



2025

MELKSHAM TOWN COUNCIL



Economic Development & Planning Agenda

Tuesday 14th October 2025



Town Hall,
Market Place,
Melksham,
Wiltshire
SN12 6ES

01225 704187
towncouncil@melksham-tc.gov.uk

www.melksham-tc.gov.uk



MELKSHAM TOWN COUNCIL

Town Hall,
Market Place,
Melksham,
Wiltshire
SN12 6ES

CEO Miss Hayley Bell, Assoc CIPD, CertHE, FSLCC

01225 704187

towncouncil@melksham-tc.gov.uk

7th October 2025

Dear Councillors S Rabey, R Cleary, P Alford, P Aves, G Elson, A Griffin and C Stokes,

You are summoned in accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) to a meeting of Economic Development & Planning Committee of Melksham Town Council for the transaction of the business shown on the agenda below.

Tuesday 14th October 2025, to be held at 19.00 in the Council Chamber, Melksham Town Hall, Market Place, Melksham, SN12 7ES.

The quorum for Economic Development & Planning is 4.

Public Participation.

Members of the public and the press may attend this meeting in person or join the meeting on teams via the following link <https://tinyurl.com/4m8s7fkt> . Public participation will take place near the start of the meeting.

Each speaker is limited to three minutes, with a total public session of 20 minutes. Members of the public are requested to send their question to CEO@melksham-tc.gov.uk by noon on the working day before the meeting. You should still attend the meeting, in person or online, to ask your question.

No decisions will be made on matters not already on the agenda. The Council may ask the public and press to leave if confidential matters need to be discussed.

The Seven Principles of Public Life.

All members are reminded of their duty under the code of conduct to uphold the Seven Principles of Public Life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

Yours sincerely,

Miss Hayley Bell – CEO

Economic Development & Planning Committee

The Committee will meet to consider all planning applications in the town.

Comments will be sent to Wiltshire Council as part of their consultation procedure. The aim is to use guidance contained in the National Planning Policy Framework, the Joint Melksham Neighbourhood Plan, planning legislation, Wiltshire Council's Core Strategy and Local Plan, Policy and Periodic Planning Guidance notes to preserve and enhance the town's character, whilst encouraging its commercial and social vitality. It will also consider the contents and desires laid out in the Neighbourhood Plan and Local Plan.

Where appropriate, planning applications submitted in the Parish of Melksham Without may also be discussed and commented on if relevant to the Town Council.

Highway issues raised for the Local Highways and Footpath Improvement Group (LHFIG), Emergency Planning and Flood Plans will also be managed by this Committee.

1. Membership: Seven elected members.

1.1. Invited officers relevant to planning and economic development, who will have no voting rights.

1.2. No business may be transacted at a meeting unless at least 50% of the whole number of members of the Committee, rounded up, are present.

1.3. Substitution of Members - Substitutes should be nominated by the Member of the Committee planning to be absent and notified to the Proper Officer in writing by 3pm on the day of the meeting.

2. Delegated Business: The Committee has delegated authority to deal with the following matters on an ongoing basis or to conclusion:

Planning

2.1 At meetings to consider all planning applications sent for consultation by Wiltshire Council.

2.2 To comment on behalf of the Town Council on planning applications having due regard to Town Council policy.

2.3 To delegate the power to the Town Clerk in discussion with the Town Mayor or Deputy Town Mayor, to make recommendations to Wiltshire Council on minor revisions

to applications for which there is insufficient time to call a planning committee meeting. The exercise of this power should be consistent with established practice and policy of the committee, where defined, and shall be reported to the next planning committee meeting.

