



2026

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MELKSHAM TOWN COUNCIL

o



Economic Development & Planning Agenda

Tuesday 17th March 2026



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

01225 704187
towncouncil@melksham-tc.gov.uk

www.melksham-tc.gov.uk

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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

Tuesday 10th March 2026

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 17th March **2026**, 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/54hfn9jb> . 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.

To receive and consider acceptance for apologies and absences

(Local Government Act, 1972 s.85)

2. Declaration of interests.

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

(Melksham Town Council Code of Conduct)

3. Minutes

To approve the minutes of the previous meeting, Tuesday 24th February 2026.

(Local Government Act 1972, s. 12)

4. Public participation

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

(Local Government Act 1972, s. 12)

5. Proposed Lidl Development

To receive a presentation on behalf of Lidl.

Please note attendance had not been confirmed at time of publication.

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

To comment on the following planning applications

7.1 PL/2026/01036

[PL/2026/01036](#) - Prior notification: Demolition

Address: Avonside Enterprise Park, New Broughton Road, Melksham, SN12 8AD

Proposal: Demolition of Block G and an existing free-standing building known as Scouts Hut / Scotts Gym at Avonside Enterprise Park, Melksham

Respond By: Notification only. No public consultation

7.2 PL/2026/01088

[PL/2026/01088](#) - Householder planning permission

Address: 20 St Margarets Gardens, Melksham, SN12 7BT

Proposal: Proposed single storey rear extension, two storey side extension, pitched roof over existing attached garage, new porch and driveway enlargement.

Respond By: 27 March 2026

7.3 PL/2025/07044

[PL/2025/07044](#) - Full planning permission

Address: Former Countrywide Site, Bradford Road, Melksham

Proposal: The construction of a new discount foodstore, car parking, access and landscaping on land at Bradford Road, Melksham

Respond By: 23 March 2026

7.4 PL/2025/09766

[PL/2025/09766](#) - Householder planning permission

Address: Old Stable House, 12A High Street, Melksham, SN12 6JU

Proposal: Erection of pair of hinged steel gates across private driveway by attachment to wall of adjacent / neighbouring building

Respond By: 23 March 2026

7.5 PL/2025/09634

[PL/2025/09634](#) - Listed building consent (Alt/Ext)

Address: Old Stable House, 12A High Street, Melksham, SN12 6JU

Proposal: Erection of pair of hinged steel gates across private driveway by attachment to wall of adjacent / neighbouring building

Respond By: 23 March 2026

7.6 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 March 2026

7.7 PL/2026/01530

[PL/2026/01530](#) - Prior notification: Demolition

Site Address: St Damians Block, Melksham Community Hospital, Spa Road, Melksham, SN12 7NZ

Proposal: Demolition of St Damian's Block, Melksham Community Hospital.

Respond By: 20 March 2025

8. Planning Decisions

To note the following planning decisions

8.1 PL/2025/09561

[PL/2025/09561](#) - Full planning permission

Address: Antico Cafe, 6a Littlebrook Centre, Bath Road, Melksham, SN12 6LP

Proposal: Retrospective application for the erection of an open covered platform for outdoor seating area

Decision Date: 20 February 2026

Decision: Approve with Conditions

MTC Decision: No objection.

8.2 PL/2025/08141

[PL/2025/08141](#) - Full planning permission

Address: 22 West End, Melksham, SN12 6HJ

Proposal: Division of Dwelling into Residential and Parish use

Decision Date: 19 February 2026

Decision: Approve with Conditions

MTC Decision: No objection.



8.3 PL/2026/00500

[PL/2026/00500](#) - Notification of proposed works to trees in a conservation area

Site Location: 9 Church Walk, Melksham, SN12 6LY

Proposal: T1 Cherry - Reduce by 1/1.5m to suitable pruning points. T2 Fig - Reduce by 1/1.5m to suitable pruning points.

Decision Date: 4 March 2026

Decision: No Objection

MTC Decision: No objection

8.4 PL/2026/00501

[PL/2026/00501](#) - Notification of proposed works to trees in a conservation area

Site Location: 7 Church Walk, MELKSHAM, SN12 6LY

Proposal: T1 Hazel - Coppice at 3m ABL. T2 Cherry - Reduce by 1/1.5m to suitable pruning points.

Decision Date: 4 March 2026

Decision: No Objection

MTC Decision: No objection

9. Local Highways and Footpaths Improvement Group (LHFIG) Issues

9.1 Funding

To discuss changes to the budget and criteria for support

9.2 Station Approach

To note the response of Wiltshire Council.

9.3 Union Street Parking Survey

For discussion

10. Emergency Resilience Funding

To discuss cuts to funding.

11. Application for a premises licence to be granted under the Licensing Act 2003

For comment. Consultation deadline 23rd March 2026.



12. Renaming of Section of Eastern Way.

To note. Following the resolution of 24th February 2026, a request to consider renaming was submitted to Wiltshire Council. They have advised that their records show this section is already known as Snowberry Lane.

13. Temporary Road Closure

13.1 Dunch Lane (Part)

14. Lime Down

For discussion.

15. Parish Steward

To note response from Wiltshire Council.

To consider jobs for the Parish Steward



Melksham Town Council

Minutes of the Economic Development & Planning Committee

on Tuesday 24th February 2026

PRESENT: Councillor S Rabey Chair
 Councillor R Cleary Vice Chair
 Councillor P Aves
 Councillor E Calland
 Councillor M Drewett
 Councillor G Elson
 Councillor A Westbrook

IN ATTENDANCE

OFFICERS Andrew Meacham Committee Clerk
 Dominic Rutterford (virtually) Communications & Marketing Officer

PUBLIC 7 members of the public were present

250/25 Apologies

Apologies were received from Councillor Alford, Councillor Griffin and Councillor Stokes. Substitutes were Councillor Calland, Councillor Drewett and Councillor A Westbrook

251/25 Declaration of Interest

There were no declarations of interest.

252/25 Minutes

The minutes of 3rd February 2026, having been previously circulated, were approved as a correct record and signed by the Chair Councillor Rabey.

253/25 Public Participation

The first three members of the public spoke on items 6.3 and 6.4.

PP 1 – Owners since 1997 of 12 High St. Wish to object to the application. Objection relates to access, safety and preservation of the character of this listed setting. Proposal raises serious concerns about continued access to 12 High Street. The existing driveway provides essential access to multiple parts of the property, including the entrance to residential flats, the garage block at the rear and rear access for Melksham Barbers. These established lawful access rights belong to 12 High Street and are as shown on the title deeds. They are long-standing and fundamental to the use and operation of our property. The installation of gates will mean access will be restricted, whether intentionally or unintentionally, now or in the future.

The Chair advised that Melksham Town Council was a consultee. The comments would be recorded in the minutes and the recording but the resident should also submit comments to Wiltshire Council planning.

The Chair asked for clarification on access via the existing bollard

PP 2 – No clear explanation has been provided by the applicants as to how access will be reliably maintained for tenants and essential services. They will not discuss any details regarding any gate locking mechanism. Essential services include utility, postal and delivery services, waste collection, contractors, authorised tenants and visitors. Both residents and service providers depend on predictable and unobstructed access. Without clear guarantees, the proposed gates will disrupt essential daily functions associated (*illegible*). There are also serious safety concerns. The presence of gates across the access route would delay or obstruct fire or emergency services. Emergency access must remain immediate, reliable and unobstructed at all times. Any impediment through locking, delay in opening or mechanical failure could have consequences for residents and businesses. The flats at 12 High Street assist with housing provision for Wiltshire Council and have accommodated individuals who have been homeless. We have also previously had tenants with additional needs who required visits from carers. On one occasion a carer attending a vulnerable tenant was approached and challenged regarding her access. This highlights the very real risk that any gated restriction would create barriers or delays for those who rely on the consistent and unrestricted entry. Any obstruction, even temporary, would have consequences.

PP3 – The design of the proposed gates is not in keeping with the historic character of the listed buildings on either side of the driveway. The sweeping suburban gate design contrasts with the established perpendicular architectural lines that define the character of the listed setting. It is important that any new addition preserves and respects the heritage, significance and visual harmony of the surrounding listed structures within Melksham Town Centre's conservation area. Originally, as can be seen on the plans in the Town Hall, there is no access or driveway restrictions and recent photographs do not show any access restrictions. In summary, residents of 12 High Street rely on this access to get to their homes and would otherwise become homeless. This proposal introduces uncertainty, the risk of obstruction, restriction or control of that access, risks to established access rights, risks to emergency safety and harm to the historic character of the site. For these reasons we respectfully request that the Council objects to these applications.

PP4 – Representing Melksham Transport Users Group. Thank you for making this an agenda item so quickly. Regarding the markings of the footway leading to the station for the last 30 or 40 yards and asking for a grant to improve those markings. The pedestrian access is not up to a very good standard and at times can be very dangerous. At present two rather worn out white lines, no signage. Very busy road with various businesses, attracting a lot of vehicles. Vehicles continuously crossing and obstructing the pathway. This is not really the drivers fault as it is not very clear what the lines are. A grant would improve at that.

Jaywalking is not a crime in the UK, but where we do have crossings, we put down tactile surfacing and signage. When you get to the end of the pavement you are “invited” to go right straight onto the road. There is nothing to tell drivers that that is what you are going to do. In that way it is not fit for purpose. It is not just a matter of getting the lines renewed. Would be nice to improve it. White lines, infills, walking person image, signage. This is not a big task but would make it a lot safer for person to access the station and would probably encourage more people to use public transport.

