



# Planning

**Agenda for** 02/06/26 @ 19:00

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**Melksham**  
TOWN COUNCIL



**Melksham**  
TOWN COUNCIL

**Tuesday 26 May 2026**

Dear Councillors S Rabey, R Cleary, P Alford, P Aves, A Griffin, J Oatley and C Stokes

## **Ref: Planning Meeting, Tuesday 2 June 2026**

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

Tuesday 2 June 2026, to be held at 19.00 in the Council Chamber, Melksham Town Hall, Market Place, Melksham, SN12 6ES.

The quorum for 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/mu6kdkdj> . 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 questions to [CEO@melksham-tc.gov.uk](mailto: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

## Planning Committee Terms of Reference

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 and volunteers to enable events to be run, who have 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 been delegated 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.



**Melksham**  
TOWN COUNCIL

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

### 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 approve the minutes of the previous meeting 19 May 2026  
(Local Government Act 1972, s. 12)
4. **Public Participation** 19.05 – 19.25  
To allow public participation, 3 minutes per person; 20-minute allocation.  
(Local Government Act 1972, s. 12)
5. **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).
6. **Planning Applications**  
To comment on the following planning applications
  - 6.1 **[PL/2026/02835](#)** - Removal/variation of conditions  
**Address:** 3 Lowbourne, Melksham, SN12 7DZ  
**Proposal:** Variation of condition 2 (approved plans) of planning consent PL/2023/05617 to remove the second floor accommodation, dormer windows, and rear Velux windows. Changes will result in a reduction in ridge height of 1.45m. There is also a proposed end gable window in plot nine. Removal of condition 8 attached to the parent permission, as the Velux windows are no longer required to implement the development  
**Respond by:** 12 June 2026



6.2 **PL/2026/01809** - Full planning permission

**Address:** Melksham Football and Rugby Club, Eastern Way, Melksham, SN12 7GU

**Proposal:** To enable the area of land known as Melksham Rugby and Football clubs, to hold Music Events and festivals.

**Respond by:** 5 June 2026

6.3 **PL/2026/02740** – Consent to display an advertisement

**Address:** Bowerhill Lodge, 382 Longleaze Lane, Melksham, SN12 6QJ

**Proposal:** Brick plinth with sign identifying care home with up lighting for night time visibility

**Respond by:** 19 June 2026

6.4 **PL/2026/02889** - Householder planning permission

**Address:** 3 Coburg Square, Melksham, SN12 7EP

**Proposal:** Reconstruction of existing single-storey rear outbuildings to form habitable accommodation, part two-storey front/side extension, erection of a front porch, and internal alterations.

**Respond by:** 18 June 2026

6.5 **PL/2025/06105** - Outline planning permission: Some matters reserved

**Address:** Land at Bowerhill Lane, Bowerhill, Melksham

**Proposal:** Erection of up to 50 No. dwellings and associated works. Revised plans and documents received

**Respond by:** 11 June 2026



7. **Planning Decisions**

To note the following planning decisions

7.1 **PL/2026/01884** - Householder planning permission

**Address:** 44 Longford Road, Melksham, SN12 6AT

**Proposal:** Proposed Replacement Rear & Side Extensions & Front Extension

**Decision date:** 12 Mayl 2026

**Decision:** Approve with Conditions

**MTC decision :** No objection

8. **Community Bus Information**

To note

9. **Road Safety Update**

To note.

10. **Notice of withdrawal of Wiltshire Local Plan Pre-Submission Draft 2020-2038**

To note.

11. **Parish Steward**

To consider jobs for the Parish Steward. In Melksham 9th-11th and 15th.

**Melksham Town Council**

**Minutes of the Planning Committee meeting**

**held at Melksham Town Hall on Tuesday 19 May 2026**

PRESENT: Councillor S Rabey Chair  
Councillor P Alford  
Councillor P Aves  
Councillor A Griffin  
Councillor C Stokes

IN ATTENDANCE

OFFICERS Andrew Meacham Committee Clerk

PUBLIC one member of the public was present and one member of the public was present virtually

**1/26 Apologies**

Apologies were received from Councillor Cleary.