2.4 To deal with requests for street naming.

2.5 To deal with consultation requests for street trading licences.

- 2.6 To deal with any matters pertaining to the Licensing Act 2003.
- 2.7 To refer all highway Issues through the relevant portal for the Local Highways and Footpaths Improvement Group (LHFIG).
- 2.8 To develop and manage all Emergency Plans.
- 2.9 To deal with Rights of Way, Bridle Ways, and Footpath matters.
- 2.10 To prepare draft comments for any consultations received by the Council.
- 2.11 To engage in pre-application consultations with developers.
- 2.12 To manage equipment within the area of its responsibilities and not under the control of any other committee.
- 2.13 To receive petitions and deputations from the public or any organisation.

Economic Development

- 2.14 To be responsible for recommending to Council key decisions and actions required in relation to the economic development of the town.
- 2.15 Approving and overseeing the delivery of any relevant service strategies which affect:
 - economic development;
 - investment in the town centre;
 - to oversee and implement the Town Centre Master Plan;
 - the establishment of external partnerships where they are relevant to the economic development of the town.
- 2.16 Approving and monitoring funding sources and mechanisms to assist with various initiatives, projects and actions within the remit of economic development.

Budget

- 2.17 To prepare, scrutinise and monitor the budget for the committee.
- 2.18 To approve expenditure within budget and to refer any requests for expenditure over budget to Full Council.
- 2.19 To approve expenditure within Ear Marked Reserves available to relevant projects for this committee.

3. Referred Business: To consider and make recommendations to the Town Council on the following matters:

- 3.1 Any other matters referred to the Committee by the Town Council.
- 3.2 All planning applications of a major strategic nature.
- 3.3 Consultations on any strategic plans produced by the Principal Authority, Wiltshire Council, such as Boundary Reviews, Local Development Framework, Local Plans or any such documents relevant to the town.
- 3.4 Budget estimates, to be prepared no later than October each year and submitted to the Finance, Administration and Performance Committee.

AGENDA

Economic Development & Planning

1. Apologies. 19.00 – 19.01

To receive and consider acceptance for apologies and absences

(Local Government Act, 1972 s.85)

2. Declaration of interests. 19.01 – 19.02

To declare an interest relating to the business of the meeting.

(Melksham Town Council Code of Conduct)

3. Minutes 19.02 – 19.05

To receive the minutes of the previous meeting, 23rd September 2025

(Local Government Act 1972, s. 12)

4. Public participation 19.05 – 19.25

To allow public participation, 3 minutes per person, 20 minutes allocation.

(Local Government Act 1972, s. 12)

5. Lowbourn Development 19.25 – 19.45

To receive a presentation from Wiltshire Council

6. Planning Considerations

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).

7. Planning Applications 19.45 – 20.00

7.1 PL/2025/07423

[PL/2025/07423](#) - Full planning permission

Address: Oakwood Van Hire, Bath Road, Melksham, SN12 6LP

Proposal: Change of Use of site for use as container storage (Use Class B8) (retrospective)

Respond By: 17 October 2025

7.2 PL/2025/07083

[PL/2025/07083](#) - Full planning permission

Address: Beanacre Road Service Station, 84 Beanacre Road, Melksham, SN12 8AU

Proposal: Removal of existing jet wash, and air & screen wash machines, erection of jet washes, and associated forecourt works.

Respond By: 17 October 2025

7.3 PL/2025/07391

[PL/2025/07391](#) - Approval of reserved matters

Address: Land South of Western Way, Melksham, Wiltshire

Proposal: Reserved Matters (appearance, landscaping, layout and scale) for 210 residential dwellings (Use Class C3), along with associated open space, landscaping, and parking, pursuant to Condition 2 of Outline Planning Permission ref. PL/2022/08504.

