



Planning

Agenda for 15/09/26 @ 19:00

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Melksham
TOWN COUNCIL



Melksham
TOWN COUNCIL

Wednesday 9 September 2026

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

Ref: Planning Committee Meeting, Tuesday 15 September 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 15 September 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/k2whshfu> . 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

To receive and consider acceptance for apologies and absences

(Local Government Act, 1972 s.85)

2. Declarations of Interest

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 25 August 2026.

(Local Government Act 1972, s. 12)

4. Public Participation

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/2026/04916](#) - Outline planning permission: Some matters reserved

Address: Land west of Semington Road, Melksham

Proposal: Outline application for up to 225 dwellings, with access from Semington Road, along with public open space and landscape buffers to incorporate existing rights of way and to accommodate the route of the proposed Melksham Link Canal (under separate application W/12/01080/FUL). Demolition and clearance of all existing buildings and structures on the site. All matters reserved other than vehicular access from Semington Road.

Respond by: 1 October 2026



- 6.2 [**PL/2026/04543**](#) – householder planning permission

Address: 37 Brecon Close, Melksham, SN12 7RZ

Proposal: Single story extension and garage conversion.

Respond by: 23 September 2026
- 6.3 [**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: 18 September 2026
- 6.4 [**PL/2026/05037**](#) – Prior approval Part 1 Class A.1(ea): Larger home extension

Address: 25 Crescent Road, Melksham, SN12 7EU

Proposal: Prior Notification of Larger Home Extension - Single Storey Rear Extension with Similar Wall Finish and a EPDM Low Pitch Flat Roof (to Extend 4m Beyond the Rear Wall of the Original Dwellinghouse, a Maximum Height of 3.20m with an Eaves Height of 2.50m)

Respond by: 21 September 2026
- 6.5 [**PL/2026/05437**](#) – Prior approval Part 1 Class A.1(ea): Larger home extension

Address: Land at Blackmore Farm, Sandridge Common, Melksham, SN12 7QS

Proposal: The proposed removal of hedgerow is anticipated following the Outline consent approved in 2025 (LPA Ref: PL/2023/11188), as demonstrated in the approved parameters plan, access and temporary construction access plans and ecology figures.

Respond by: 21 September 2026
- 6.6 [**PL/2026/04985**](#) – Householder Planning Permission

Address: 3 Wardour Place, Melksham, SN12 6AY

Proposal: Retrospective permission for conversion of garage into a downstairs bedroom

Respond by: 30 September 2026



6.7 **[PL/2026/03428](#)** – Householder Planning Permission

Address: 15 Windsor Avenue, Melksham, SN12 6BE

Proposal: Demolition of the existing rear extension, side extension and front porch, followed by the construction of new replacement extensions.

Respond by: 1 October 2026

6.8 **[PL/2026/05044](#)** – Householder Planning Permission

Address: 104 Dunch Lane, Melksham, SN12 8DX

Proposal: Full width rear flat roof extension, attic conversion with proposed rear dormer and new Velux rooflight.

Respond by: 1 October 2026

6.9 **[PL/2026/04912](#)** - Notification under Part 15 Class B of GPDO-2015

Address: Land at Bradford Road, Melksham, SN12 8LQ

Proposal: The installation of a relocated substation

Respond by: Notification only

7. Planning Decisions

To note the following planning decisions

7.1 **[PL/2026/04164](#)** - Consent to display an advertisement

Address: Town Hall, Market Place, Melksham, SN12 6ES

Proposal: Attachment of double sided White Ribbon Flag, Holocaust Memorial Day Flag, Progress Flag and Emergency Services Flag individually to existing flagpoles on building front on specific days or periods throughout the year.

Decision date: 27 August 2026

Decision: Approve with Conditions

MTC decision: No objection.



7.2 [**PL/2026/04004**](#) – Full Planning Permission

Address: Melksham Adventure Centre, Lowbourne, Melksham, SN12 7QU

Proposal: An infill extension, refurbishment for improved facilities and PV panels fitted to the roof.

Decision date: 3 September 2026.

Decision: Approve with Conditions.

MTC decision: No objection.

7.3 [**PL/2026/02295**](#) – Full Planning Permission

Address: 3 St Margarets Gardens, Melksham,

Proposal: Construction of an extension to children's nursery and alteration to front boundary fence to provide additional parking provision

Decision date: 2 September 2026.

Decision: Approve with Conditions.

MTC decision: 23/6 – note Highways comments and unable to support. 4/8 – No objection.

7.4 [**PL/2026/04682**](#) – Notification of proposed works to trees in a conservation area.

Address: 5 Church Walk, Melksham, SN12 6LY.

Proposal: Birch tree – fell.

Decision date: 1 September 2026.

Decision: No objection.

MTC decision: No objection.



7.5 [PL/2026/02170](#)– Removal/variation of conditions.

[Address:](#) Land at Longleaze Lane, Melksham, SN12 6QJ

[Proposal:](#) Vary Conditions 2,3,4,5,7,8,9,10,11,12,13,14 and 15 on PL/2023/06725 - Construction of elderly care home (Use Class C2) with associated access works, landscaping and drainage. Improvements to site access and Longleaze Lane/Snowberry Lane junction.

[Decision date:](#) 3 September 2026

[Decision:](#) Approve with Conditions

[MTC decision:](#) No comment

8. **Wiltshire Local Plan**

The Wiltshire Local Plan was discussed by Melksham Without Parish Council at a Full Council meeting on Monday 7 September 2026. Agenda items 8.1 – 8.5 below mirror agenda items for that discussion.

For decision on Melksham Town Council position and response to the Wiltshire Local Plan.

For decision on aligning with the position of Melksham Without Parish Council.

- 8.1 To receive and consider a report on the current planning context at national, Wiltshire and local level, including professional planning advice received, ongoing engagement with Wiltshire Council regarding the emerging Local Plan, and the implications for Melksham Town and priorities moving forward.
- 8.2 To agree council representation at meetings relating to the emerging Wiltshire Local Plan, including meetings with Wiltshire Council's Spatial Planning Team, Wiltshire Councillors and professional advisers, and to nominate attendees where required and questions to ask.
- 8.3 To consider an initial response to Wiltshire Local Plan scoping consultation (2nd - 30th September)
- 8.4 To consider a response to Wiltshire Council's Call for Sites (deadline for parish council suggestions 11th Sept & for landowners 30th September)
- 8.5 To consider submitting nomination for Melksham Neighbourhood Plan 2 to Community First Awards.



9. Freight Action Plan

To consider a response to Wiltshire Council's Freight Action Plan consultation (deadline 23 September 2026). <https://wiltshirefreight.commonplace.is/en-GB/>

10. Temporary Road Closure

To note.

10.1 C211 (Part), Holt

10.2 Western Way (part), Melksham

11. Provisional Tree Preservation Order

To note and for decision on whether to make objection or representation.

12. Parish Steward

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

Next in Melksham 12,13 & 14 October.