands with a view to looking at additional sites in the future.

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

UNANIMOUSLY RESOLVED to support the introduction of a Public Spaces Protection Order in Avon Place.

502/23 Planning Appeal

The appeal was noted and the committee's response was the same as to the original application.

503/23 Wiltshire & Swindon Tree Warden Scheme

The Briefing Note was received and noted.

504/23 Air Quality Action Plan and Air Quality Supplementary Planning

The document was received and noted.

505/23 EV Charging

The Town Clerk gave an update and the Chair, Councillor Rabey explained the different types of EV Chargers. The committee was advised that there will be a meeting on 5 September 2023 to discuss the Feasibility Study.

506/23 Local Highways and Footpath Improvement Group (LHFIG) Issues

507/23 Town Council Representative on LHFIG

It was agreed that Councillor Aves would be a representative and there would be one other appointed after the holiday season when all members were present. Councillor Sankey, as Chair of LHFIG said that he would canvassing opinion on whether future meetings should be online or in person.

508/23 Parking Review

City/Alms Houses – Councillor Aves advised there is a meeting in two weeks time and would report back to the committee with outcome. Will be checking with Avon Tyres to see if residents could use their car-park.

Cranesbill Road – Councillor Westbrook and Councillor Sankey advised that parking is chaotic, especially at the junction entering Verbena Court where there are no restrictions. Additionally, existing restrictions are often ignored. A review is needed to identify what measures are required. Councillor Westbrook suggested that it might be useful to take some photos. Joe McCann of Melksham Independent News advised that he could supply photos.

Skylark Road – Councillor Westbrook advised the problem was the Eastern Way entrance at the corner. No traffic restrictions so cars parked all the way along. Would suggest double-yellow lines.

Union Street – There was discussion of the issue of parking and speeding, the problems with installing chicanes and the effect on businesses in the road. The possibility of making it an access only road and the use of technology was discussed. It was agreed that the Town Clerk would liaise with Councillor Oatley to discuss taking the issue to Wiltshire Council.

Councillor Ellis asked for an update on double-yellow lines on Waverly Gardens and Woodstock Gardens. The Town Clerk believed they had been considered but the Committee Clerk would investigate.

509/23 A365 Shaw Bath Road footway improvements

There was a discussion on why Melksham Town Council was being asked to make this contribution. The reason was that the improvement benefits Town residents living in George Ward getting to and from Shaw school.

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

UNANIMOUSLY RESOLVED to pay the sum of £1500 from the LHFIG budget.

510/23 Temporary Road Closure Notifications

The Temporary Road Closure Notification was noted.

511/23 Sparkle Team and Parish Steward

Councillor Aves - Weeds in the gap between the pavement and the road around the town. The Town Clerk advised the Head of Operations and the Amenities Team were dealing with this.

