

17.7.23 Planning Agenda _____	2
AGENDA ITEM 08(a) Proposed Garage 489a Semington Road - Planning Enforcement Response _____	6
AGENDA ITEM 08(a) Proposed Garage 489a Semington Road - Resident correspondence(1) _____	7
AGENDA ITEM 08(a) Picture of garage at 489a Semington Road _____	8
AGENDA ITEM 08(b) - Re Former Waney Edge Cafe, Semington Road - Email from Enforcement _____	9
AGENDA ITEM 08(b) - Former Waney Edge Cafe, Semington Road (1) _____	10
AGENDA ITEM 09(b) Notes of Meeting with Living Spaces - 6 July 2023 _____	11
AGENDA ITEM 10(c) - Draft Wiltshire Design Guide Email _____	15
AGENDA ITEM 10(c) - Draft_Wiltshire_Design_Guide _____	16
AGENDA ITEM 11(a)(i) - Footpath to rear of Melksham Oak _____	18



## MELKSHAM WITHOUT PARISH COUNCIL

Clerk: Mrs Teresa Strange

First Floor  
Melksham Community Campus,  
Market Place, Melksham,  
Wiltshire, SN12 6ES  
Tel: 01225 705700

Email: [clerk@melkshamwithout-pc.gov.uk](mailto:clerk@melkshamwithout-pc.gov.uk)  
Web: [www.melkshamwithout-pc.gov.uk](http://www.melkshamwithout-pc.gov.uk)

Tuesday, 11 July 2023

To all members of the Council Planning Committee: Councillors Richard Wood (Chair of Committee), Alan Baines (Vice Chair of Committee), John Glover (Chair of Council) David Pafford (Vice Chair of Council), Terry Chivers, Mark Harris and Peter Richardson

You are invited to attend the Planning Committee Meeting which will be held on **Monday, 17 July 2023 at 7.00pm at Melksham Without Parish Council Offices (First Floor), Melksham Community Campus, Market Place, SN12 6ES** to consider the agenda below:

**TO ACCESS THE MEETING REMOTELY, PLEASE FOLLOW THE ZOOM LINK BELOW. THE LINK WILL ALSO BE POSTED ON THE PARISH COUNCIL WEBSITE WHEN IT GOES LIVE SHORTLY BEFORE 7PM.**

Click link here:

**<https://us02web.zoom.us/j/2791815985?pwd=Y2x5T25DRIVWVU54UW1YWWE4NkNrZz09>**

Or go to [www.zoom.us](http://www.zoom.us) or Phone 0131 4601196 and enter: **Meeting ID: 279 181 5985**  
**Passcode: 070920**. Instructions on how to access Zoom are on the parish council website [www.melkshamwithout.co.uk](http://www.melkshamwithout.co.uk). If you have difficulties accessing the meeting please call (do not text) the out of hours mobile: 07341 474234

**YOU CAN ACCESS THE AGENDA PACK HERE**

Yours sincerely,

Teresa Strange, Clerk



Serving rural communities around Melksham

## AGENDA

1. **Welcome, Announcements & Housekeeping**
2. **To receive Apologies and approval of reasons given**
3. **Declarations of Interest**
  - a) **To receive Declarations of Interest**
  - b) **To consider for approval any Dispensation Requests received by the Clerk and not previously considered.**
  - c) **To note standing Dispensations relating to planning applications.**
4. **To consider holding items in Closed Session due to confidential nature**  
*Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of business item (10a)iii) where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.*
5. **Public Participation**
6. **To consider the following new Planning Applications:**
  - [PL/2023/05030](#)**: Unit 3, Merlin Way, Bowerhill Industrial Estate. Extension to existing industrial unit to provide goods in and out area. Applicant Mark Anderson  
**Comments by:** 28 July 2023
  - [PL/2023/05398](#)**: Full Planning Permission. Land North of 224, Bath Road, Shaw. Retention of outdoor riding arena. Applicant Helen Roberts. **Comments by:** 4 August 2023.
  - [PL/2023/05457](#)**: 26 Maitland Place, Bowerhill. Conservatory to rear of house with tiled roof. Applicant Jamie Green. **Comments by:** 7 August 2023
  - [PL/2023/05461](#)**: Hampton Park West, Melksham. Proposed extension of open storage area, proposed parking lay by and associated works and retrospective permission for alterations to the boundary treatment. Applicant A L King Roofing Ltd **Comments by:** 8 August
7. **Revised Plans:** To comment on any revised plans on planning applications received within the required **timeframe (14 days):**
8. **Planning Enforcement:** To note any new planning enforcement queries raised and updates on previous enforcement queries.
  - a) **Planning Application PL/2021/06824:** Proposed garage 489a Semington Road. To note response from Planning Enforcement and subsequent correspondence from resident.
  - b) **Former Waney Edge Café, Semington Road:** To note correspondence from  
**Serving rural communities around Melksham**

Planning Enforcement.