The Chair advised that funding would be from LHFIG, not a Town Council grant.

254/25 PL/2026/00528

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

UNANIMOUSLY RESOLVED not to object to the application.

255/25 PL/2025/07083

Members referenced Joint Melksham Neighbourhood Plan Policy 13 – Biodiversity and Policy to deliver at least a 10% improvement in biodiversity value and 17 Trees and Hedgerows, no loss of habitat and no damage to or loss of trees of good arboricultural and amenity value. Members noted the Ecology objection and comments dated 18th February 2026.

It was proposed by Councillor A Westbrook, seconded by Councillor Aves and

UNANIMOUSLY RESOLVED in view of the above to object to the application.

226/25 PL/2025/09766

Members discussed the points raised in public participation, the location and installation of the gate and heritage aspects. Members discussed whether to support with conditions, object or make no decision due to unclear and insufficient information.

It was again made clear that Melksham Town Council was not the decision maker and the public participants should submit their comments to Wiltshire Council planning.

It was proposed by Councillor Rabey, seconded by Councillor A Westbrook and

RESOLVED in view of the confusion to object to the application at this stage with a request for an extension of consultation to allow clarification of the concerns raised on access.

227/25 PL/2025/09634

Members noted and agreed comments made by Heritage regarding design.

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

UNANIMOUSLY RESOLVED to object to the application and request changes to the design of the gate.

228/25 PL/2026/00856

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

UNANIMOUSLY RESOLVED not to object to the application.

229/25 PL/2026/00855

It was noted that this was the first application relating to land that was part of the Cooper Avon estate.

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

UNANIMOUSLY RESOLVED not to object to the application.

230/25 PL/202600859

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

UNANIMOUSLY RESOLVED not to object to the application.

231/25 PL/2026/01021

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

UNANIMOUSLY RESOLVED not to object to the application.

232/25 Application to Extinguish footpath MELK103(part)

The order was noted.

233/25 Eastern Way (Part)

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

UNANIMOUSLY RESOLVED to request the section of the Eastern Way shown on in red on the map be renamed to become part of Snowberry Lane.



234/25 LHFIG – Station Approach

It was proposed by Councillor Rabey, seconded by Councillor Elson and **UNANIMOUSLY RESOLVED** to support the request and refer it to LHFIG for consideration.

235/25 LHFIG Funding

This item was deferred to the next meeting

236/25 LHFIG Meeting 5th February 2026

The meeting notes and expenditure were noted.

237/25 Emergency Resilience Funding

This item was deferred to the next meeting.

238/25 Road Safety Update

The report was noted.

239/25 PL/2025/05097

The appeal decision was noted.

240/25 Temporary Road Closure – A350 Part), Melksham Without

The closure was noted.

241/25 Parish Steward

It was noted that the method of funding for the Parish Steward was changing and the service was not being lost. It was noted that Parish stewards were currently re-deployed to deal with potholes.

Although not on the current agenda, it was requested that the success of the new management of the Hiding Place be noted.

Meeting closed at: 20:00

Signed

Dated

The planning officer, having read the comments submitted and the minutes of the meeting has provided the following bullet points to assist the committee.

Material Planning Considerations (can be taken into account):

- Design and appearance of the gate.
- Impact on the Conservation Area.
- Effect on the setting of nearby listed buildings.

Non-Material Issues (cannot influence the planning decision):

- Private access rights, easements, covenants, or access management.
- How the gate is locked or who can open it.
- Postal/waste collection, couriers, tenant access, or other day-to-day management issues.
- Private safety concerns or potential interpersonal disputes.

Emergency Access:

- Planning decisions consider physical obstruction only.
- The alley is private land, and is not a public right of way or classified highway.
- As with any residential property, planning cannot object to new gates on the basis that they may be closed during an emergency.

Updated Design:

- A revised gate design has been submitted.
- The Conservation Officer has reviewed the revised design and updated their response to state support subject to conditions.

Hopefully that is straightforward enough but happy to discuss if you have further questions.



Importance:

High

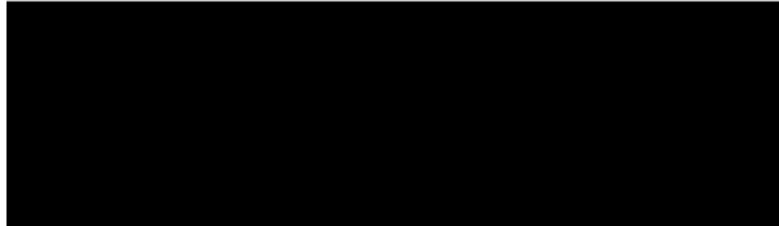
Good morning,

Please see below.

Kind regards

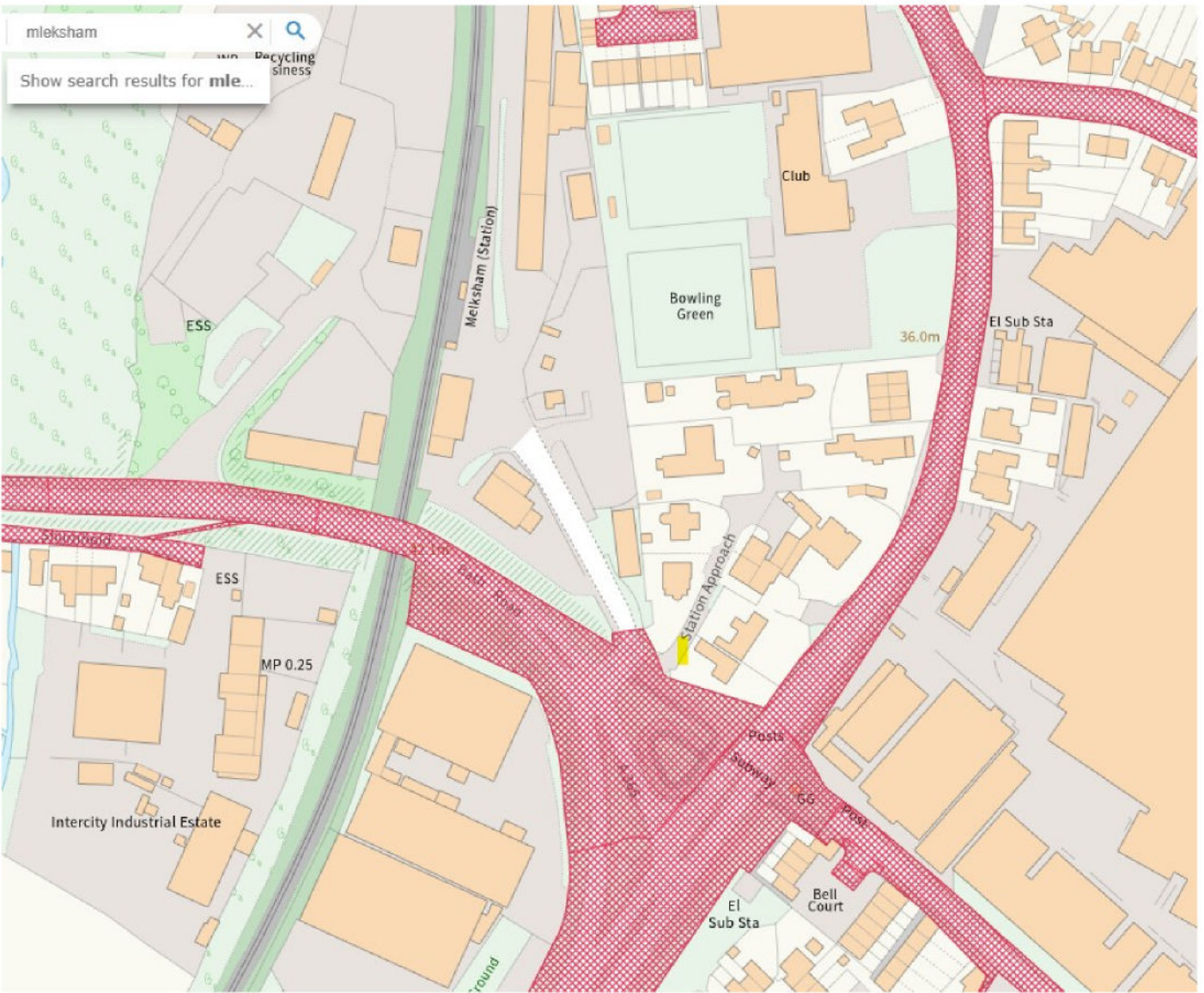
Local Highway Footway Improvement Group Inbox

Wiltshire Council



Hi, I'm afraid this is not a valid LHFIG request, as the area in question is not maintainable public highway. See map extract below. Legally we cannot undertake work in the requested area.