**2/26 Declaration of Interest**

There were no declarations of interest.

**3/26 Vice Chair**

Councillor Stokes was nominated.

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

**UNANIMOUSLY RESOLVED** to appoint Councillor Stokes as Vice chair of the committee.

**4/26 Minutes**

The minutes of 28 April 2026, having been previously circulated, were approved as a correct record and signed by the Chair Councillor Rabey.

**5/26 Public Participation**

There was no public participation.

**6/26 PL/2026/02791**

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

**UNANIMOUSLY RESOLVED** to respond that Melksham Town Council has no objection to the application.

**7/26 PL/2026/02170**

While resident's concerns were understood, the comments of the Highway's Department dated 12 May 2026 and Drainage dated 28 April 2026 were noted.

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

**UNANIMOUSLY RESOLVED** to record that Melksham Town Council has no comment.

**8/26 PL/2026/02458**

The Chair summarised comments of Melksham Without Parish Council.

It was agreed that there was no objection in principle but there were concerns about the design of the store and landscaping, in view of its location at the edge of town towards open countryside.

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

**UNANIMOUSLY RESOLVED** to respond that Melksham Town Council does not object to the principle of the development but supports the comments of Melksham Without Parish Council on road layout, turning, footpath, cycle ways, bus stop, real-time traffic info. Melksham Town Council objects on design, materials used and landscaping. Request that applicants

- refer back to Policy 20 of the Joint Melksham Neighbourhood Plan and the Wiltshire Design Guide to bring forward an application which is more in keeping in appearance with the local vernacular.
- Improve landscaping, with a greater number of mature trees and foliage to provide better screening. (Joint Melksham Neighbourhood Plan Policy 18)
- Elevations with materials that are sympathetic to the rural setting.

**9/26 PL/2026/01809**

Standing Orders were suspended to allow the applicant to speak.

Members noted that last years event drew positive feedback.

Standing Orders were re-instated.

Members were concerned that the application did not make it clear that this was for the one event only and were concerned that approval would allow structures to be erected at any time in the future without further application.

Standing Orders were suspended.

Councillor Harris advised that Melksham Without Parish Council were not unanimous but there was a majority in favour.

Standing Orders were re-instated.

It was agreed to put this item back to the next meeting and seek clarification on the above point.

**10/26 PL/2026/02468**

Councillor Alford declared a non-pecuniary interest in that he knew the applicant personally.

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

**UNANIMOUSLY RESOLVED** to record that Melksham Town Council has no objection to the application.

**11/26 PL/2026/02664**

Highways comments were noted.

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

**UNANIMOUSLY RESOLVED** to object to the application on the grounds of restricted visibility at the junction with Kenilworth Gardens and the access to 17a & b behind the property.

**12/26 PL/2026/01555**

The comments from Thrings Solicitors were noted.

Members were concerned about the affordable housing mix and the Housing Enabling Teams comments were noted.

Members felt there was insufficient parking allocation.

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

**RESOLVED** to respond that Melksham Town Council has the following concerns

- that the affordable housing mix is not compliant, as detailed by the Housing Enabling Teams comments and does not meet identified housing needs.
- Revised plans for sewerage if permission cannot be obtained for the current plan
- Parking is insufficient
- MTC request early engagement with the Parish Council regarding transfer of Play Areas and s106 negotiations.

**13/26 PL/2025/07391**

It was agreed to support the comments of Melksham Without Parish Council.

**14/26 PL/2025/09766**

The decision was noted.

**15/26 PL/2025/09634**

The decision was noted.

**16/26 PL/2025/09165**

The decision was noted.

**17/26 PL/2026/01033**

The decision was noted.

**18/26 PL/2026/01034**

The decision was noted.

**19/26 PL/2026/01035**

The decision was noted.

**20/26 PL/2026/01061**

The decision was noted.

**21/26 PL/2026/06221**

Councillor Alford gave an update.

The decision was noted.