9. **Current planning applications:** Standing item for issues/queries arising during period of applications awaiting decision.
- a) **Land West of Semington Road - Application for 53 dwellings (PL/2022/08155 Outline)**
  - b) **Land West of Semington Road - Appeal site to rear of Townsend Farm for 50 dwellings (PL/2023/00808 Reserved Matters)** To receive update following meeting with Luke Webb, Living Spaces on 6 July 2023.
  - c) **Blackmore Farm (Planning Application PL/2023/01949) – Outline permission with some matters reserved for demolition of agricultural outbuildings and development of up to 650 dwellings; land for primary school; land for mixed use.**
  - d) **Land at Verbena Court (Planning Application No PL/2023/03797): Modification of Planning Obligation Address: Land at Verbena Court, Melksham. Application to modify obligations contained within the S106 agreement relating to marketing land within the Local Centre pursuant to consented outline planning permission 04/01895/OUTES.**To note update with regard to 'Call in Request' by Wiltshire Councillor Mike Sankey and consider further action
10. **Planning Policy**
- a) **Neighbourhood Planning**
    - i) To note draft minutes of Steering Group Meeting held on 7 June 2023 (if received).
    - ii) Update on the Neighbourhood Plan Review and to consider any time critical requests before the next Steering Group meeting.
    - iii) Update on Neighbourhood Plan site selection.
  - b) **Local Plan Review: Cabinet Meeting 11 July: (Link to Cabinet Papers: <https://cms.wiltshire.gov.uk/ieListDocuments.aspx?CId=141&MId=14748>)**
    - I) To note report to [Cabinet](#) 11 July 2023.
    - II) To note [Pre Submission Draft](#) 2020-2038 (Appendix 1)
    - III) To note Schedule of Policies (Appendix 2)
    - IV) To note Planning for Melksham Document: [https://cms.wiltshire.gov.uk/documents/s216844/Planning\\_for\\_Melksham\\_July2023.pdf](https://cms.wiltshire.gov.uk/documents/s216844/Planning_for_Melksham_July2023.pdf)
  - c) **Draft Wiltshire Design Guide.** To consider a response to the consultation. [www.wiltshire.gov.uk/article/6110/Wiltshire-Design-Guide](http://www.wiltshire.gov.uk/article/6110/Wiltshire-Design-Guide)
11. **S106 Agreements and Developer meetings: (Standing Item)**
- a) **To note update on ongoing and new S106 Agreements**
    - i) **Hunters Wood/The Acorns:**
      - To note any updates on footpath to rear of Melksham Oak School.
    - ii) **Pathfinder Place:**
      - To note update on outstanding issues, including play area transfer.
  - b) **To note any S106 decisions made under delegated powers**

Serving rural communities around Melksham

**c) Contact with developers**

- i) To note feedback from Pre App meeting with Bloor Homes on 27 June 2023 regarding proposed development at New Farm.
- ii) To note feedback on Town Council pre app meeting with Aspire on 11 July regarding proposals for a care home on Longleaze Lane.

**Copy to all Councillors**

## Lorraine McRandle

---

**From:** Rivans, Natalie <Natalie.Rivans@wiltshire.gov.uk>  
**Sent:** 26 June 2023 09:30  
**To:** Lorraine McRandle  
**Subject:** ENF/2023/00490

Hi Lorraine,

In relation to the above. Currently there is no breach of planning control. The approved plan does not show any particular door to be installed and the owner is stating he is using ramps to get vehicles and in and out (sent a photos showing his car in the garage) however, I will be completing a further unannounced site visit once the garage has been completed to be sure this is being used as per the approval.

