

MINUTES of the Planning Committee of Melksham Without Parish Council held on Monday 18 July 2022 at Melksham Rugby Club, Oakfields, Eastern Way, Melksham, SN12 7GU at 7.30pm

Present: Councillor John Glover (Chair of Council), Councillor David Pafford (Vice Chair of Council), Alan Baines (Committee Vice Chair), Mark Harris & Richard Wood (Chair)

Officers: Teresa Strange, Clerk and Lorraine McRandle, Parish Officer

109/22 Welcome, Announcements & Housekeeping

Councillor Wood welcomed everyone to the meeting.

110/22 To receive Apologies and approval of reasons given

Apologies for absence were received from Councillor Pile who was on holiday and Councillor Chivers who was heeding the Government's advice regarding the extreme heat and staying indoors for health reasons.

Resolved: To approve and accept the reasons for absence.

111/22 Declarations of Interest

a) To receive Declarations of Interest

There were no declarations of interest.

b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered

None received.

c) To note standing Dispensations relating to planning applications

To note the Parish Council have a dispensation lodged with Wiltshire Council dealing with Section 106 agreements relating to planning applications within the parish.

112/22 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, where publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

There were no items for closed session.

113/22 Public Participation

None present.

114/22 To consider the following Planning Applications:

[PL/2022/04762](#): 12 Tangmere Close, Bowerhill. Erection of replacement fence.

Comments: No objection.

[PL/2022/04874](#): 129 Beanacre, Beanacre. A single storey extension to the rear of the house, and a replacement garage, including all other associated works (Full Plans)

Comments: No objection.

[PL/2022/04976](#): 129 Beanacre, Beanacre. A single storey extension to the rear of the house, and a replacement garage, including all other associated works. (Listed Building Consent)

Comments: No objection.

[PL/2022/05192](#): 7 Beeches Green, Shaw. Erection of single and two storey extensions.

Comments: No objection.

115/22 Revised Plans To comment on any revised plans received within the required timeframe (14 days)

None received.

116/22 Planning Enforcement: To note any new planning enforcement queries raised and updates on previous enforcement queries.

- a) To note response from Planning Enforcement regarding planning application PL/2022/02061: 12 Tangmere Close, Bowerhill. Erection of replacement fence following withdrawal by the applicant.

Members noted the comments made by the Planning Enforcement Officer regarding this application.

The Clerk explained she had noted the New Inn, Semington Road was due to open and had contacted Planning Enforcement for an update on the Council's recent enquiry regarding relevant planning permissions for the recent alternations to the pub.

117/22 Planning Policy

a) Neighbourhood Planning

- i) **To note minutes of Steering Group meeting held on 29 June (if available)**

Unfortunately, the minutes were unavailable, however, the Clerk had provided an update on the meeting at the previous meeting.

- ii) **To note actual spend vs budget on Melksham Neighbourhood Plan this financial year, and to consider any additional project spend**

The Clerk explained the Council had put £2,000 in the budget from general contingency reserves for the Neighbourhood Plan and had already gone over budget, with £3,522 expenditure already agreed, having gone to Full Council, following a quote of £21,743 from Place Planning Consultants to complete the Neighbourhood Plan review, (NB: some of this to be paid via grant funding of £10,000 from Locality, with the remainder split between both councils on a 30/70 split). The Clerk stated any further additional expenditure would go to Full Council for approval as the review progressed.

The Clerk explained the Planning Inspector in considering the Appeal for the 50 dwellings to the rear of Townsend Farm (20/07334/OUT) had mentioned there was no policy regarding protecting buffers between various settlements within the Neighbourhood Plan area and at a previous meeting Members had agreed to the inclusion of such a policy and for the Steering Group to employ a landscape architect to draw up the policy.

The Clerk clarified, the costs of employing a Landscape Architect would be under £3,000, and therefore, would be covered by lower Financial Regulations. The Government had also set planning consultant's fees for neighbourhood plans at £500 per day and on speaking to the Neighbourhood Plan Consultants, understood costs should come in under the £3,000 threshold, as it was anticipated only 2-2.5 days work would be required. The Council would only be paying their 30% share which would be approximately £625 and had also asked the Town Council to put this on an agenda for consideration.