Respond By: 24 October 2025

7.4 PL/2025/07413

[PL/2025/07413](#) - Householder planning permission

Address: 5 Farmhouse Court, Melksham, SN12 6FG

Proposal: Installation of 29 Solar Panels on Front and Rear Roof

Respond By: 28th October 2025

8. Planning Decisions

20.00 -20.05

8.1 PL/2025/05429

[PL/2025/05429](#) - Wiltshire Council R3

Address: Melksham Community Campus, Market Place, Melksham, SN12 6ES

Proposal: Installation of a car park solar PV canopy located within Melksham Campus' customer car park

Decision Date: 08 September 2025

Decision: Approve

MTC Decision: No objection

8.2 PL/2025/03269

[PL/2025/03269](#) - Lawful development: Existing use

Address: Oakwood Storage, Old Gasworks, Melksham, Wiltshire, SN12 6LP

Proposal: Certificate of lawfulness for existing use of site for open storage

Decision Date: 26 September 2025

Decision: Refuse

MTC Decision: No objection

8.3 PL/2025/06820

[PL/2025/06820](#) - Householder planning permission

Address: 14 PHILIP CLOSE, MELKSHAM, SN12 7AP

Proposal: Proposed single storey side extension

Decision Date: 29 September 2025

Decision: Approve with Conditions

MTC Decision: No objection.

8.4 PL/2025/07169

[PL/2025/07169](#) - Prior notification: Demolition

Address: COOPER TIRE AND RUBBER COMPANY EUROPE LTD, BATH ROAD, MELKSHAM, SN12 8AA

Proposal: Demolition of existing buildings at the former Cooper Tire and Rubber Company Site, with the exception of Avon House and its associated listed assets such as gate posts and railing which are to be retained

Decision Date: 30 September 2025

Decision: Prior Approval Granted

9. Proposed application under section 116, Highways Act 1980 20.05 -20.15

To consider a response to a request for Wiltshire Council to apply to extinguish highway rights.

10. Temporary Road Closure 20.15 -20.20

10.1 A342 (Part) and C250 (Part), New Road, Bromham (07.12.2025)

To note

11. Parish Steward

20.20 -20.30

To consider jobs for the Parish Steward.

Next due in Melksham 11th-13th November 2025.

12. PL/2024/10345

20.30 – 20.40

For discussion and decision on proposals in the application affecting Melksham Town.

13. Items to Note

20.40 -20.50

13.1 Road Signage.

To note the following email exchange between the CEO/Town Clerk and Wiltshire Highways.

CEO/Town Clerk 22nd September 2025

I am writing to kindly request that the trees and white rose bushes near the entrance signage into Melksham be cut back. The overgrowth is currently obstructing visibility of the sign, which is important for both visitors and general traffic awareness.

We would really appreciate your support in arranging for this maintenance to be carried out at your earliest convenience to help keep the area safe and welcoming.

Thank you in advance for your attention to this matter.

Highways 22nd September 2025

In your mail below you make mention of trees and white rose bushes currently obstructing an entrance sign into Melksham. Please can you let me know the location of that sign, if it is a single unit. If it is the welcome to Melksham sign on the Semington bypass (heading North) then our tractor is currently clearing that vegetation.

One of our tractors is currently working through visibility corridors for a number of directional signs, across the entire Melksham Area Board, and this includes those shown in the photo's that were attached to the mail. The single weight limit sign is only marginally obstructed and you could task the Parish Steward with pole sawing off that branch during his three, or four, day visit to Melksham Town.

13.2 Licencing Application

To note that the application for a premises licence at the former Avon Tyres site has been withdrawn.

13.3 Public Telephone Box

To note that the CEO has contacted BT about the condition of the Market Place Telephone Box and received the following reply.

“I have raised a job for the engineer to attend and repair the two broken cross members and replace the glass, the paint condition doesn’t look to be that bad but while on site he will take extensive photos and send these to the regional field officer for review.”

Melksham Town Council

Minutes of the Economic Development & Planning Committee

on Tuesday 23rd September 2025

PRESENT: Councillor S Rabey Chair
Councillor R Cleary Vice Chair
Councillor P Alford
Councillor P Aves
Councillor J Crossley
Councillor G Elson
Councillor A Griffin

IN ATTENDANCE

OFFICERS Andrew Meacham Committee Clerk

PUBLIC 6 members of the public were present

124/25 Apologies

Apologies were received from Councillor C Stokes, whom was subbed by Councillor J Crossley

125/25 Declaration of Interest

Councillor Griffin declared an interest as a member of Wiltshire Council Planning Committee.