Kind Regards

**Natalie Rivans**

Planning Enforcement Officer  
Planning Enforcement Team  
Wiltshire Council  
Internal Tel: 15502  
External Tel: 01225 770502  
E-mail: [natalie.rivans@wiltshire.gov.uk](mailto:natalie.rivans@wiltshire.gov.uk)  
Website: [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

The views expressed in this e-mail represent an officer's opinion only and are not binding on any future decisions made by elected members of the Council or under powers delegated to officers.

-----

This email originates from Wiltshire Council and any files transmitted with it may contain confidential information and may be subject to Copyright or Intellectual Property rights. It is intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender and delete the email from your inbox. Any disclosure, reproduction, dissemination, modification and distribution of the contents of the email is strictly prohibited. Email content may be monitored by Wiltshire Council to ensure compliance with its policies and procedures. No contract is intended by this email, and any personal opinions expressed in this message are those of the sender and should not be taken as representing views of Wiltshire Council. Please note Wiltshire Council utilises anti-virus scanning software but does not warrant that any e-mail or attachments are free from viruses or other defects and accepts no liability for any losses resulting from infected e-mail transmissions. Receipt of this e-mail does not imply consent to use or provide this e-mail address to any third party for any purpose. Wiltshire Council will not request the disclosure of personal financial information by means of e-mail any such request should be confirmed in writing by contacting Wiltshire Council.

## Lorraine McRandle

---

**Subject:** FW: ENF/2023/00490

---

**From:** [REDACTED]  
**Sent:** 02 July 2023 19:01  
**To:** Teresa Strange <clerk@melkshamwithout-pc.gov.uk>; Lorraine McRandle <office@melkshamwithout-pc.gov.uk>  
**Cc:** Richard Wood <richard.wood@melkshamwithout-pc.gov.uk>  
**Subject:** Re: ENF/2023/00490

Hi Teresa

Picture from Sunday 2nd July as supporting evidence for the Parish Council regarding the owners intention not to use this development as a garage as originally intended but as living accommodation. In the RHS you can see a pallet of plasterboard sheeting. On the LHS is a pre made staircase. The property already has a staircase installed as per the original planning application. There is an outside chance that these materials are being stored for use in 489 or 489a Semington Road properties but somehow I doubt it. Please see attached photo.

Regards

[REDACTED]



**Picture of garage at 489a Semington Road**



## Lorraine McRandle

---

**Subject:** FW: Former Waney Edge Cafe, Semington Road

---

**From:** Rivans, Natalie <[Natalie.Rivans@wiltshire.gov.uk](mailto:Natalie.Rivans@wiltshire.gov.uk)>  
**Sent:** Tuesday, June 27, 2023 3:21 PM  
**To:** Seed, Jonathon <[Jonathon.Seed@wiltshire.gov.uk](mailto:Jonathon.Seed@wiltshire.gov.uk)>  
**Subject:** Former Waney Edge Cafe, Semington Road

Dear Jonathan,

In relation to the above. I have passed this matter to building control who are making contact with the owner to ensure this is made safe and secure. This is currently not something we would take action on by way of a 215, but hopefully building control making contact to ensure safety will prompt the owner to move forward with whatever plans they have.

Kind regards

**Natalie Rivans**

Planning Enforcement Officer  
Planning Enforcement Team  
Wiltshire Council  
Internal Tel: 15502  
External Tel: 01225 770502  
E-mail: [natalie.rivans@wiltshire.gov.uk](mailto:natalie.rivans@wiltshire.gov.uk)  
Website: [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

The views expressed in this e-mail represent an officer's opinion only and are not binding on any future decisions made by elected members of the Council or under powers delegated to officers.

-----

This email originates from Wiltshire Council and any files transmitted with it may contain confidential information and may be subject to Copyright or Intellectual Property rights. It is intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender and delete the email from your inbox. Any disclosure, reproduction, dissemination, modification and distribution of the contents of the email is strictly prohibited. Email content may be monitored by Wiltshire Council to ensure compliance with its policies and procedures. No contract is intended by this email, and any personal opinions expressed in this message are those of the sender and should not be taken as representing views of Wiltshire Council. Please note Wiltshire Council utilises anti-virus scanning software but does not warrant that any e-mail or attachments are free from viruses or other defects and accepts no liability for any losses resulting from infected e-mail transmissions. Receipt of this e-mail does not imply consent to use or provide this e-mail address to any third party for any purpose. Wiltshire Council will not request the disclosure of personal financial information by means of e-mail any such request should be confirmed in writing by contacting Wiltshire Council.