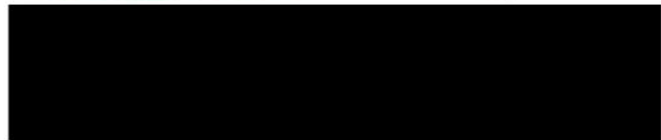
In this instance, the requester needs to contact the owners of Melksham train station. I suspect this will be network Rail



Regards



Wiltshire Council



Highways Fault? Report it here:
<http://www.wiltshire.gov.uk/mywiltshire-online-reporting>

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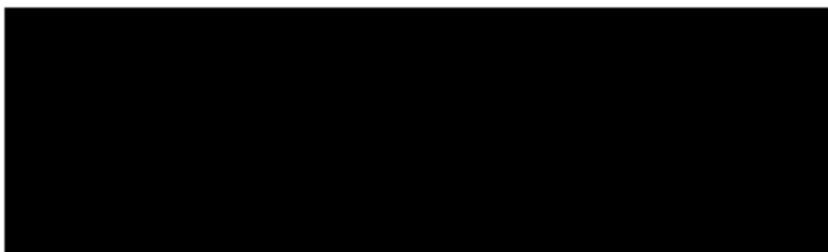
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Postcode for satnav: BA14 8JN

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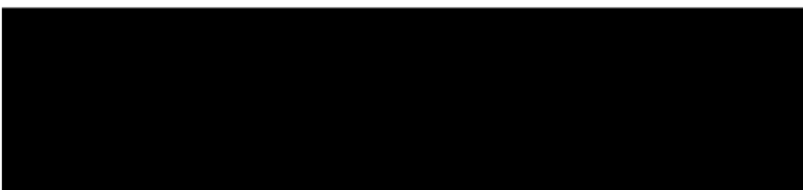


Please can you advise if this is a suitable LHFIG request and if so, which meeting it will be heard.

Kind regards

Local Highway Footway Improvement Group Inbox

Wiltshire Council



Good morning.

Please find attached an LHFIG request that was considered by the Economic Development & Planning Committee on Tuesday.

Regards.

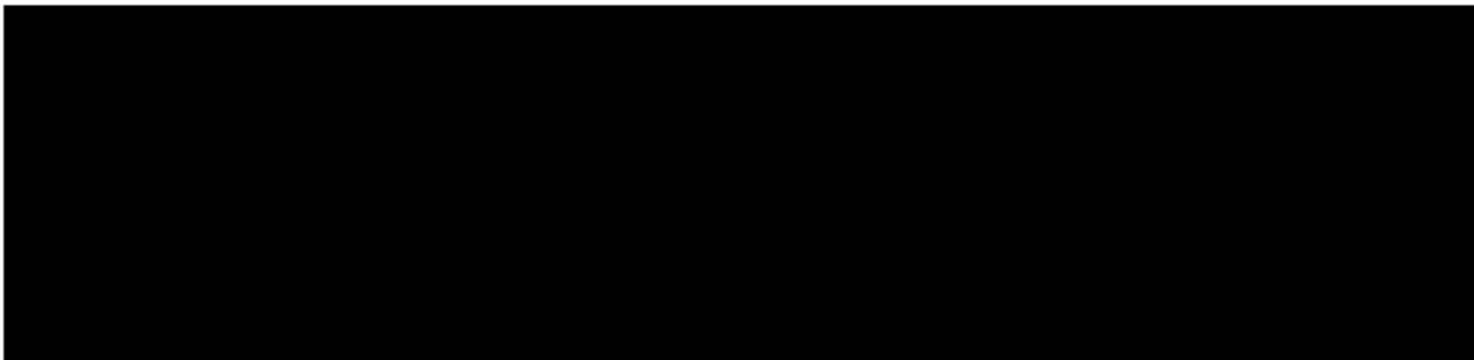




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██████████ is referring to strategic land owned by Wiltshire Council not maintainable highway. There is a difference.

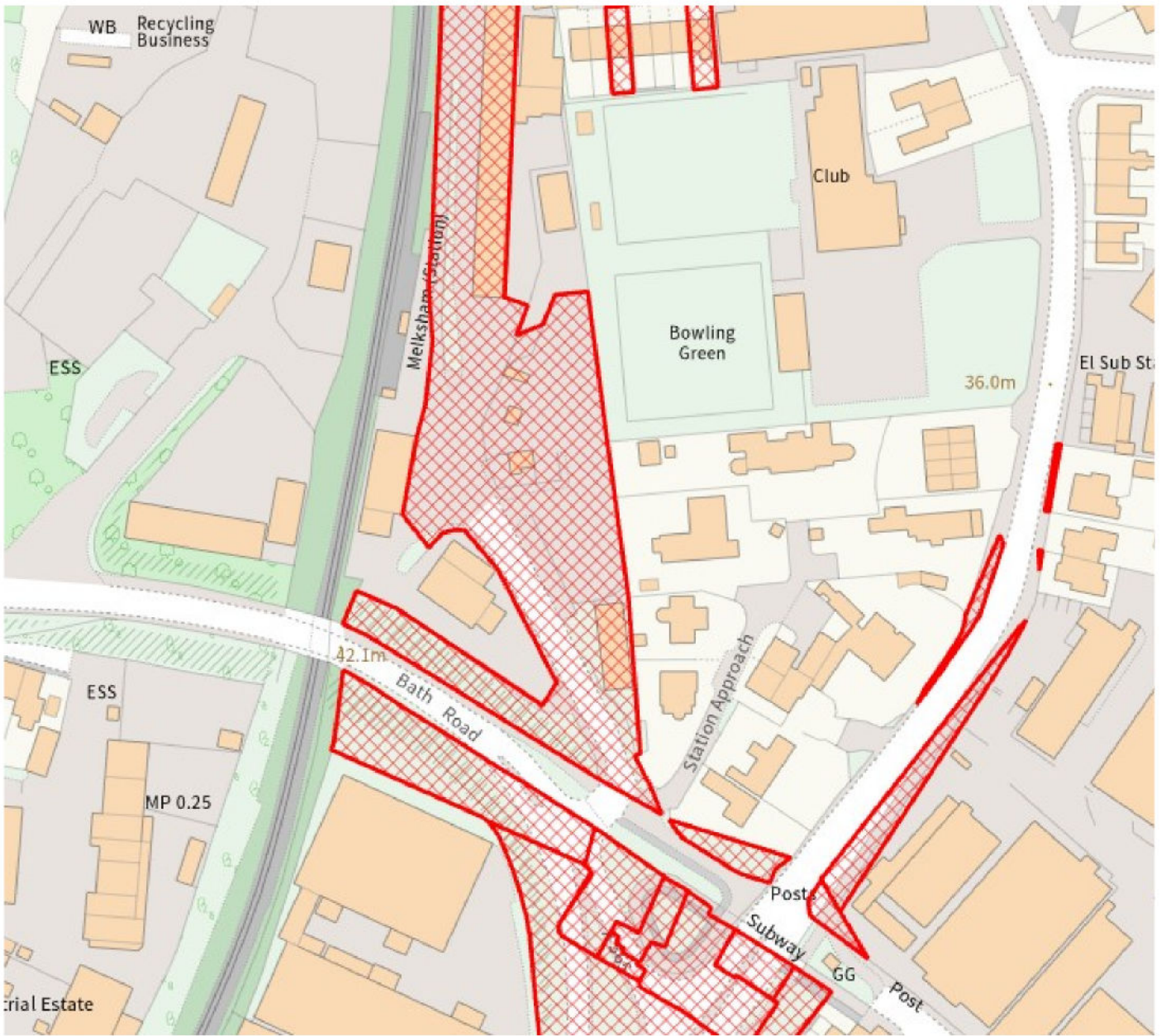
The 1st plan below shows the extents of the strategic land. The work requested falls within this area.

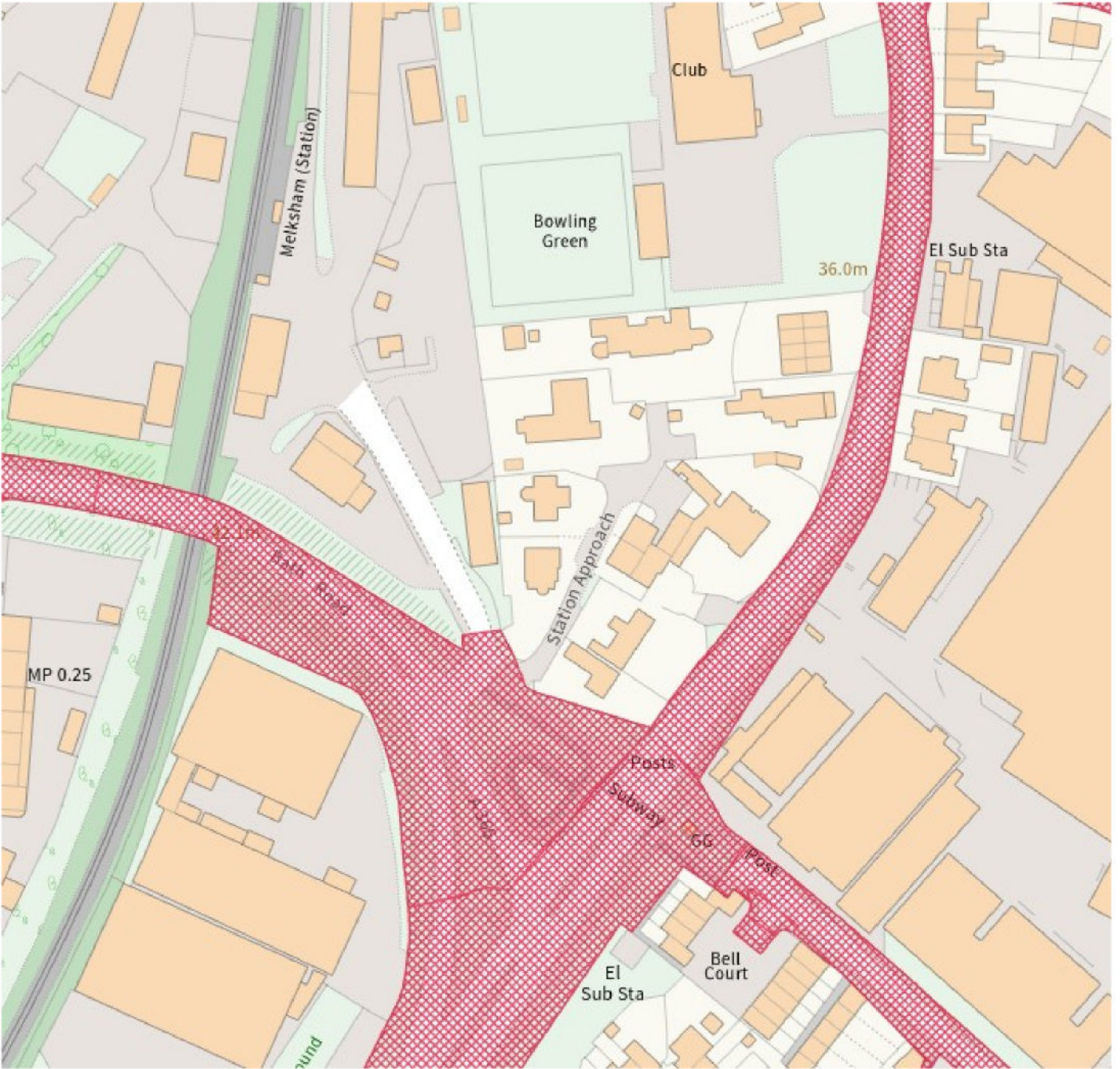
The 2nd plan shows the extent of the maintainable public highway.