126/25 Minutes

The minutes of 2nd September 2025, having been previously circulated, were approved as a correct record and signed by the Chair Councillor Rabey.

127/25 Application for a Premises Licence

This item was advanced up the agenda. The Chair Councillor Rabey introduced the item.

Standing Orders were suspended.

Members of the public expressed concerns about the noise and the potential for trouble mixing alcohol with large numbers of people in the Town Centre.

The chair thanked those who had taken the time to attend and suggested they also register their concerns with Wiltshire Council and report any anti-social behaviour to Wiltshire Police.

Councillors discussed the application. It was suggested that the event security be asked to monitor attendees as they moved through the town centre. The committee were concerned about the suitability of the site for the event on safety grounds. The site was partially

demolished, close to the river and the event would be held late in the year when darkness fell early. It was felt that the Rugby Club would be a more suitable location as an event had already been held and safety measures tested.

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

UNANIMOUSLY RESOLVED to object to the object to the granting of a licence as the site was not a suitable and safe place for the event and that the Rugby Club would be a better location.

128/25 PL/2025/06820

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

UNANIMOUSLY RESOLVED not to object to the application.

129/25 PL/2025/06939

It was proposed by Councillor Elson, seconded by Councillor Crossley and

UNANIMOUSLY RESOLVED not to object to the application.

130/25 PL/2025/06749

Councillor Rabey advised that she and Councillor Alford attended Melksham Without Parish Council meeting when this application was discussed.

The following concerns were raised:-

- There was only one access point for a development of 205 dwellings
- A roundabout access would be preferable.
- The Joint Melksham Neighbourhood Plan requires 40% affordable housing. The plan only has 30%.
- A pedestrian access to Melksham Oak School is an absolute requirement
- The land earmarked for Melksham Oak School expansion needs to be secured for 20 years rather than 10 years.

It was noted that the site was allocated and could accommodate the proposed increase in number of dwellings and would contribute to local building quotas.

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

UNANIMOUSLY RESOLVED not to object, to strongly support the position of Melksham Without Parish Council and flag the above concerns to Wiltshire Council.

131/25 PL/2025/07044

It was noted that this was a formally developed brownfield site and the development would provide a larger shop with Ev Charging. The committee had no issue with the shop itself but had great concern about flooding and flood mitigation plan as the area is prone to rapid

flooding. It was noted that Melksham generally had suffered badly from flooding in the last year. It was suggested that it might be possible to raise the level of the road.

It was proposed by Councillor Cleary, seconded by Councillor Elson and

UNANIMOUSLY RESOLVED not to object but to flag concerns about flooding and ask for investigations into raising the road or other possible solutions.

132/25 PL/2025/04473

The decision was noted.

133/25 PL/2025/06322

The decision was noted.

134/25 Wayfinding Signs

Members discussed options on routes, inclusivity and type of sign. It was felt that the project could be extended in the future to be funded by Melksham Town Council and sponsorship.

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

UNANIMOUSLY RESOLVED to suggest signs for a walking route of the Market Place, Campus, Cemetery, Nature Reserve, Town Bridge, KGV, Lowbourne, Primrose and on to Melksham East. If possible, split off along Riverside Walk and over bridge to Riverside.

135/25 Parish Steward

Triangle of grass bounded by A350 and A365 looking untidy. It was noted that this might be outside the Parish Steward's remit because of its location between two busy roads but the committee clerk would ask.

136/25 PL/2025/10345

There was some discussion on this but no decision could be made as it was not an agenda item.

Meeting closed at: 20:31

Signed

Dated

Wiltshire Council Legal Unit
County Hall,
Trowbridge,
Wiltshire
BA14 8JN

Melksham Town Council
FAO Ms. H. Bell
Town Hall, Market Place
MELKSHAM
Wiltshire SN12 6ES

Your ref.