## Lorraine McRandle

---

**Subject:** FW: Former Waney Edge Cafe, Semington Road, Melksham - ENF/2023/00457

---

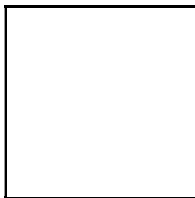
**From:** Teresa Strange <clerk@melkshamwithout-pc.gov.uk>  
**Sent:** Wednesday, June 28, 2023 5:44 PM  
**To:** Lorraine McRandle <office@melkshamwithout-pc.gov.uk>  
**Subject:** FW: Former Waney Edge Cafe, Semington Road, Melksham - ENF/2023/00457

What is a Section 215 notice?

Section 215 of the Town and Country Planning Act 1990 enables a Local Planning Authority (LPA) to serve a notice if they judge the condition of land or buildings to be harmful to the area. A typical application of a Section 215 notice is to require the tidying up of waste and detritus on open land.

---

**From:** Wiltshire Council <[planning@sf.wiltshire.gov.uk](mailto:planning@sf.wiltshire.gov.uk)>  
**Sent:** Thursday, June 8, 2023 12:11 PM  
**To:** Seed, Jonathon <[Jonathon.Seed@wiltshire.gov.uk](mailto:Jonathon.Seed@wiltshire.gov.uk)>  
**Subject:** Former Waney Edge Cafe, Semington Road, Melksham - ENF/2023/00457



<b>Reference No:</b>	ENF/2023/00457
<b>Site Location:</b>	Former Waney Edge Cafe, Semington Road, Melksham
<b>Complaint:</b>	Alleged breach of possible Section 215

Thank you for your recent communication in respect of the above.

The Council prioritises the investigation of alleged breaches of planning control according to the seriousness of the breach. We aim to visit most sites within ten working days of registration of the enquiry and advise you of our initial findings. However please note that in general, the case officer will not be able to respond to you until they have established whether there is a breach of planning control, as this is likely to delay their investigation.

The case officer will also contact you once the investigation is completed, however, please note that in some instances enforcement action may be prolonged and take several months to conclude, but be assured that every effort will be made to remedy any breach of planning control as quickly as possible.

**NOTES OF MEETING WITH LIVING SPACES ON  
THURSDAY, 6 JULY 2023 AT 11.00AM  
RE: LAND WEST OF SEMINGTON ROAD (SITE TO REAR OF TOWNSEND  
FARM (PL/2023/00808))**

**Present:** Councillor David Pafford (Vice Chair of Council)  
Councillor Alan Baines (Vice Chair of Planning)  
Councillor Mark Harris (Planning Committee Member)  
Lorraine McRandle (Parish Officer, Melksham Without)  
Luke Webb, Senior Planning Manager, Living Spaces

In the absence of Councillor Wood (Chair of Planning), Councillor Baines as Vice Chair of Planning chaired the meeting and welcomed everyone to the meeting, explaining the Parish Council following a Planning Committee meeting on 26 June 2023 had submitted comments to Wiltshire Council on the revised plans, reiterating previous concerns raised, particularly with regard to drainage of the site, access to rear of properties at Townsend Farm and manoeuvrability of bin lorries around the site.

Luke explained further revised plans were due to be submitted to Wiltshire Council for consultation, with the Drainage Strategy and calculations being resubmitted. The Drainage Strategy was the same one as submitted at outline stage; however, additional calculations would also be submitted. The plans also took onboard comments made by the Planning Officer with regard to layout, which were similar to those of the parish council in relation to materials, bin lorries and walking routes.

Members asked the following questions:

- Will all of the roads be adopted or will some be private driveways?

A: Understood the main spine road will be adopted, as well as any highlighted grey on the plan. The private drives will be put into a managed company ie Sovereign.

- Will there be adequate bin storage, for at least 2 bins, in strategic locations throughout the site on adopted highway and in locations, so as not to cause problems for residents in getting their vehicles out of their driveways and where vehicles could park, causing difficulties for bin lorries to manoeuvre?

A: Will make sure these are clearly marked on the revised plans. Could look at providing low level bollards in some areas to discourage people parking in certain areas, to enable bin lorries to manoeuvre more easily. Will also look at the level of visitor parking to make sure it is adequate, noting the recent revised plans provided the level of parking required in-line with Wiltshire Council's policy on parking standards (7 in total).

Will submit full tracking plans, which will track bin lorries and fire engines for example and include tolerances for vehicles parking on the side of the road.