**22/26 PL/2025/07083**

The decision was noted.

**23/26 The Wiltshire Council Parish of Melksham Path No.103 Extinguishment and Definitive Map and Statement Modification Order 2026**

The item was noted.

**24/26 Lime Down**

The letter was noted.

**25/26 Parish Steward**

Brambles on Town Bridge.

Meeting closed at 20:15

Signed .....

Dated .....

[Redacted]

**From:**

[Redacted]

[Redacted]

**Subject:**

Re: PL/2026/01809 - Confirmation

Some people who received this message don't often get email from [Redacted] [Learn why this is important](#)

Much appreciated [Redacted]

Kindest Regards,

[Redacted]



[Redacted]

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@wtfwilts



**Company number 15576394**

I choose to work flexibly, so I may send emails outside traditional working hours. Please don't feel any pressure to respond outside your own schedule.

**From:** [Redacted]

**Date:** Wednesday, 20 May 2026 at 11:40

**To:** [Redacted]

**Subject:** RE: PL/2026/01809 - Confirmation

Dear [Redacted]

Thank you for your clarification.

For completeness, I can confirm that the description of development has now been amended to read:

“To enable the area of land known as Melksham Rugby and Football Clubs, to hold a Music Event and festival.”

This revised wording reflects that the application relates to a single event rather than multiple or ongoing events and will be taken into account as part of the assessment of the application.

Kind regards,

[Redacted]

Senior Planning Officer  
Development Management

**Wiltshire Council**

County Hall, Bythesea Road, Trowbridge, BA14 8JN

[Redacted]

Web: [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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**From:** [Redacted]

[Redacted]

**Subject:** Re: PL/2026/01809 - Confirmation

Dear [Redacted]

Thank you for your speedy response.

This application is for a one-time event, for the site to be used for Wiltshire Throwback Festival 2026. With the schedule listed within the EMP. There is no intention or requirement for Jarboom Ltd to use this land outside of this schedule.

Kindest Regards,

[Redacted]



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**Company number 15576394**

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**From:**



**Subject:** RE: PL/2026/01809 - Confirmation

Dear [Redacted]

Thank you for your email.

For clarity, this is your application, not one submitted by the Council. It is therefore for the applicant to clearly confirm whether the proposal seeks permission for a single event or for multiple events over time.

The current description of development is ambiguous and has led to the confusion you reference. Please confirm, in writing, whether the application relates to a one-off event only or whether it is intended to allow multiple events, and ensure that the application details are amended if necessary to accurately reflect your intentions.

Once this clarification is provided, it can be formally taken into account as part of the application process.

Kind regards,



Senior Planning Officer  
Development Management

**Wiltshire Council**

County Hall, Bythesea Road, Trowbridge, BA14 8JN



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**From:** [Redacted]

**Subject:** PL/2026/01809 - Confirmation

Dear [Redacted]

I hope that you are well.

Last night at Melksham Town Councils Planning meeting, there was confusion with the application PL/2026/01809, whether it be for an unlimited time application or a one year application, I understand the confusion where the application states:

"To enable the area of land known as Melksham Rugby and Football clubs, to hold Music Event(s) and festival(s)."

It is my belief and understanding that it is for this one event, as we don't require it for any longer outside of the dates of use stated.

Would you please be kind enough to confirm that this is for a one-time event?

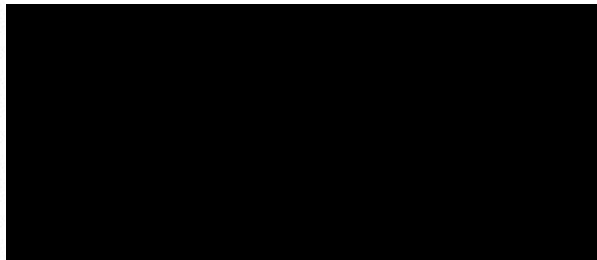
Kindest Regards,  
[Redacted]



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Wiltshire Council Disclaimer: <https://www.wiltshire.gov.uk/disclaimer>



## What is Melksham Area Community Transport?

**You may have seen our buses around the area and wondered what they are and what they are doing. These belong to Melksham Area Community Transport, a local charity. When talking to people in and around Melksham it seems there are many people who do not know about Melksham Area Community Transport and what they do.**

### **So how did the organisation start?**

The organisation was founded by a group of people who had realised there were many older people in Melksham who were often unable to get out due to lack of easily accessible transport. A charity was set up by the group to attempt to change the situation.