The Clerk explained AECOM would also be providing technical support with design guides and the town centre masterplan and asked if Members were happy the Planning Consultants provide a brief for this work and guide the task groups/Steering Group through this process, given the work would be quite technical.

Discussion took place on the town centre masterplan and who would be guiding the town council through this process, as they had already employed a consultant to draw up a plan. Members were unclear of the brief of the consultant in undertaking this work and whether it would be useful to have sight of the contract/brief and expressed a concern the Neighbourhood Plan should not be delayed if the town centre master plan was not ready by the agreed timetable which should be highlighted to the town council.

Recommendation: To agree the 30% share of the costs associated with employing a Landscape Architect of approximately £625.

Place Studio, Planning Consultants be appointed in briefing AECOM on the design guides and town centre master planning and guiding the working group/Steering Group through this process; with the necessary cost implications.

iii) To reflect on responses to planning applications for review of the Neighbourhood Plan

The Clerk explained the Steering Group already had a Site Assessment Report by AECOM for the current Neighbourhood Plan and noted this was a good tool to refer to when commenting on planning applications and asked if Members wished her to re-look at responses to recent large planning application against AECOM's comments regarding sites and forward these comments to Wiltshire Council if not already done so.

Resolution: For the Clerk to review comments made on recent applications and to forward these to Wiltshire Council as additional comments.

iv) To note Steering Group have been successful in obtaining technical support packages for a Town Masterplan and Site Options & Assessments; and to consider the role of Place Consultants in relation to this work

Members noted the Steering Group had been successful in obtaining various technical support packages.

v) To approve further task group representatives

Whilst Councillor Harris was already on various task groups had requested if he could join both the Heritage and Town Centre Masterplan task groups.

The Clerk explained a representative from the Melksham Business Growth Group had expressed an interest in joining the steering group, however, there was already a business representative on the

group. Members suggested they could be invited to observe the meeting.

Councillor Pafford explained following the last meeting a Chair and Vice Chair had not been appointed and would be considered at the September meeting and wondered whether there was any merit in considering how many representatives from both councils were on the group in order to provide more representation, given attendance from steering group members at the last meeting across the board was low.

The Clerk informed the meeting that when sending out the minutes of the last meeting she would make it clear that whilst it is appreciated people have holidays and/or sick, it was imperative they try and attend the next meeting in order to vote in a new chair and vice chair which could not take place at the last meeting due to the lack of members at the meeting.

With regard to additional representatives these had previously been sought to no avail, however, the Steering Group could try again in seeking representatives by a media request.

Councillor Glover asked if the issue regarding 'dual hatted' members had been resolved.

The Clerk explained the Terms of Reference had been discussed at the last Steering Group meeting and amendments suggested with regard to 'dual hatted' membership and therefore there was an opportunity to discuss additional members from both councils with the revised Terms of Reference being on an agenda item for both Council's at the end of July.

Recommendation: Councillor Harris join the Heritage and Town Centre Masterplan task groups.

- b) To consider any responses received in relation to correspondence to Wiltshire Council/Government regarding the Planning Inspectorate's decision to approve the appeal for 50 dwellings on land to the rear of Townsend Farm, Semington Road (APP/Y3940/W/21/3285428)**

The Clerk explained there was no additional correspondence to report.

c) To note RTPI report on Rural Planning in the 2020s
<https://www.rtpi.org.uk/ruralplanning>

The Clerk explained she had not had an opportunity to fully read the document and therefore, it was:

Resolved: To defer this item to the next Planning meeting.

d) Development Design

The Clerk asked if she could add this item, following planning training the previous Friday, which Councillor Wood agreed.

The Clerk explained at the training it had been raised that under new legislation if developments were not well designed they should be refused and noted the Urban Design Officer in responding to the design for the 144 dwellings on Semington Road (PL/2022/02749) had stated how poorly designed it was and asked if Members wished her to forward a copy of the Urban Design report to Wiltshire Council quoting the new legislation.