- How will the site be marketed, given the potential for an adjoining development with access via this site.

A: Sovereign will be upfront with people about this and will be managed internally.

- Residents of Townsend Farm had raised concern at drainage of the site, as some are not on mains drainage and their septic tanks overflow onto site and access to the rear of the properties.

A: Meetings have taken place with residents of Townsend Farm to discuss the access to the rear of their properties, which they have rights to and will be retained and happy to provide and maintain this. In the fullness of time when handed over to Sovereign, there may be discussion on residents taking on future ownership.

In terms of drainage, discussions still ongoing about residents potentially coming into the site's mains drainage. However, will need to get the Drainage Strategy agreed with Wiltshire Council before any agreements and calculations can be done on that basis.

- What boundary treatments would be installed between the development and the rear access to Townsend Farm in order to discourage new residents from 'cutting through' in order to dispose of grass cuttings for instance to the rear of Townsend Farm.

A: At present 1.8m timber fencing proposed, nearer the road this would be larger for acoustic purposes.

Following comments from the Planning Officer, more stone walling and full render plots will be included in the revised plans.

The whole site will still be managed by Sovereign and they will make sure residents made there will be no access to the rear access to Townsend Farm.

## Highways

Luke explained whilst a footpath had been provided on the southern part of the entrance, Highways had requested a footpath be provided on both sides of the entrance road.

Luke explained there had been a comment by the Urban Design Officer regarding tree lined streets, therefore, some trees had been introduced to the spine road as much as possible in the revised plans.

Councillor Pafford asked that consideration be given to where these are planted, so as not to cause damage to properties, walls etc in future.

## Play Area

The Planning Case officer, had queried the provision of play equipment and a Local Area of Play (LAP) to the North West corner and whether it should be provided on this site or the adjacent site, if it were to come forward.

Luke explained he felt this site needed to be considered its own merits with Sovereign very keen to deliver a play area on this site and therefore had proposed the LAP remain.

Councillor Pafford agreed this site needed to be considered on its own merits and an area of play provided. However, if the adjacent site were to be developed then a bigger play area such as a Local Equipped Area of Play (LEAP) could be provided in this area.

It was noted the LAP was overlooked by a couple of properties, which were outward facing.

Councillor Pafford raised a concern the proposed area of play being located adjacent to the A350, suggesting a more suitable location would be on the Western boundary, particularly if the adjacent site were to be developed. as they could be joined together and create one bigger play area.

Luke expressed concern, given the space available on the Western boundary this could be difficult, but could look into this and have a linear approach with equipment dotted around.

Members felt a more secure fenced area was more suitable and secure.

Luke noted the previous concerns/objections by the Parish Council and stated he would like to get to a position, whereby he could remove some of these and sought guidance on what could be done to alleviate the concerns/objections raised.

Councillor Baines stated whilst the Parish Council had previously objected to the application, it had had gone to appeal and was approved, therefore, the Council needed to get the best out of the application for residents.

Councillor Pafford explained on commenting on the recent plans, the Council had felt there had been a few changes but no further movement with regard to drainage and access.

Councillor Baines noted one of the reasons the Planning Committee still wished the application to be 'called in' was the issue with Wiltshire Council and safe access to schools from this area, given there is no safe walking route to any school from this area. With the 'desire' route into town etc, one which Wiltshire have tried to discourage people from using, however, the alternative route was not easy to negotiate and not obvious. Access to the proposed new school at Pathfinder Way had no safe walking route and the secondary school was even further away.

Councillor Pafford highlighted inaccuracies within the Design and Access Statement with regard:

- Walking route to the station and the timing.
- Location of King George V playing field should be North and not South.
- Short walk to Melksham Forest. Forest is an area of the town, which is residential and also North of site and some distance away.

Luke explained he would undertake the following:

- Included Refuse Lorry strategy/bin collection points in the resubmission.
- Clarification on the Local Area of Play and positioning.
- Clarification of rear access to Townsend Farm
- Update on drainage with regard to Townsend Farm residents.
- Clarification on adoption of the roads (to be included in the revised plans)

Luke explained he hoped to submit the revised plans at the end of the following week, in order it could go to the August meeting of the Western Area Planning Committee, however, noted it may have to go to the next one.

It was noted the notes from this meeting would be included in the agenda pack for Planning Committee meeting on 17 July.