Unfortunately, LHFIF monies can only be spent on new infrastructure which results in a maintainable highway asset.

This can only be within the adopted maintainable highway. The area in question does not meet this requirement and as such can not be considered by the LHFIF.

I hope this clarifies matters.

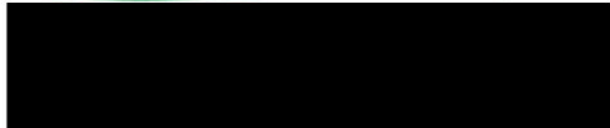




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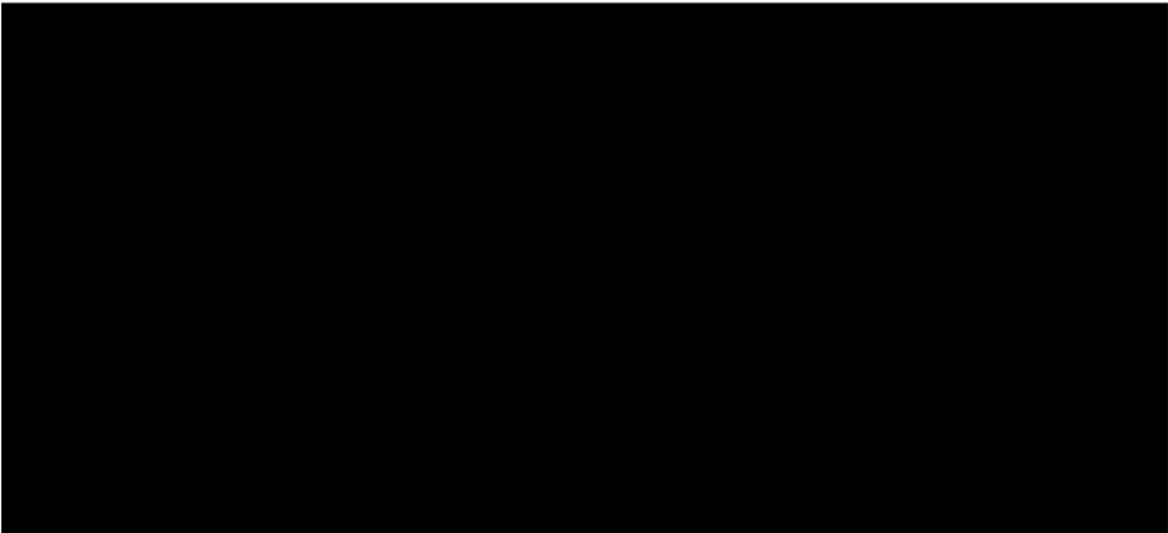


Good morning.

Thank you  for your comments, and that you LHFIG for forwarding them to me. I have notified the applicant and he has commented as below and given permission to forward to you.

Could I possibly have any further comments?

Thanks. Have a good weekend.





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



I think there may be a misunderstanding somewhere.

The walkway we are looking to highlight can be seen from this arial view below. I understood there to be three land owners in the immediate area.

1. 50 meters to the south east of the blue marker are on Station Approach, which I understand to be property of Wiltshire Council and an adopted road
2. 5 metres to the west of the blue marker are the property of Network Rail, leased to Great Western
3. None of the marked path but the area to the south west of the marker - are owned by Melksham Tyre Services

So as I understand it, over 90% is on Wiltshire Council Adopted Highway. And the complete original white lines were put there by WC ...

In separate correspondence today from Wiltshire Council's Estates office, they are offering a lease of and access to the building in the car park and the first two spaces by the car park entrance. Surely that tells us that it's owned by WC and they can lease access to it. The border between the Network Rail and Wiltshire Council Land (both owned by the public!) can be seen in the changes in the colour of the tarmac leading north from the blue pin.

Is this something or you and the team can check before it goes onto the agenda - for 17th March - so that the councillors are full informed?





Good afternoon [redacted]

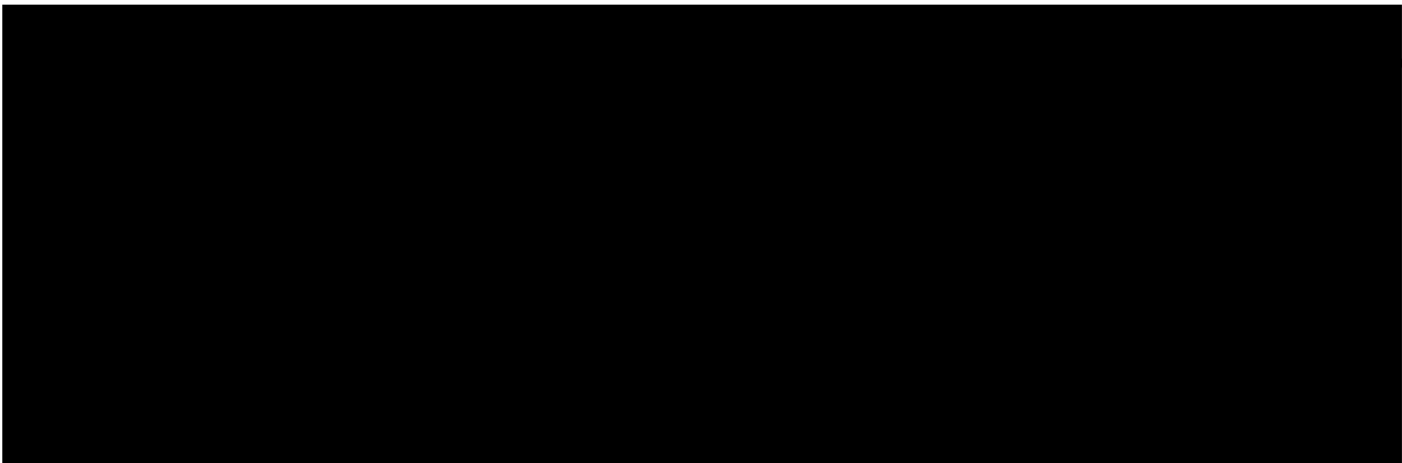
We have heard back from Wiltshire Council rejecting the request as the land is not “maintainable public highway” and is the responsibility of the “owners of Melksham Station”. I will be adding the respond to the agenda for the next Ec Dev meeting.

Regards.

[redacted]

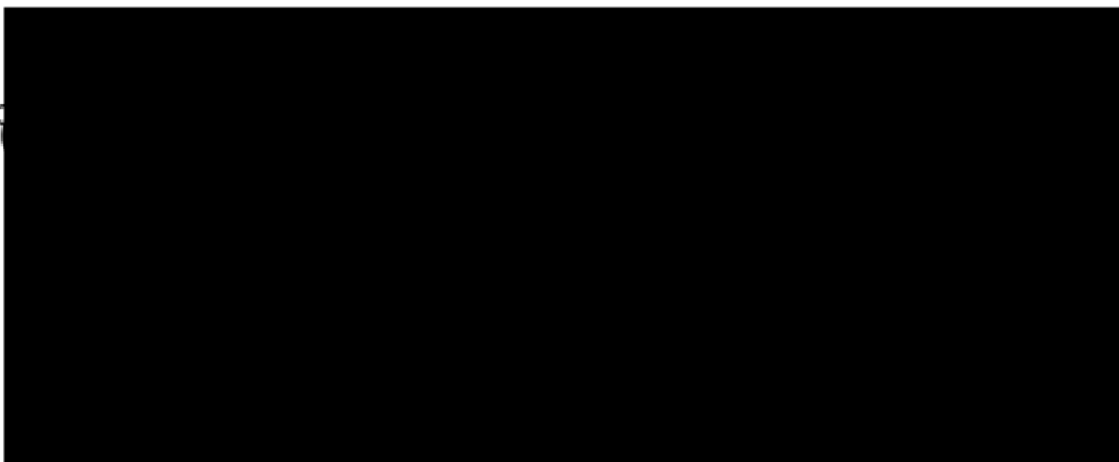


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Please could you provide the request and response in the next Ec Dev meeting.