This group acquired a small minibus and started to provide transport for days out and for shopping trips. This provision has grown over the years and now the Charity has five buses and provides a variety of services to local people.

### **So what do we do now?**

1. Shopper buses – for bookings call the TIC

Trips to Devizes, Trowbridge or Chippenham on Thursday mornings. The bus can pick up from home, take passengers to one of these town centres where they can spend a couple of hours. The bus then picks them up again and transports them and their shopping home. The bus goes to each of these towns on a rotating schedule each week.

Pick-ups can be arranged for any local location including Central Melksham, Forest, Bowerhill, Broughton Gifford, Norrington Common, Whitley and Atworth. Check with the TIC for availability

Shopper bus to Sainsburys Melksham on Friday mornings. Picking up at home the bus goes to Sainsburys for about an hour, then returns passengers home.

The driver will help to get shopping to the door if needed, on request.

These buses are free for those eligible for a bus pass.

## 2. Travel Club

Through the year the Tourist Information Office Travel Club organise a day trip on a monthly basis. The bus goes to various destinations – Weymouth, Weston super Mare, Abergavenny and Wells and more. There is a charge for these days out.

For more information or to book a place on any of these please call the Tourist Information Office on 01225 707424 or drop in for a chat.

## 3. Buses for Schools, Care Homes, Social Clubs or Community Organisations

The Community Bus can be booked for groups to be taken to educational visits, sporting activities, days out trips for care homes, transport for social clubs etc. If you are a member of a group needing transport, get in contact through the Tourist Information Office who will put you in touch with the Community Bus Co-ordinator. There is a charge for these bookings.

## 4. Daily School Buses

Community Transport runs buses for students attending Corsham School from Holt, Broughton Gifford, Atworth and parts of Melksham where there is no viable alternative

### **So how might you be able to help?**

The organisation is a registered charity managed by a small group of voluntary Trustees who meet a few times a year.

Day to day running is the responsibility of the Co-ordinator, the Transport Manager and the marvellous group of drivers employed by the charity.

The Charity needs more voluntary Trustees to help steer the organisation and to ensure it continues to serve the Melksham Area community into the future.

**If you think you have some time to offer and could make a contribution or want to talk about hiring one of the buses please get in touch 01225 707424 or by email to**