Recommendations: To seek information on the new legislation and to forward a copy of the Urban Design report to Wiltshire Council regarding the planning application for 144 dwellings on Semington Road (PL/2022/02749) quoting new legislation in relation to poorly designed developments.

118/22 S106 Agreements and Developer meetings: (Standing Item)

a) To note update on ongoing and new S106 Agreements

i) Hunters Wood/The Acorns: Update on Footpath to rear of Melksham Oak School, Community Centre.

The Clerk explained there was no update despite chasing, but would contact Councillor Mike Sankey, Ward Member for Melksham East and Councillor Nick Holder, Ward Member for Bowerhill to see if they could expedite progress on this matter.

ii) Bowood View: To receive update on play area, bins, and management company

The Clerk explained various updates on the village hall were on the agenda for the Full Council meeting on 25 July and informed Members the public art would be on site in August. With regard to the extra piece of land for a patio, following a phone conversation with a representative of Bellway, this was looking promising.

The Clerk explained she was pursuing Bellway, Wiltshire Council and the Council's solicitors on the various delays on site and cost recovery.

iii) Pathfinder Way: To receive update on Play Area, Street works, Public Art, School

The Clerk explained despite reassurances from Taylor Wimpey, not all the street lights were working, however, Taylor Wimpey had appointed a Project Manager to oversee the outstanding work and would be meeting them on site the following day.

The Clerk explained a wooden barrier had been installed opposite one of the play area exits to stop children running into the attenuation pond and asked if Members were happy with this solution, which they agreed.

The Clerk explained she had been informed the outstanding works to the play area had been completed the previous Friday, however, this is not the case, with both herself and Councillor Baines having visited the site. Councillor Baines explained he had inspected the play area on Saturday and was happy with the barrier fencing erected, the grass had been cut all the way around the play area, however, the bins were overflowing and the maintenance gate was still to be completed and no signage had been erected.

Councillor Baines explained whilst the crossing near the play area over the A365 had been Heras fenced off, he had found it easy to get through and therefore others would do and for safety reasons this was unsatisfactory.

It was noted the crossings were still not up and running as promised, despite the electrics having been put in two weeks before.

The Clerk explained the hole for the public art with the RAF officers names had been dug in the wrong place and following a conversation with a representative of Taylor Wimpey earlier in the day had asked if this could be raised with Members of the Planning Committee for their views prior to it being installed. Members agreed they were happy with the revised location.

With regard to the location of the main public art panel, the Clerk explained an email had been sent earlier in the day to Members with a suggested location on Pathfinder Place near the current Pathfinder Place advertising board. Members agreed they were happy with the suggested location of the sign by the Clerk.

Councillor Glover sought confirmation when the works entrance to the site would be blocked off. The Clerk agreed to discuss this with the new Project Manager the following day.

With regard to the play area, the Clerk asked if Members wished for another post installation inspection to be undertaken at a cost of

approximately £350 or were happy with Wiltshire Council inspecting it prior to handover to the parish council. Members agreed they were happy for Wiltshire Council to undertake the inspection.

b) To note any S106 decisions made under delegated powers

The Clerk explained she had had a meeting with the Section 106 Officer at Wiltshire Council expressing the council's frustration at the delays at both Bowood View and Pathfinder Way and having to constantly chase the developers in order to get things done. The Section 106 Officer at Wiltshire Council also felt similarly and was therefore seeking further delegated powers in order to be more proactive in the future.

The Clerk asked if Members also wished to for this to be raised at a high level with Wiltshire Council's Planning department expressing the council's frustration and asking that both developers bond repayment is restricted until the works detailed in the s106 agreement are undertaken.

Recommendation: To write to Wiltshire Council's Planning department expressing the council's frustration with the developers of both Bowood View and Pathfinder Way and ask that both developers bond repayment is restricted until the works detailed in the s106 agreement are undertaken.

c) Contact with developers

There had been no contact from developers.

Meeting closed at 7.46pm

Signed.....
by the Chair, Full Council, 25 July 2022