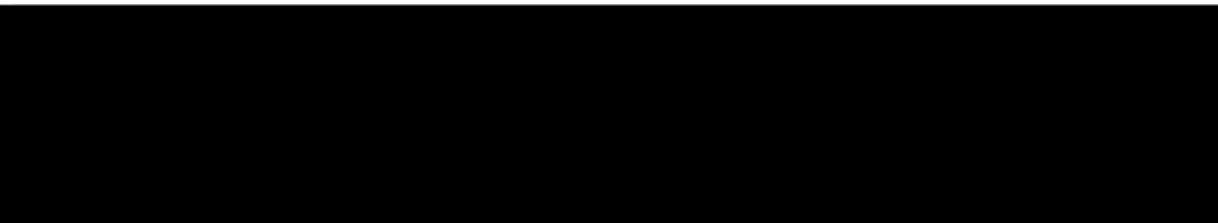
Kind regards,



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

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Other than Salisbury and a couple in Devizes and Trowbridge, there are very few residents parking schemes in operation.

With this in mind, I am seeking some advice from a colleague who has recently undertaken a resident's parking questionnaire in Devizes.
Unfortunately, he is currently on leave.

I understand the need to 'get on with things' regarding Union St, but at the present time this issue is some way down my long list of priorities I'm afraid.

I will respond in due course.

Regards



Wiltshire Council



Highways Fault? Report it here:

<http://www.wiltshire.gov.uk/mywiltshire-online-reporting>

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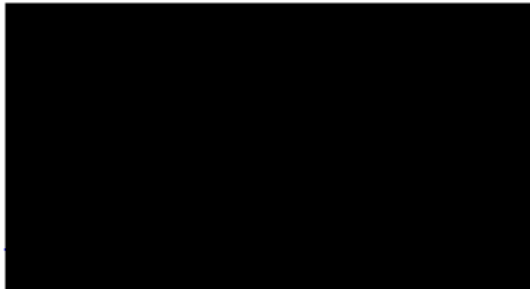
Trowbridge railway station is, approximately, a 10-minute walk from County Hall.



I hope you are well.

Would you be able to let me know a suitable time for us to chat about Westbrook, Jennie’s recent email regarding the street survey?

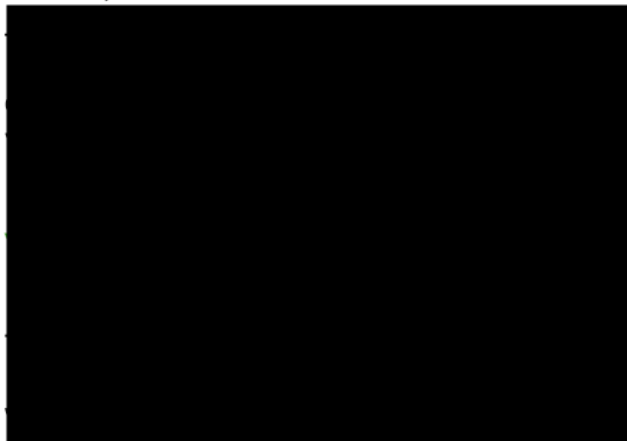
Kind regards,



Hi Both,

I'm not sure if anything has come from discussions or if you've been able to discuss anything but I'm just pushing this up both your inboxes.

Thanks,



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I take all correspondence seriously and will do my best to respond as promptly as possible, but sometimes this may be delayed. If you have not heard from me within 10 working days, or your matter is urgent, please resend your email with URGENT in the subject line. Thank you for your patience and understanding.



Hi Both,

I hope you're well.

Hayley, as you know, the proposal for the residents' permit scheme in Union Street was discussed at LHF1G last Thursday, and it was agreed to progress the scheme. Wiltshire Council has very limited capacity, and Martin confirmed that MTC could help with running and collating the survey.

I'm getting in touch because I'd like to discuss the practicalities of the street survey and make sure we have a clear understanding of the process. I'd like this to come to the next Economic Development meeting on the 24th. That said, as this is also Wiltshire Full Council, it's unlikely I'll be able to attend, so I want to ensure everything is prepared properly beforehand.

Martin it would be really helpful to know:

- What the formal steps are for carrying out the survey
- Whether we need to use Wiltshire Council's specific survey format
- What the practical process looks like from our side

I've spoken with you briefly already and appreciate that you're happy to help with this. I just want to make sure we set things up correctly from the start so the scheme progresses smoothly.

I wonder if it's worth trying to set up a call between us all or if Martin you are able to just send over the details.

[Redacted]

[Redacted]

[Redacted]

Wiltshire Council

[Redacted]

[Redacted]



[Redacted]

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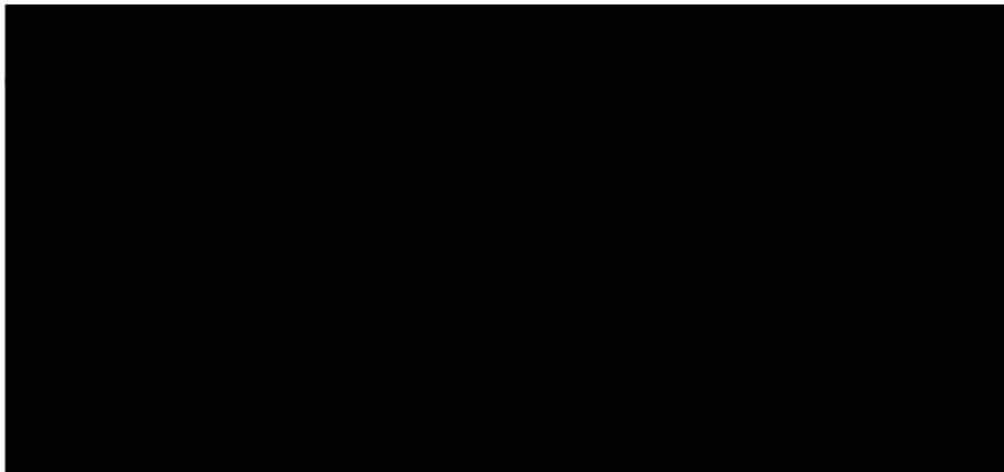
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Can this be shared for the meeting tomorrow night on the union street parking permit discussion please?

Thanks



Sent from [Outlook for Android](#)



Hi [redacted] - I have been advised to contact you as you may be able to help.

I have a longstanding fish and chip shop in Melksham (the fisheries), coming up for 100 years of the shop running.

There has been a proposal to add a permit scheme for parking on Union street and remove one of the large car parks around 100 yards away from the shop.

In summary this will destroy trade for my already struggling shop (fish quotas, min wage, utility costs etc) as my older customers will not walk from the other side of town.

I emailed [redacted] with the advice from the [redacted] but she's not acknowledged my email regarding my concerns.

I am working tomorrow evening and so cannot attend the council meeting (unless I close the shop temporarily), but was hoping you may be able to raise my concerns for me if I send you them?

Hope this makes sense.



Wiltshire Council

Application for a premises licence to be granted under the Licensing Act 2003

Please read the following instructions first

Before completing this form please read the guidance notes at the end of the form. If you are completing this form by hand please write legibly in block capitals. In all cases ensure that your answers are inside the boxes and written in black ink. Use additional sheets if necessary.

You may wish to keep a copy of the completed form for your records.

I/We Jarboom Ltd

(Insert name(s) of applicant)

apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in Part 1 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003

Part 1 – Premises details

Postal address of premises or, if none, ordnance survey map reference or description			
Oakfield Stadium Eastern Way Melksham Wilts SN12 7GU			
Post town	Melksham	Postcode	SN12 7GU

Telephone number at premises (if any)	██████████
Non-domestic rateable value of premises	£ £10,750 - Band B

Part 2 - Applicant details

Please state whether you are applying for a premises license as **appropriate**

Please tick as

a)	an individual or individuals *		please complete section (A)
b)	a person other than an individual *		
	i	as a limited company/limited liability partnership	X please complete section (B)
	ii	as a partnership (other than limited liability)	please complete section (B)
	iii	as an unincorporated association or	please complete section (B)

	iv	other (for example a statutory corporation)		please complete section (B)
c)		a recognised club		please complete section (B)
d)		a charity		please complete section (B)
e)		the proprietor of an educational establishment		please complete section (B)
f)		a health service body		please complete section (B)
g)		a person who is registered under Part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales		please complete section (B)
ga)		a person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 (within the meaning of that Part) in an independent hospital in England		please complete section (B)
h)		the chief officer of police of a police force in England and Wales		please complete section (B)

* If you are applying as a person described in (a) or (b) please confirm (by ticking yes to one box below):

- I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities; or
- I am making the application pursuant to a statutory function or a function discharged by virtue of Her Majesty's prerogative

* **Individual applicants** (fill in as applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth		I am 18 years old or over		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					

Where applicable (if demonstrating a right to work via the Home Office online right to work checking service), the 'share code' provided to the applicant by that service (please see note 15 for information)

Second individual applicant (if applicable)

Mr	Mrs	Miss	Ms	Other Title (for example, Rev)	
Surname			First names		
Date of birth or over		I am 18 years old		Please tick yes	
Nationality					
Current residential address if different from premises address					
Post town				Postcode	
Daytime contact telephone number					
E-mail address (optional)					
Where applicable (if demonstrating a right to work via the Home Office on line right to work checking service), the 'share code' provided to the applicant by that service: (please see note 15 for information)					

(B) Other applicants

Please provide name and registered address of applicant in full. Where appropriate please give any registered number. In the case of a partnership or other joint venture (other than a body corporate), please give the name and address of each party concerned.