Our ref: 

28 August 2025

Dear Ms. Bell,

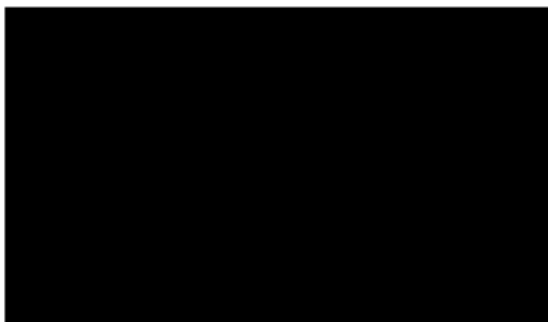
Proposed application under section 116, Highways Act 1980
Highway adjacent to 7 Pennycress Drive

I refer to a request received by Wiltshire Council to make an application to stop-up (i.e. extinguish) highway rights – essentially the right to pass and repass - over a section of land at this location on the ground that the section is *unnecessary for public use or any other highway-related reason*. The location of the land concerned is shown cross-hatched in black on the enclosed plan. At present the porch of the property, which can be seen on the enclosed photographs, encroaches onto the highway verge. I emphasise that this is not an application for planning permission.

I would be grateful if Melksham Town Council could consider this proposal at the next available opportunity and let me know whether you have any queries or would like clarification on the interpretation of the relevant legislation. Otherwise, please complete and return the enclosed form to let me know whether you will consent to the making of an application.

If the town council does not consent to the proposal, may I ask you to give a detailed statement of reasons, including whether – and if so why – you consider that the particular section of highway is necessary for public use.

Yours sincerely,



Encs.

HIGHWAYS ACT 1980

PROPOSED SECTION 116 APPLICATION

Highway adjacent to 7 Pennycress Drive, Melksham

Melksham Town Council hereby consents / does not consent * to Wiltshire Council making an application to the Magistrates' Court for an order under Section 116 of the **Highways Act 1980** providing for the stopping-up of part of the highway on the ground that it is unnecessary for public use or any other highway-related purpose.

The section of highway concerned is shown cross-hatched in black on the plan on the reverse of this form.

Signed

Please print name.....