**[info@visit-melksham.com](mailto:info@visit-melksham.com)**

**These are the email and phone number for the Tourist Information Office who will pass on any communication.**

# WILTSHIRE POLICE



## Road Safety update – Melksham Area Board



27 May 2026

Keeping Wiltshire Safe

# • #FATAL5 education



## Careless or inconsiderate driving

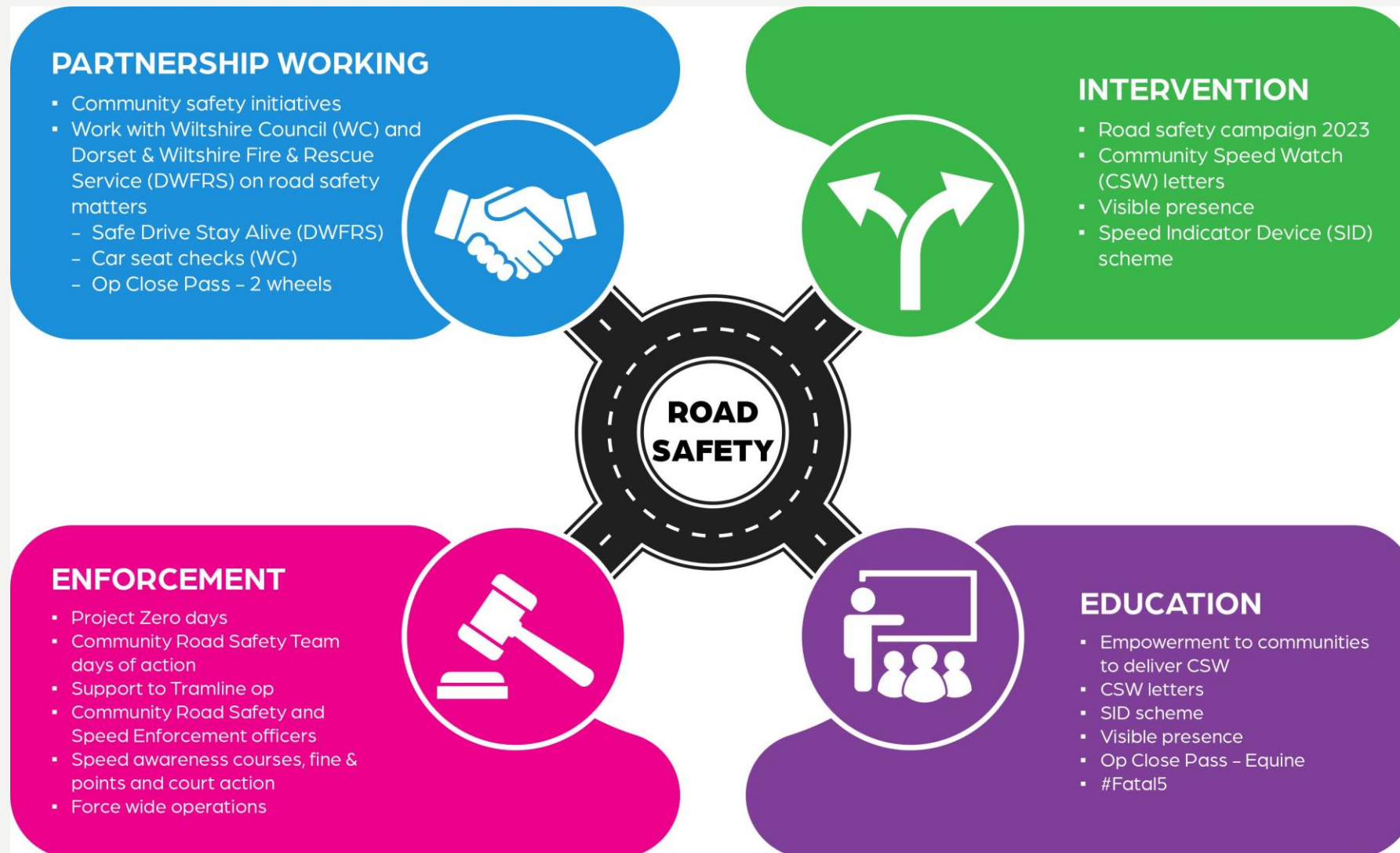
The offence of driving without due care and attention (careless driving) is committed when your driving falls below the minimum standard expected of a competent and careful driver, and includes driving without reasonable consideration for other road users.

### Some examples of careless or inconsiderate driving are:

- overtaking on the inside
- driving too close to another vehicle
- driving through a red light by mistake
- turning into the path of another vehicle
- flashing lights to force other drivers to give way
- misusing lanes to gain advantage over other drivers
- the driver being avoidably distracted by tuning the radio, lighting a cigarette etc
- unnecessarily staying in an overtaking lane
- unnecessarily slow driving or braking
- dazzling other drivers with un-dipped headlights