Name	Jarboom Ltd
Address	C/o 8 Merlin Way, Bowerhill, Melksham, Wilts SN12 6TJ
Registered number (where applicable)	Company Number - 15576394
Description of applicant (for example, partnership, company, unincorporated association etc.)	Limited Company
Telephone number (if any)	██████████
E-mail address (optional)	██████████

Part 3 Operating Schedule

When do you want the premises licence to start?

DD	MM	YYYY					
2	6	0	6	2	0	2	6

If you wish the licence to be valid only for a limited period, when do you want it to end?

DD	MM	YYYY					
2	7	0	6	2	0	2	6

<p>Please give a general description of the premises (please read guidance note 1)</p> <p>The licensable area for the festival is all the area market on the attached map (The grounds of Melksham Rugby & Football clubs) Both the rugby & football clubs will use their own existing licenses for any licensable activities they will be providing within their clubhouses.</p>

If 5,000 or more people are expected to attend the premises at any one time, please state the number expected to attend.

4,999

What licensable activities do you intend to carry on from the premises?

(please see sections 1 and 14 and Schedules 1 and 2 to the Licensing Act 2003)

Provision of regulated entertainment (please read guidance note 2)		Please tick all that apply
a)	plays (if ticking yes, fill in box A)	
b)	films (if ticking yes, fill in box B)	
c)	indoor sporting events (if ticking yes, fill in box C)	
d)	boxing or wrestling entertainment (if ticking yes, fill in box D)	
e)	live music (if ticking yes, fill in box E)	X
f)	recorded music (if ticking yes, fill in box F)	X
g)	performances of dance (if ticking yes, fill in box G)	
h)	anything of a similar description to that falling within (e), (f) or (g) (if ticking yes, fill in box H)	

Provision of late night refreshment (if ticking yes, fill in box I)	
Supply of alcohol (if ticking yes, fill in box J)	X

In all cases complete boxes K, L and M

A

Plays Standard days and timings (please read guidance note 7)			<u>Will the performance of a play take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				<u>Please give further details here</u> (please read guidance note 4)	
Tue					
Wed			<u>State any seasonal variations for performing plays</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of plays at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

B

Films Standard days and timings (please read guidance note 7)			Will the exhibition of films take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the exhibition of films (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for the exhibition of films at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

C

Indoor sporting events Standard days and timings (please read guidance note 7)			<u>Please give further details</u> (please read guidance note 4)
Day	Start	Finish	
Mon			
Tue			<u>State any seasonal variations for indoor sporting events</u> (please read guidance note 5)
Wed			
Thur			<u>Non standard timings. Where you intend to use the premises for indoor sporting events at different times to those listed in the column on the left, please list</u> (please read guidance note 6)
Fri			
Sat			
Sun			

D

Boxing or wrestling entertainments Standard days and timings (please read guidance note 7)			Will the boxing or wrestling entertainment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for boxing or wrestling entertainment (please read guidance note 5)		
Thur					
Fri			Non standard timings. Where you intend to use the premises for boxing or wrestling entertainment at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat					
Sun					

E

Live music Standard days and timings (please read guidance note 7)			Will the performance of live music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	X
				Both	
Mon			Please give further details here (please read guidance note 4) Amplified live music		
Tue					
Wed			State any seasonal variations for the performance of live music (please read guidance note 5)		
Thur					
Fri	13:00	23:00	Non standard timings. Where you intend to use the premises for the performance of live music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	13:00	23:00			
Sun					

F

Recorded music Standard days and timings (please read guidance note 7)			Will the playing of recorded music take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
Day	Start	Finis h		Outdoors	X
Mon				Both	
Mon			Please give further details here (please read guidance note 4)		
Tue					
Wed			State any seasonal variations for the playing of recorded music (please read guidance note 5)		
Thur					
Fri	13:00	23:00	Non standard timings. Where you intend to use the premises for the playing of recorded music at different times to those listed in the column on the left, please list (please read guidance note 6)		
Sat	13:00	23:00			
Sun					

G

Performances of dance Standard days and timings (please read guidance note 7)			<u>Will the performance of dance take place indoors or outdoors or both – please tick</u> (please read guidance note 3)	Indoors	
Day	Start	Finish		Outdoors	
Mon				Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the performance of dance</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the performance of dance at different times to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

H

<p>Anything of a similar description to that falling within (e), (f) or (g) Standard days and timings (please read guidance note 7)</p>			<p>Please give a description of the type of entertainment you will be providing</p>		
Day	Start	Finish	<p><u>Will this entertainment take place indoors or outdoors or both – please tick</u> (please read guidance note 3)</p>	Indoors	
Mon				Outdoors	
				Both	
Tue			<p><u>Please give further details here</u> (please read guidance note 4)</p>		
Wed					
Thur			<p><u>State any seasonal variations for entertainment of a similar description to that falling within (e), (f) or (g)</u> (please read guidance note 5)</p>		
Fri					
Sat			<p><u>Non standard timings. Where you intend to use the premises for the entertainment of a similar description to that falling within (e), (f) or (g) at different times to those listed in the column on the left, please list</u> (please read guidance note 6)</p>		
Sun					

I

Late night refreshment Standard days and timings (please read guidance note 7)			Will the provision of late night refreshment take place indoors or outdoors or both – please tick (please read guidance note 3)	Indoors	
				Outdoors	
Day	Start	Finish		Both	
Mon			<u>Please give further details here</u> (please read guidance note 4)		
Tue					
Wed			<u>State any seasonal variations for the provision of late night refreshment</u> (please read guidance note 5)		
Thur					
Fri			<u>Non standard timings. Where you intend to use the premises for the provision of late night refreshment at different times, to those listed in the column on the left, please list</u> (please read guidance note 6)		
Sat					
Sun					

J

Supply of alcohol Standard days and timings (please read guidance note 7)			Will the supply of alcohol be for consumption – please tick (please read guidance note 8)	On the premises	X
				Off the premises	
				Both	
Day	Start	Finish	State any seasonal variations for the supply of alcohol (please read guidance note 5)		
Mon					
Tue					
Wed					
Thur					
Fri	13:00	23:00			
Sat	13:00	23:00			
Sun					
			Non standard timings. Where you intend to use the premises for the supply of alcohol at different times to those listed in the column on the left, please list (please read guidance note 6)		

State the name and details of the individual whom you wish to specify on the licence as designated premises supervisor (Please see declaration about the entitlement to work in the checklist at the end of the form):

Name	████████████████████
Date of birth	██████████
Address	████████████████████ ████████████████████ ██████████
Postcode	██████████
Personal licence number (if known)	████████████████████
Issuing licensing authority (if known)	████████████████████

K

Please highlight any adult entertainment or services, activities, other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children (please read guidance note 9).

L

<p>Hours premises are open to the public Standard days and timings (please read guidance note 7)</p>			<p>State any seasonal variations (please read guidance note 5)</p>
Day	Start	Finish	
Mon			
Tue			
Wed			
Thur			
Fri	13:00	01:00	
Sat	13:00	01:00	
Sun			<p>Non standard timings. Where you intend the premises to be open to the public at different times from those listed in the column on the left, please list (please read guidance note 6)</p>

M

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b, c, d and e) (please read guidance note 10)

As per the Event Management Plan (EMP) and as per the Event Safety Advisory Group recommendations.

b) The prevention of crime and disorder

As per the Event Management Plan (EMP) and as per the Event Safety Advisory Group recommendations.

c) Public safety

As per the Event Management Plan (EMP) and as per the Event Safety Advisory Group recommendations.

d) The prevention of public nuisance

As per the Event Management Plan (EMP) and as per the Event Safety Advisory Group recommendations.

e) The protection of children from harm

As per the Event Management Plan (EMP) and as per the Event Safety Advisory Group recommendations.
--

Checklist:**Please tick to indicate agreement**

•	I have made or enclosed payment of the fee.	X
•	I have enclosed the plan of the premises.	X
•	I have sent copies of this application and the plan to responsible authorities and others where applicable.	X
•	I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable.	X
•	I understand that I must now advertise my application.	X
•	I understand that if I do not comply with the above requirements my application will be rejected.	X
•	[Applicable to all individual applicants, including those in a partnership which is not a limited liability partnership, but not companies or limited liability partnerships] I have included documents demonstrating my entitlement to work in the United Kingdom or my share code issued by the Home Office online right to work checking service (please read note 15).	

It is an offence, under Section 158 of the Licensing Act 2003, to make a false statement in or in connection with this application. Those who make a false statement may be liable on summary conviction to a fine of any amount.