Luke explained as the Planning Officer was away and would not be able to circulate the revised plans to the Parish Council, in time for the 17 July Planning Committee meeting, if the plans could be submitted direct to the Parish Council, in order to comment on them, to enable the application to be considered at the Western Area Planning Committee in August.

Councillor Baines felt this would be appropriate and once the plans had been formally circulated by the Planning Officer, the Council 's comments would be submitted then.

However, it was noted the next Western Area Planning Committee was 2 August and therefore, this was too tight a timescale for the new revised plans to be considered in the relevant timeframe, in order to be called in to the 2 August meeting.

Meeting finished at 11.50am

## Lorraine McRandle

---

**Subject:** FW: STATUTORY CONSULTATION - 4 weeks July 3rd - July 30th DRAFT Wiltshire Design Guide

---

**From:** Glover, Emma <[Emma.Glover@wiltshire.gov.uk](mailto:Emma.Glover@wiltshire.gov.uk)>

**Sent:** 30 June 2023 13:10

**Subject:** STATUTORY CONSULTATION - 4 weeks July 3rd - July 30th DRAFT Wiltshire Design Guide

Dear Sir / Madam

### **Notice of consultation on Draft Wiltshire Design Guide Document.**

Wiltshire Council is consulting on a Draft Wiltshire Design Guide, which is intended to be a supplementary planning document and has been prepared to support the Wiltshire Core Strategy and the emerging Local Plan.

### **Consultation documents**

The Draft Wiltshire Design Guide and information on how to make comments will be published on 3<sup>rd</sup> July 2023 via the Wiltshire Council website at:

[www.wiltshire.gov.uk/article/6110/Wiltshire-Design-Guide](http://www.wiltshire.gov.uk/article/6110/Wiltshire-Design-Guide)

Hard copies of these documents will also be made available during normal opening hours at all libraries and at the three main council hubs (Monkton Park, Chippenham; County Hall, Trowbridge; Bourne Hill, Salisbury).

### **How to comment**

Comments are invited on the Draft Wiltshire Design Guide for 4 weeks from the 3<sup>rd</sup> – 30<sup>th</sup> July.

Comments can be made:

- Online via the Council's consultation portal: <https://consult.wiltshire.gov.uk/portal>
- By emailing [designguideconsult@wiltshire.gov.uk](mailto:designguideconsult@wiltshire.gov.uk) and requesting a form which will need to be returned to that email address.
- By post in writing to: Design Guide Consultation, Natural and Historic Environment Service, Wiltshire Council, County Hall, Bythesea Road, Trowbridge, Wiltshire, BA14 8JQ.

If responding by post, please use the forms that are available [online](#) and from the libraries and main council hubs.

### **Next steps and further information**

All comments received during the consultation period will be taken into consideration before the SPD is finalised and presented to the Cabinet and subsequently Full Council for adoption.

Should you require further information on the consultation, please email: [designguideconsult@wiltshire.gov.uk](mailto:designguideconsult@wiltshire.gov.uk) or telephone 01249 706 798.

**Details of a webinar and in-person event are on the website and at libraries. Please visit the website for the link to the webinar which will be made live prior to the event.**

Yours faithfully

**Sarah Valdus**

Environment Director  
Wiltshire Council

## Update on Draft Wiltshire Design Guide Briefing Note No. 23 – 19

**Service :** *Natural and Historic Environment*  
**Further Enquiries to:** [designguideconsult@wiltshire.gov.uk](mailto:designguideconsult@wiltshire.gov.uk)  
**Date Prepared:** 29 June 2023

We wanted to provide you with an update on our work to formally introduce a design guide for the county. If adopted, it will help to ensure that future developments in the county are consistently of a high quality-design.

### **What is the draft Wiltshire Design Guide?**

The draft Wiltshire Design Guide (WDG) has been structured around the '10 characteristics of good design', as described in the National Design Guide, and if adopted will be used as a supplementary planning document.

