



Planning

Agenda for 14/07/26 @ 19:00

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Melksham
TOWN COUNCIL



Melksham
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3 July 2026

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

Ref: Planning Committee Meeting, Tuesday 14 July 2026

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

Tuesday 14 July 2026, to be held at 19.00 in the Council Chamber, Melksham Town Hall, Market Place, Melksham, SN12 6ES.

The quorum for the Planning Committee 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/mvcv678h> . 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 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.



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 23 June 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/2026/03551](#) – Wiltshire Council R3
[Address:](#) Melksham Library, Lowbourne, Melksham, SN12 7DZ
[Proposal:](#) 55 extra care flats (C3) with ancillary care facilities, landscaping, access drive and parking, and related works including demolition of existing buildings
[Respond by:](#) 24 Jul 2026



6.2 [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: 15 Jul 2026

7. Planning Decisions

To note the following planning decisions

7.1 [PL/2026/02791](#)– Prior approval Part 1 Class A.1(ea): Larger home extension

Address: 1 Fieldfare Way, Melksham, SN12 7GD

Proposal: Single storey rear extension to dwelling. measuring approximately (w) 4.6m, (d) 3.2m, (height eaves) 2.3m and (height to ridge) 3.4m materials to match existing

Decision date: 15 June 2026

Decision: Prior Approval Not Required

MTC decision: No objection

7.2 [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 a Music Event and festival

Decision date: 17 June 2026

Decision: Refuse

MTC decision: Support as application for one off event. Request organisers to liaise with school and residents



7.3 [PL/2026/02468](#)– Full planning permission

[Address:](#) Annexe, 350 Snarlton Lane, Melksham, SN12 7QP

[Proposal:](#) Change of use of the annex to let

[Decision date:](#) 24 June 2026

[Decision:](#) Refuse

[MTC decision:](#) No objection

8. PROPOSED TRAFFIC REGULATION ORDER FOR CONSULTATION – Footpath 40, Melksham Cycle Track

Consultation period ends 3 August 2026

9. Premises Licence Application

Consultation period ends 29 July 2026.

10. Wiltshire Local Plan

To note the Notice of intention to commence preparation of a new Wiltshire Local Plan.

11. Wiltshire Council Speed Limit Policy

To note.

12. Temporary Road Closures

To note.

B3107 (Part), Holt (27.07.2026)

13. Parish Steward

To consider jobs for the Parish Steward and to note work done

July visit dates 10th, 13th & 14th. Next in Melksham 9th, 10th & 14th September.