It is an offence under Section 24b of the Immigration Act 1971 for a person to work when they know, or have reasonable cause to believe, that they are disqualified from doing so by reason of their immigration status. Those who employ an adult without leave or who is subject to conditions as to employment will be liable to a civil penalty under section 15 of the Immigration, Asylum and Nationality Act 2006 and pursuant to Section 21 of the same act, will be committing an offence where they do so in the knowledge, or with reasonable cause to believe, that the employee is disqualified.

Part 4 – Signatures (please read guidance note 11)

Signature of applicant or applicant’s solicitor or other duly authorised agent (see guidance note 12). **If signing on behalf of the applicant, please state in what capacity.**

Declaration	<ul style="list-style-type: none"> [Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15). The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, or have conducted an online right to work check using the Home Office online right to work checking service which confirmed their right to work (please see note 15)
Signature	██████████
Date	20/02/2026
Capacity	Director, Jarboom Ltd

For joint applications, signature of 2nd applicant or 2nd applicant’s solicitor or other authorised agent (please read guidance note 13). **If signing on behalf of the applicant, please state in what capacity.**

Signature	
Date	
Capacity	

Post town	██████████	Postcode	██████████
Telephone number (if any)	██████████		
If you would prefer us to correspond with you by e-mail, your e-mail address (optional)			
██████████			

Notes for Guidance

1. Describe the premises, for example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off-supplies, you must include a description of where the place will be and its proximity to the premises.
2. In terms of specific regulated entertainments please note that:
 - Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
 - Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
 - Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
 - Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
 - Live music: no licence permission is required for:
 - a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.

- Recorded Music: no licence permission is required for:
 - any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.
 - Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
 - Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.
3. Where taking place in a building or other structure please tick as appropriate (indoors may include a tent).
 4. For example the type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.
 5. For example (but not exclusively), where the activity will occur on additional days during the summer months.
 6. For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.
 7. Please give timings in 24 hour clock (e.g. 16.00) and only give details for the days of the week when you intend the premises to be used for the activity.
 8. If you wish people to be able to consume alcohol on the premises, please tick 'on the premises'. If you wish people to be able to purchase alcohol to

consume away from the premises, please tick 'off the premises'. If you wish people to be able to do both, please tick 'both'.

9. Please give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups or the presence of gaming machines.
10. Please list here steps you will take to promote all four licensing objectives together.
11. The application form must be signed.
12. An applicant's agent (for example solicitor) may sign the form on their behalf provided that they have actual authority to do so.
13. Where there is more than one applicant, each of the applicants or their respective agent must sign the application form.
14. This is the address which we shall use to correspond with you about this application.
15. Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be issued to an individual or an individual in a partnership which is not a limited liability partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have the right to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

They do this in one of two ways:

- 1) by providing with this application, copies or scanned copies of the documents which an applicant has provided, to demonstrate their entitlement to work in the UK (which do not need to be certified) as per information published on gov.uk and in guidance.
- 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Home Office online right to work checking service.

As an alternative to providing a copy of original documents, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth, will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be shared digitally. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copies of documents as set out above.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Data Protection: *Wiltshire Council will use this information for the purposes of The Licensing Act 2003 and related purposes. Any member of the public may examine the application form on request. Further information can be found at <http://www.wiltshire.gov.uk/community-safety-privacy-notice>*

You are providing your information to Wiltshire Council, contact details publicprotectionnorth@wiltshire.gov.uk. The Council's Data Protection Officer can be contacted via InformationGovernance@wiltshire.gov.uk. Your information is collected for the purpose of processing your licence application as required to fulfil the council's duties under the legislation, statutory or contractual requirement or obligation.

Legislation Context

Licensing Act 2003 for the processing of licensing applications and the prevention of fraud. The information may be shared with police, fire service and teams within Wiltshire Council, as statutory consultees, the Home Office to ascertain the right to work and HM Revenue and Customs, at their request, to identify potential fraud.



Section 14 of the Road Traffic Regulation Act 1984

Urgent Closure of: Dunch Lane (part), Melksham

WILTSHIRE COUNCIL HEREBY GIVE NOTICE that on 18th March 2026, the following length of road shall be closed to all traffic in the interests of public safety to enable M Group on behalf of Wiltshire Council to carry out carriageway patching and other associated works.

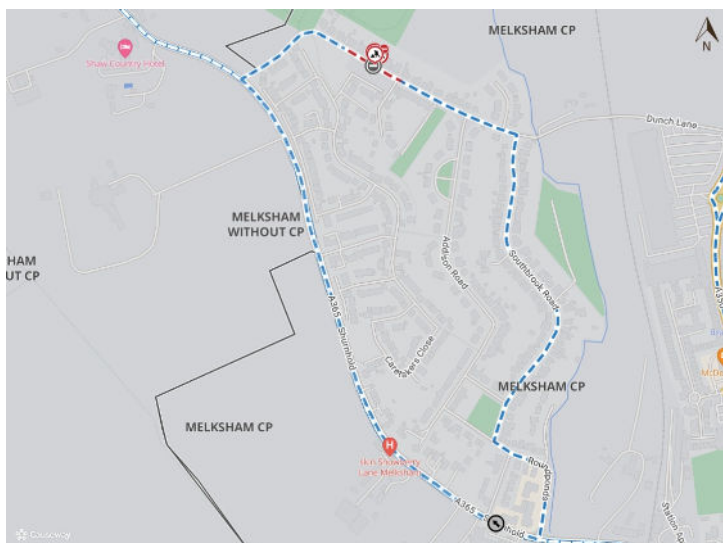
Dunch Lane (part), Melksham; from outside the property known as 74 Dunch Lane for approximately 95 meters East.

Alternative route: via Dunch Lane unaffected length, A365, Roundponds and Southbrook Road and vice versa.

The closure and diversion route will be clearly indicated by traffic signs. Access will be maintained for residents and businesses where possible, although delays are likely due to the nature of the works.

These works will commence on 18th March 2026 and are anticipated to be required for one day between the hours of 09:00 and 16:00. This Notice will have a maximum duration of 5 days.

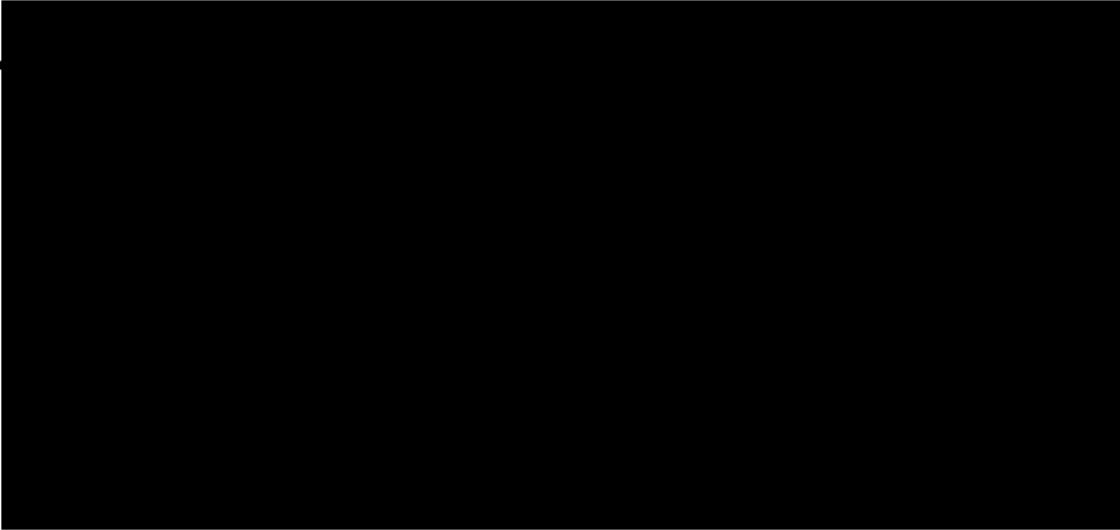
For further information regarding these works please contact M Group on behalf of Wiltshire Council on 07743984583.



Imagery © 2026 [MapTiler](#) | Imagery © 2026 [Hexagon](#) | © [MapTiler](#) © [OpenStreetMap contributors](#)

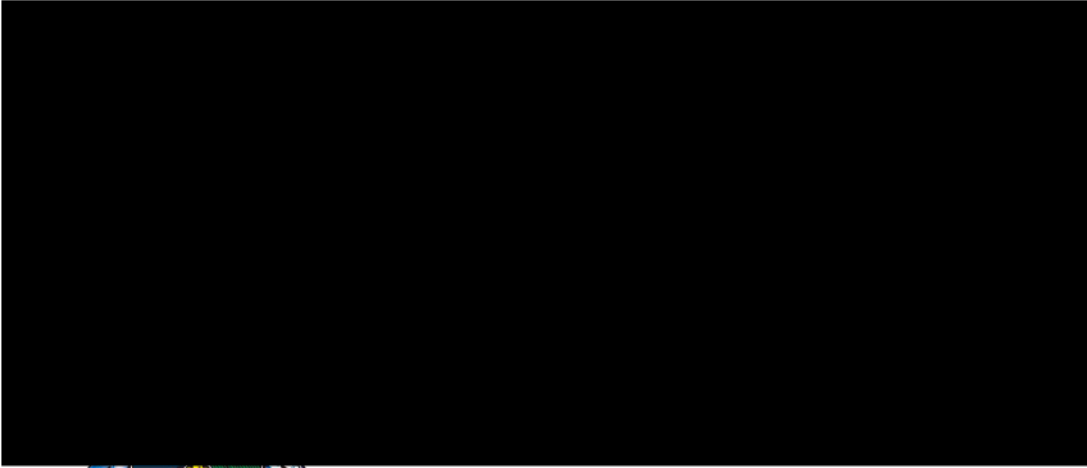
Highways Assets and Commissioning, County Hall, Bythesea Road, Trowbridge BA14 8JN

REF:26BOB463



Please add the information below to Ec Dev

Kind regards,



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

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Dear Clerk and Councillors,

Lime Down Solar Project – Open Floor Hearing

I am writing to urge your Parish Council to register to speak at the first Open Floor Hearing for the Lime Down Solar project on **21 April** in Chippenham.