The process of creating the draft WDG has been based around the following objectives:

- To comply with a national government directive to produce up-to-date local design guidance that addresses local priorities and preferences.
- To ensure that the WDG advances the delivery of the council's Business Plan objectives and the Core Strategy in particular Core Policy 57.
- To ensure the WDG is not singularly focused on the appearance of new buildings and addresses all 10 characteristics of good design, as described in the National Design Guide. In doing so it will provide the framework for any additional local design guidance that may be produced as part of Neighbourhood Planning or through Village Design Statements.
- To create a more detailed level of good practice guidance than currently exists at a national level. This will ensure all Wiltshire is covered by comprehensive, local design guidance, which will have material weight when considering planning applications.
- To ensure the text and presentation of the WDG is clear, engaging and of practical use to a wide audience, ranging from members of the public to developers and designers.
- To create a document that developers can use to make more informed, early decisions when planning projects before they engage with the planning authority through a formal planning application process.
- To formally adopt the guidance as a Supplementary Planning Document (SPD), to ensure it has proper weight in planning and that this weight is publicly recognised.

The role of Neighbourhood Plans and Village Design Statements will remain important. These shall continue to incorporate design guidance that relates to specific neighbourhoods or sites and that cannot be covered in the county-wide WDG.



## **Consultation**

On 2 May 2023 Wiltshire Council's Cabinet approved the Wiltshire Design Guide for public consultation and to delegate to the Corporate Director Place in consultation with the Cabinet Member for Finance, Development Management and Strategic Planning, to finalise subsequent matters as required and take all necessary steps.

The statutory consultation gets under way from 3 July and will run for four weeks closing at 23:59 on 30 July. An official notice has been published in the local press, and the consultation will be regularly promoted through the council's communication channels for the duration of the consultation period.

The council will also be hosting an information webinar to talk about the draft WDG in more detail. The hour-long webinar, which is open to all, will take place at 6:30pm on 19 July and we'll share more information on that nearer the time. In addition, on 26 July from 10am- 5:30pm an Urban Designer will be available in-person to answer any questions at County Hall, Trowbridge.

Hard copies have been made available for reference in libraries.

### **Your role**

We'd be grateful if you could share details about the consultation with any community members and local networks that you feel would like to participate. Thank you for your support.

### **Next steps**

It is anticipated that following the period of public consultation the WDG will be brought back to Cabinet in due course with a view to being formally adopted.

### **More information**

If you would like more information about the draft WDG or would like clarification, please contact [designguideconsult@wiltshire.gov.uk](mailto:designguideconsult@wiltshire.gov.uk)

More information and the online survey will be available on the Wiltshire Council website at: [www.wiltshire.gov.uk/article/6110/Wiltshire-Design-Guide](http://www.wiltshire.gov.uk/article/6110/Wiltshire-Design-Guide).

## Lorraine McRandle

---

**From:** Teresa Strange  
**Sent:** 29 June 2023 14:55  
**To:** Andy Russell; David Pafford; John Doel; Rob Hoyle; Robert Shea-Simonds; Shona Holt; Stefano Patacchiola; Alan Baines; John Glover; Mark Harris; Richard Wood; Terrence Chivers; Peter Richardson  
**Cc:** Lorraine McRandle; Marianne Rossi  
**Subject:** FW: Request to advance footpath to rear of Melksham Oak school - 14/10461/OUT

Dear Councillors

Really good news!

It also proves that if you keep pushing and enlist the help of the local press, Wiltshire Councillor and MP that it does indeed seem to get things done.

Nick wants to make an announcement when all the bits are finalised, timeline etc. but the WC comms team had already let the Melksham News know... hence why I followed it up.

Please let me know if you have any quotable comments for the Melksham News.....

Kind regards, Teresa

---

**From:** Hampton, Kingsley <kingsley.hampton@wiltshire.gov.uk>  
**Sent:** 29 June 2023 13:52  
**To:** Teresa Strange <clerk@melkshamwithout-pc.gov.uk>  
**Cc:** Creedy, Allan <allan.creedy@wiltshire.gov.uk>; Linda Roberts (linda.roberts@melksham-tc.gov.uk) <linda.roberts@melksham-tc.gov.uk>; Holder, Nick <Nick.Holder@wiltshire.gov.uk>  
**Subject:** RE: Request to advance footpath to rear of Melksham Oak school - 14/10461/OUT

Hi Teresa,

We have managed to secure funding for the Melksham Oak path and we are currently taking this through the formal decision-making process.

Transport, lighting and ecology teams are now working on creating the final designs for the path which we can then put forward for planning permission.

Once we have the final designs, costings and permission for the path, we will look to schedule a programme for delivery.

Kind Regards

Kingsley

Kingsley Hampton  
Senior Transport Planner  
Sustainable Transport

**Wiltshire Council**



Tel: 01225 713482