Councillor Rabey – Pathway from Hazlewood Road overgrown

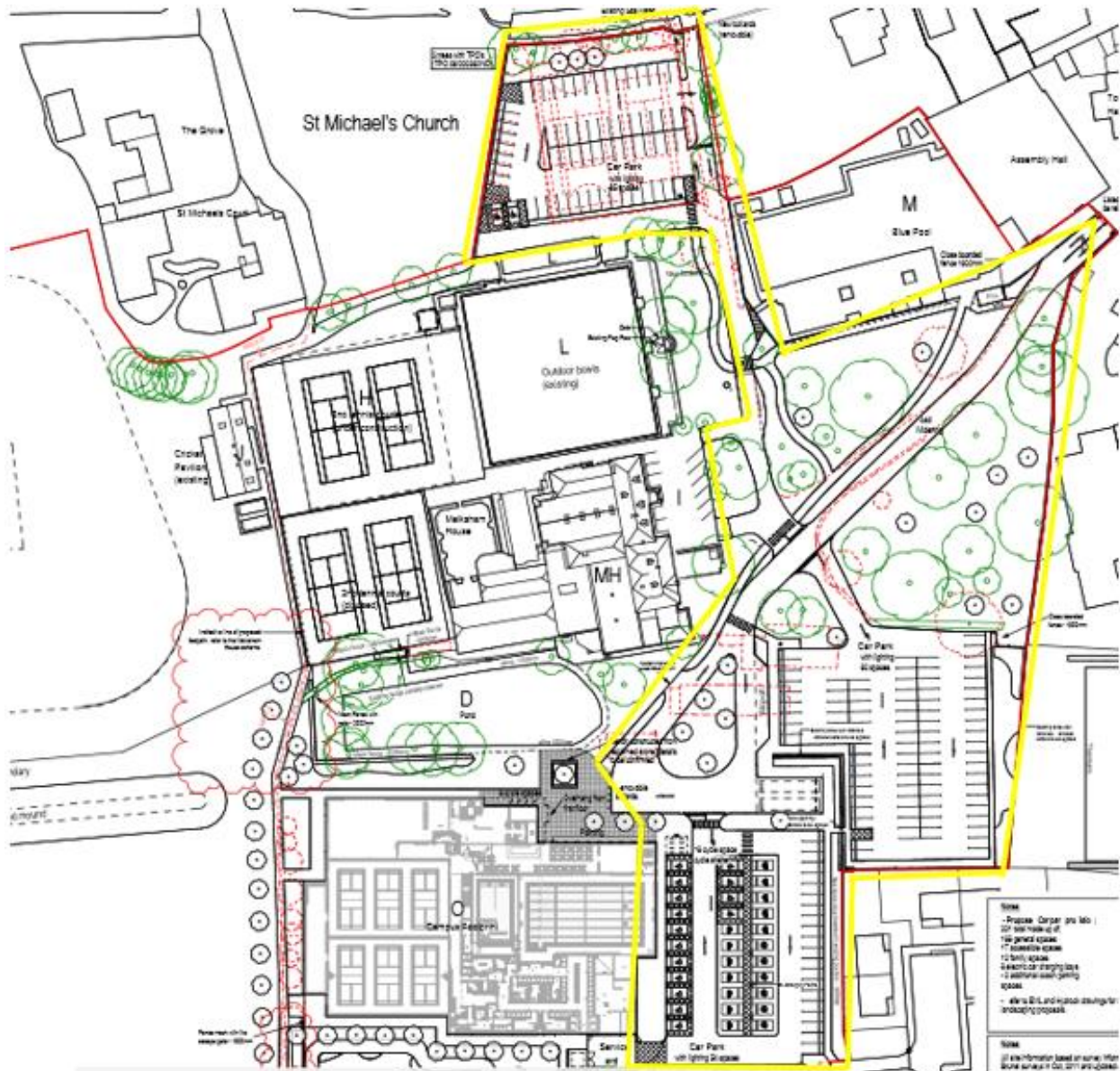
Skylark Road Estate – weeding generally but particularly on the road.

Meeting Closed at: 8.40 pm

Signed:

Dated: 12 September 2023

Parking Order - Site Plan



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WILTSHIRE COUNCIL

ROAD TRAFFIC REGULATION ACT 1984
TRAFFIC MANAGEMENT ACT 2004

THE COUNTY OF WILTSHIRE (WESTERN WILTSHIRE)
(OFF STREET PARKING PLACES) ORDER 2022
(AMENDMENT NO.1) ORDER 2023

The Council of the County of Wiltshire in exercise of its powers under Sections 32, 35 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984, as amended ("the 1984 Act") and the Traffic Management Act 2004, as amended ("the 2004 Act") and of all other enabling powers and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act hereby make the following Order.

1. The County of Wiltshire (Western Wiltshire) (Off Street Parking Places) Order 2022, (hereinafter referred to as "the Order of 2022") shall be amended by:
 - a) the revocation to Schedule 1 of the Order of 2022 of the off street parking places specified in Schedule 1 to this Order;
 - b) the addition to Schedule 1 of the Order of 2022 of the off street parking places specified in Schedule 2 to this Order.
2. This Order shall come into operation on xxxxxxxxxx 2023 and may be cited as The County of Wiltshire (Western Wiltshire) (Off Street Parking Places) Order 2022 (Amendment No.1) Order 2023.