This hearing is one of the most important opportunities for local parishes to place their concerns directly before the Planning Inspectorate's appointed Examiners. It is vital that Parish Councils are visibly and formally represented.

The Open Floor Hearing begins at 2.15pm on 21 April. Each registered speaker will be allocated a five-minute slot and may read a pre-prepared statement. Speakers can attend in person or via Teams.

In addition, we strongly encourage councillors to attend the Preliminary Hearing in the morning to demonstrate the strength and breadth of local concern from the outset.

Registration deadline: 9 March

Anyone wishing to attend in person or speak (either in person or on line) must register by 9 March using their Interested Party number (issued when submitting a Relevant Representation).

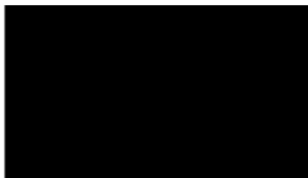
When registering to speak, councils will be asked to indicate the topics they wish to address. We would be grateful if you could also let us know your intended focus areas so that key issues across villages are covered effectively and without duplication.

Parish Councils carry particular weight in this process. Your voice, as the elected representatives of your community, will be influential.

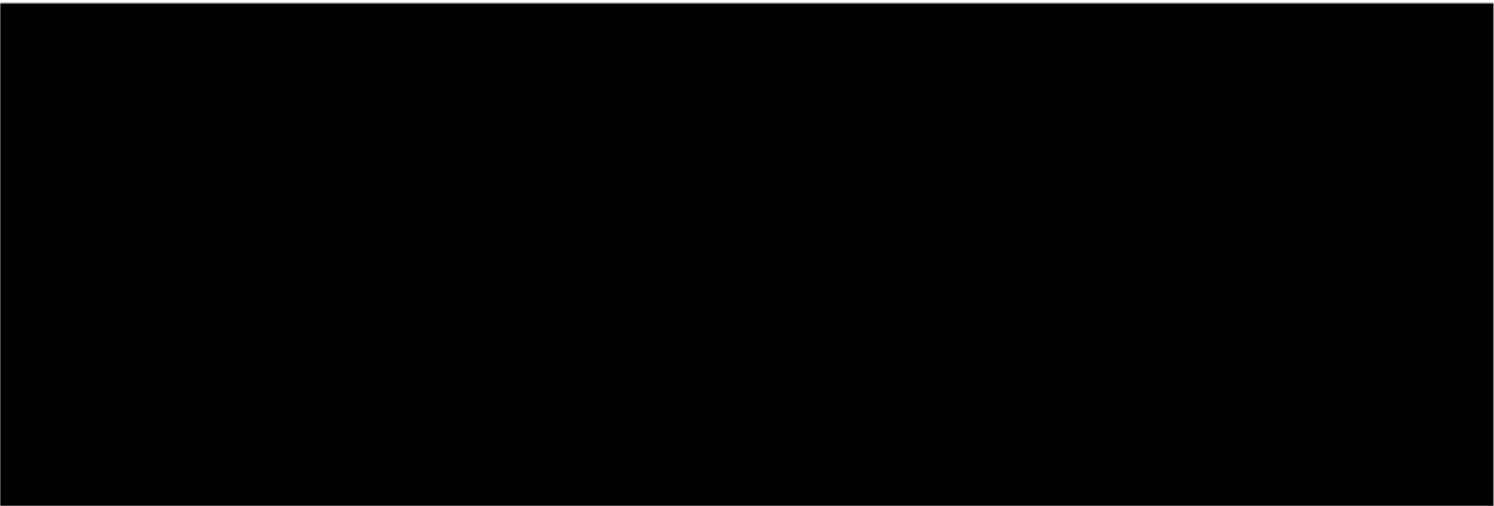
If you need assistance locating your Interested Party number or would like support in preparing a concise statement, please do not hesitate to contact us.

Thank you for your continued commitment to representing your residents.

Kind regards,



Committee Clerk



Thank you for your email and for setting out Melksham Town Council's concerns regarding the proposed £800,000 reduction in funding for the Parish Steward Programme. Your email has been passed to me for response in my capacity as Interim Director of Highways and Transport. I fully acknowledge the strength of feeling expressed by the Economic Development & Planning Committee and the value placed on the service delivered locally.

However, I would like to provide full reassurance that there will be no reduction in the Parish Steward Service. The Programme itself is not being scaled back, we are simply changing the way in which it is funded. Going forward, the service will be supported through a blend of revenue and capital funding, which more accurately reflects the nature of the work Parish Stewards undertake across our communities.

We remain fully committed to delivering the Parish Steward Service and we recognise the essential role it plays in maintaining the appearance, safety and overall condition of our towns and parishes. The dedication of Melksham's Parish Steward and the consistently positive impact of their work is well understood and highly valued. We also appreciate that, while volunteer groups provide invaluable support, they cannot replace the trained, equipped capacity that the Steward Programme offers.

Thank you again for taking the time to clearly set out the Committee's position. Please be assured that Melksham will continue to receive the same high level of Parish Steward support, with no change to the service you experience locally.

Kind regards



[Redacted text]

[Redacted text]



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



[Redacted text]

Good afternoon.

This email is intended for Ian Thorp (Leader), Mel Jacobs (Deputy Leader), Gavin Grant (Cabinet Member for Finance), Richard Clewer (Chair of Finance Committee), Jon Atkey (Vice-Chair of the Finance Committee) and Lucy Townsend (CEO). It has been cc'd to Ian Thorp (Parish Steward), Hayley Bell (CEO Melksham Town Council) and the members of the Economic Development Committee.

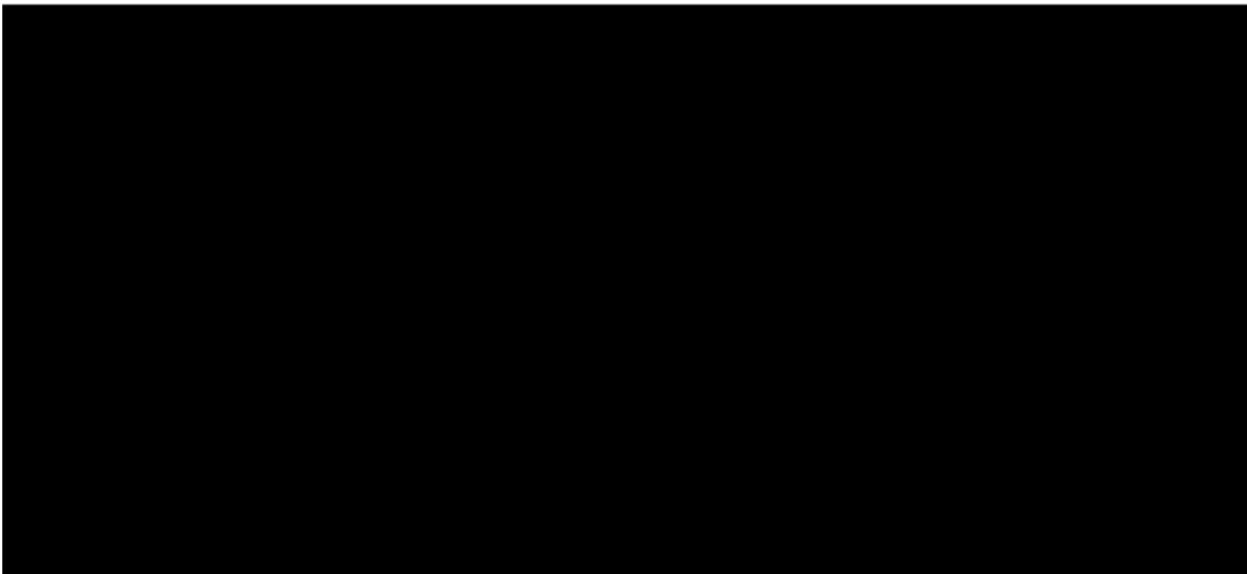
The Economic Development & Planning Committee of Melksham Town Council met on Tuesday 3rd February and discussed the proposed £800000 cut in funding for the Parish Steward Programme. I have been asked to pass on Melksham Town Council's extreme displeasure at this proposed cut.

The Parish Steward provides an essential service helping to keep Wiltshire clean and presentable. Melksham Town Council has nothing but praise for the efforts and dedication of our local Parish Steward. Although it is acknowledged that there are excellent local volunteer litter-picking groups, their efforts are limited by Health & Safety concerns.

It is felt that this reduction effectively spells the end of the Parish Steward service. Town and Parish Councils will no doubt be expected to step in and mitigate the loss. This will put considerable pressure on budgets, with a disproportionate pressure on smaller towns and parishes.

Melksham Town Council strongly feels that this proposed reduction should not be approved and ask that it be reconsidered.

Regards and thank you for your time.



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



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