# • Community Road Safety Team; what we do



# Community Speed Enforcement Officers

CSEO's



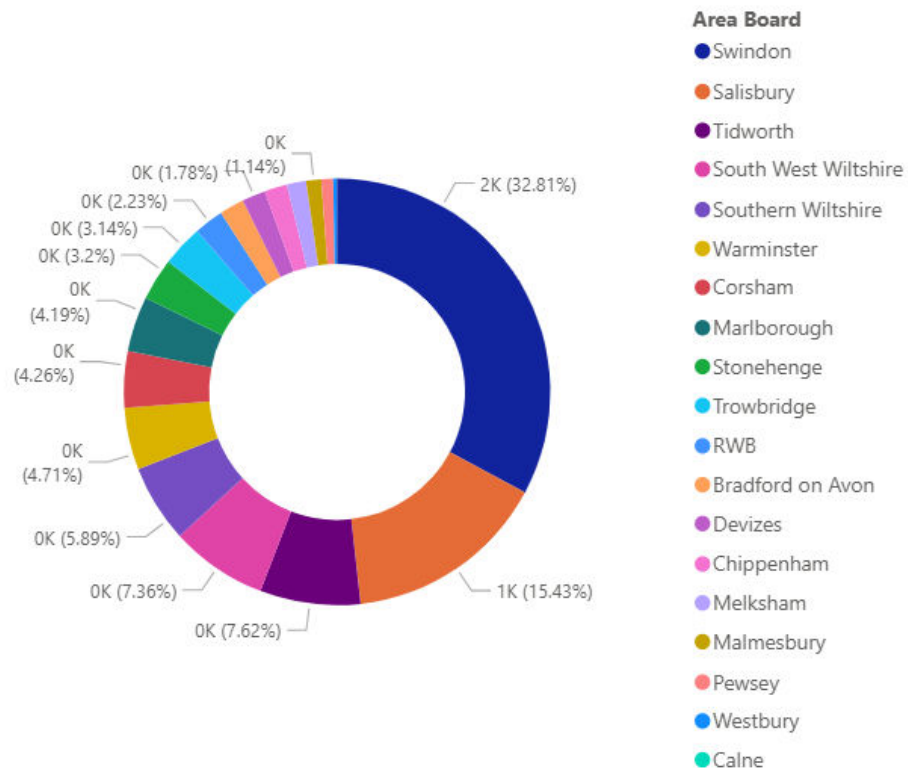
# • Speed enforcement – All of Swindon & Wiltshire



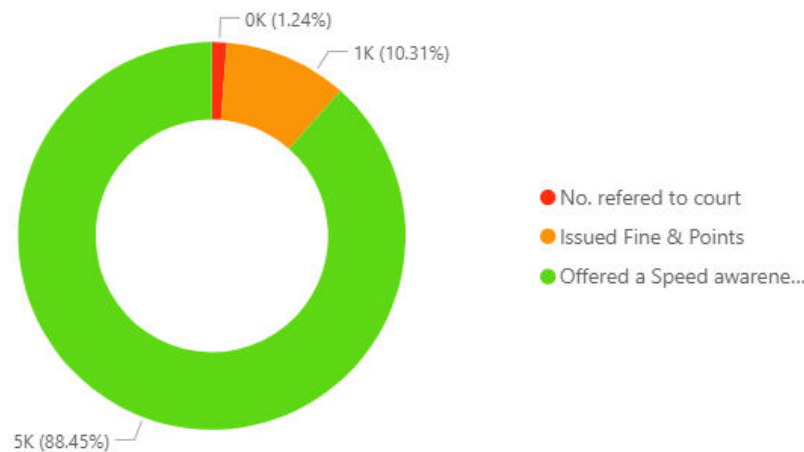
## Speed Enforcement January - April 2026



Visits by Area Board



No. offered a speed awareness course, issues with a fine and points, or referred to court



All subject to previous history and convictions

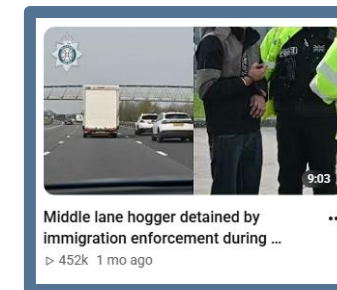
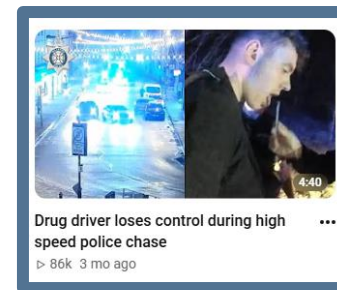
# • Speed enforcement – Melksham area