SCHEDULE 1

Revocation to Schedule 1 of the Order of 2022

SCHEDULE 1

Parking Place	Position in Which vehicle may wait	Classes of Vehicles	Charging Days	Charging Hours	Charges
Melksham Community Campus Car Park, Melksham	Wholly within a Parking Bay marked out by lines	Passenger Vehicles, Motor Cycles and Light goods vehicles	Mon – Sat (Including Public Holidays)	08.00 – 18.00 10.00 – 16.00	Up to 1 hour: £0.40 Up to 2 hours: £1.30 Up to 3 hours: £2.30 Up to 4 hours: £3.10 Up to 5 hours: £4.10 £0.80 per visit

SCHEDULE 2

Addition to Schedule 1 of the Order of 2022

SCHEDULE 1

Parking Place	Position in Which vehicle may wait	Classes of Vehicles	Charging Days	Charging Hours	Charges
Melksham Community Campus Car Park, Melksham	Wholly within a Parking Bay marked out by lines	Passenger Vehicles, Motor Cycles and Light good vehicles	Mon – Sun (Including Public Holidays)	All Hours	Free (maximum stay 3 hours)

THE COMMON SEAL of
WILTSHIRE COUNCIL
was hereunto affixed this
xxxx day of xxxxxxx 2023
in the presence of:

WILTSHIRE COUNCIL

ROAD TRAFFIC REGULATION ACT 1984
TRAFFIC MANAGEMENT ACT 2004

THE COUNTY OF WILTSHIRE (WESTERN WILTSHIRE)
(OFF STREET PARKING PLACES) ORDER 2022
(AMENDMENT NO.1) ORDER 2023

Statement of Wiltshire Council's reasons for proposing
to make the above Order

The proposed Order is to address the misuse of the car parks. There is prolonged use by motorists not visiting the campus. The proposed maximum stay will address this issue and ensure spaces remain available for the community whilst visiting the Campus.

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WILTSHIRE COUNCIL

ROAD TRAFFIC REGULATION ACT 1984
TRAFFIC MANAGEMENT ACT 2004

THE COUNTY OF WILTSHIRE (WESTERN WILTSHIRE)
(OFF STREET PARKING PLACES) ORDER 2022
(AMENDMENT NO.1) ORDER 2023

NOTICE IS HEREBY GIVEN THAT Wiltshire Council proposes to make the above Order under the Road Traffic Regulation Act 1984 and the Traffic Management Act 2004 the effect of which will be to amend The County of Wiltshire (Western Wiltshire) (Off Street Parking Places) Order 2022 by removing the tariffs from Melksham Community Campus Car Park to introduce free parking, operating all hours, Monday to Sunday with a maximum stay 3 hours.

Deposit copies of the Orders, plans and Statement of the Council's Reasons for proposing to make the Orders may be inspected at the offices of Wiltshire Council, County Hall, Bythesea Road, Trowbridge during normal office hours. Details of the proposed scheme may be seen at Melksham Library, Melksham Community Campus, Market Place SN12 6ES during the hours of 6.30am to 10pm Monday, Tuesday, Wednesday, Thursday, 6.30am to 9pm Friday and 8am to 6pm Saturday and Sunday until 18th September 2023. Documents can also be viewed online at <https://www.wiltshire.gov.uk/troconsultations>

Comments on the proposal together with the reasons for which they are made should be sent by post to reach the Traffic Order Team, Sustainable Transport, County Hall, Bythesea Road, Trowbridge, BA14 8JN allowing 7 days, by email to Trafficorderconsultations@wiltshire.gov.uk or using the response form on the website at <https://www.wiltshire.gov.uk/troconsultations.htm> to reach the Sustainable Transport Group by 18th September 2023 quoting reference LJB/TRO/MELKos.

Sustainable Transport Group, County Hall, Bythesea Road TROWBRIDGE BA14 8JN

25th August 2023

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