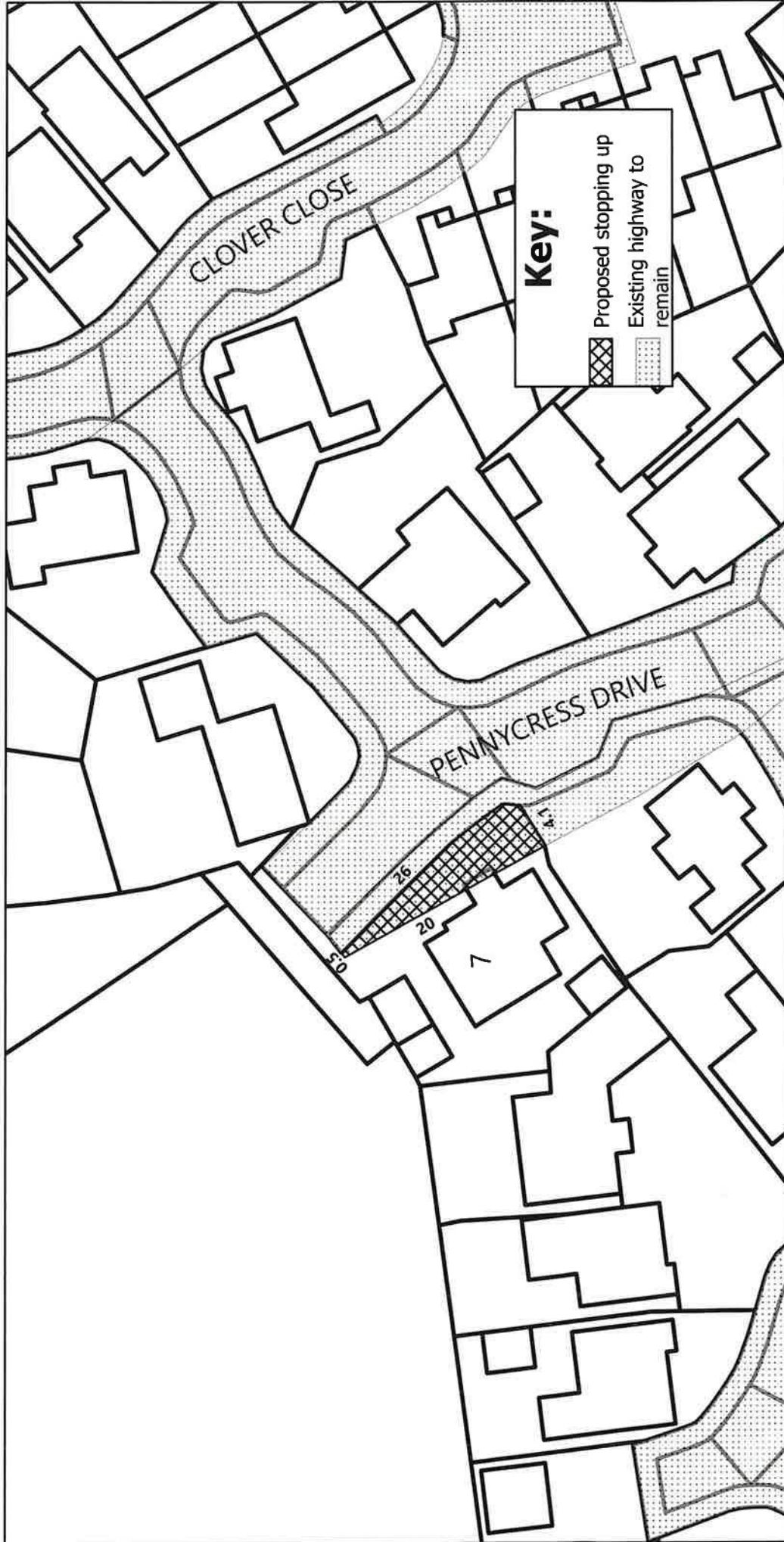
Post held.....

Date

***Please delete as applicable**

Please return this form to:-

Solicitor to the Council
Wiltshire Council (Ref: **KG/202912**),
County Hall,
Trowbridge,
Wiltshire BA14 8JN



S116 Highways Act 1980

Area of highway, outside 7 Pennycress Drive, to be stopped is shown cross hatched black with an area of approximately 62 square metres.
The approximate dimensions are shown in metres above.



Wiltshire Council

Section 16A of the Road Traffic Regulation Act 1984

Temporary Closure of: A342 (Part) and C250 (Part), New Road, Bromham (Ref: TTRO 10821)

Notice is hereby given that the Wiltshire Council has made an Order to close temporarily to all traffic:

A) **A342 (Part), Bromham**; from its junction with Hawkstreet to its northern junction with Highfield.

B) **C250 (Part) New Road, Bromham**; from its junction with Hawkstreet to its junction with High Street.

To enable: Bromham Pudding Run 10k Road Race.

Alternative route: via A342 (unaffected length) – A3102 – A350 – A365 – A361 – A342 (unaffected length) and vice versa.

The closure and diversion route will be clearly indicated by traffic signs.

This Order will come into operation on 07 December 2025 and the closure will be required between the hours of 10:30 and 12:30 for 1 day. Access will be maintained for residents and businesses where possible, although delays are likely due to the closure. The Order will have a maximum duration of 18 months.

For further information please contact Chris Warren on behalf of Friends of St Nicholas PTA on 07521 389416.

Highways Assets and Commissioning, County Hall, Bythesea Road, Trowbridge BA14 8JN

28 November 2025

Indicative Plan : Bromham Pudding Run



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