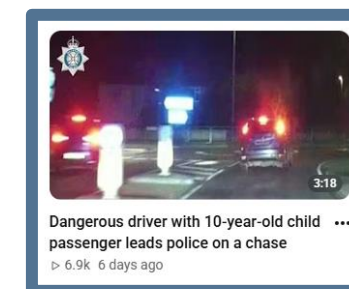
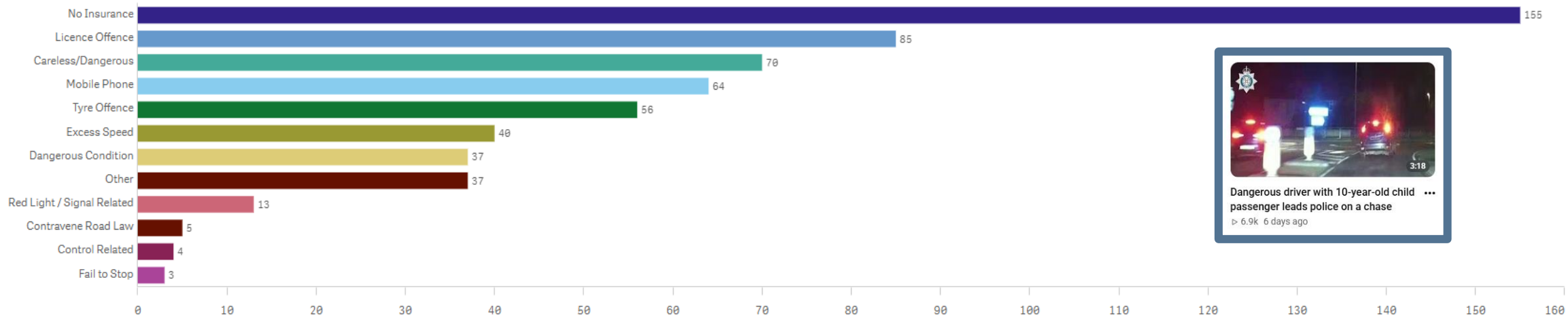
# • Roads Policing Unit (RPU)

RPU in a period covering **January** to end of **April** issued over **925 tickets** to motorists, for numerous road related offences.

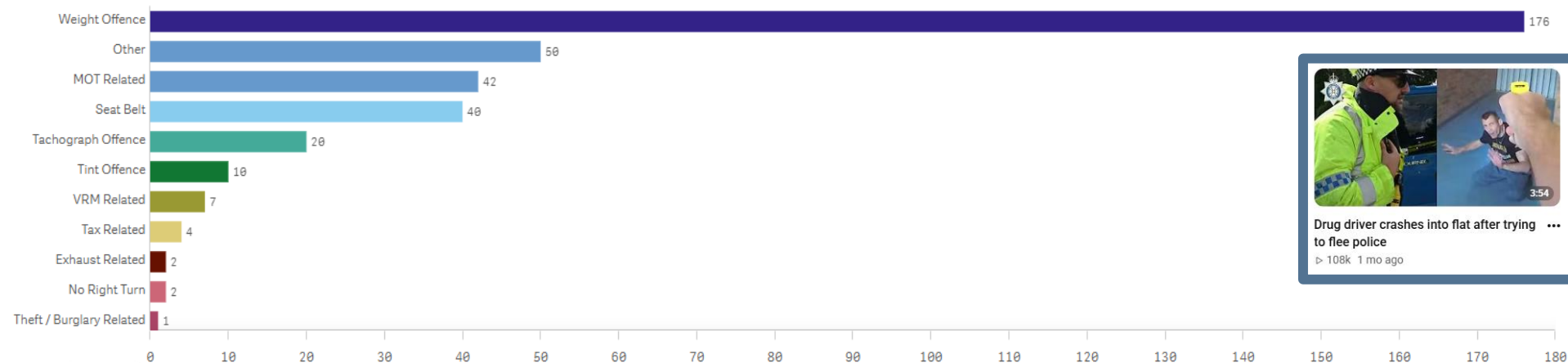
The most common offences they are enforcing are:



## Activity - Endorsable offences



## Activity - Non-Endorsable Offences



[Wiltshire Police – YouTube](https://www.youtube.com/user/WiltsPolice) - <https://www.youtube.com/user/WiltsPolice>

# • Roads Policing Unit (RPU)

RPU have supported numerous nationally lead operations lead by the National Roads Policing Operations, Intelligence and Investigations (NRPOII)



We took part in [OP Drive Insured](https://www.mib.org.uk/DriveInsured) | <https://www.mib.org.uk/DriveInsured> which links in with the Motor Insurers' Bureau (mib) to target those driving on our road uninsured to help make them safer. We sized **22** vehicles for no insurance during that week alone.

## Consequences of uninsured driving

1. £300 fixed penalty notice
2. Vehicle could be seized and crushed
3. Six points on licence
4. Potential unlimited fine and driving ban
5. £1,000 average premium increase for IN10
6. Impacted job prospects as convictions can show on background checks

## The economic impact of uninsured driving

- Every 4 minutes an uninsured vehicle is seized - over 158,000 seized in 2025
- £1 billion is the annual cost to the UK economy caused by uninsured drivers
- £240m paid out in compensation direct to victims of uninsured driving



In 2025, Wiltshire Police sized  
**1,254 vehicles**  
 for driving without insurance / driving licence

# • Your Force | Your Area | Follow us

For information on Road Safety in Wiltshire visit: [Road Safety \(wiltshire-pcc.gov.uk\)](https://www.wiltshire-pcc.gov.uk)  
<https://www.wiltshire-pcc.gov.uk/police-and-crime-plan/road-safety/>



[Melksham Town | Your Area | Wiltshire Police | Wiltshire Police](https://www.wiltshire.police.uk/area/your-area/wiltshire/trowbridge/melksham-town)

<https://www.wiltshire.police.uk/area/your-area/wiltshire/trowbridge/melksham-town>

[Melksham Rural South | Your Area | Wiltshire Police | Wiltshire Police](https://www.wiltshire.police.uk/area/your-area/wiltshire/trowbridge/melksham-rural-south)

<https://www.wiltshire.police.uk/area/your-area/wiltshire/trowbridge/melksham-rural-south>



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# Wiltshire Council



## **Notice of Withdrawal of Wiltshire Local Plan Pre-Submission Draft 2020-2038 (Regulation 19)**

Dated: 22 May 2026

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### **Planning and Compulsory Purchase Act 2004 (as amended) The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended)**

In accordance with regulation 27 of the Town and Country Planning (Local Planning) (England) Regulations 2012, as amended, this statement gives notice that Wiltshire Council has withdrawn the publication version of the Wiltshire Local Plan Review from the examination, following receipt of the planning inspectors' letters dated 27 February and 13 March 2026.

The Wiltshire Local Plan Review was submitted to the secretary of state for independent examination on 28 November 2024.

The resolution to withdraw the Wiltshire Local Plan Review from the examination was authorised at Wiltshire Council's Full Council meeting on 19 May 2026.

The withdrawal was made under the provisions of section 22 of the Planning and Compulsory Purchase Act 2004, which enables a local planning authority to withdraw a development plan document at any time up to its adoption.

Any questions regarding the withdrawal of the Wiltshire Local Plan Review should be directed to:

Strategic Planning Team:

County Hall  
Bythesea Road  
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All relevant documents relating to the withdrawn local plan will cease to remain available via the Wiltshire Local Plan Review (withdrawn) webpage after a period of six weeks from the date of this notice. The Wiltshire Local Plan Review (withdrawn) webpage and can be accessed via: [www.wiltshire.gov.uk/local-plan-withdrawal](http://www.wiltshire.gov.uk/local-plan-withdrawal)