

**MINUTES of the Planning Committee of Melksham Without Parish Council  
held on Monday 20 March 2023 at Melksham Without Parish Council Offices  
(First Floor), Melksham Community Campus, Market Place,  
Melksham, SN12 6ES at 7.00pm**

**Present:** Alan Baines (Vice Chair of Planning), John Glover (Chair of Council), Terry Chivers, Mark Harris and Peter Richardson

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

**In attendance via Zoom:** Councillor Richard Wood

**442/22 Welcome, Announcements & Housekeeping**

As Councillor Wood was attending the meeting via Zoom, Councillor Baines chaired the meeting.

**443/22 To receive Apologies and approval of reasons given**

Apologies were received from Councillor Pafford who was attending a Governor meeting at Melksham Oak School representing the parish council, and Councillor Wood who was feeling unwell, but joined the meeting via Zoom and was aware that he was not counted as present and could not vote.

**Resolved:** To note and approve the reasons for absence.

**444/22 Declarations of Interest**

**a) To receive Declarations of Interest**

For transparency, the Clerk stated that the Parish Council had mutual farm business tenancies with Boundary Farm, in that the Council rented land from the landowner for allotments in Berryfield and the parish council rented their land to the farmer, and advised Members that the parish council should declare an interest in planning application PL/2023/01508 as their interest was pecuniary.

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

The Clerk advised the Council that whilst declaring an interest in planning application PL/2023/01508 in relation to Boundary Farm they should award a dispensation to allow them to consider the application, which was not related to their tenancies, otherwise Members would not be able to comment on the application.

**Resolved:** The council award a dispensation for the parish council to consider planning application PL/2023/01508.

**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.

**445/22 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.*

The Clerk advised that items 10(a)(iii) and 11(a)(ii) be held in closed session for the following reasons:

10(a)(iii) Green Gap/Wedge Policy: The draft report produced by AECOM was not yet to be in the public domain as not yet verified or signed off by Locality.

11(a)(ii) Whitworth Play Area, Bowood View: Legal negotiations with Bellway.

**Resolved:** For items 10(a)(iii) and 11(a)(ii) to be held in closed session for the reason given by the Clerk

**446/22 Public Participation**

Standing Orders were suspended.

Wiltshire Councillor Nick Holder was in attendance and provided an update on the Pathfinder Place development including the non-completion of the footpath through to Birch Grove.

Councillor Holder explained the tender process for the provision of a new primary school at Pathfinder Place had been completed, however, was awaiting to hear who had been awarded the contract and understood a planning application would be coming forward in due course.

With regard to the footpath to the rear of Melksham Oak School an application for funding had been submitted to the Phase 4 of the Government Active Travel Fund Scheme and was awaiting to hear the outcome of this application, in order to complete the work.

Councillor Glover queried if the roadworks on the Eastern side of Pathfinder Way had a knock-on effect in that the access to the school and Maitland Place was also incorrect.

Councillor Baines clarified the entrance to Newall Road had been slightly widened and the radius of the entrance kerbs increased.

Councillor Glover queried if the entrance to Maitland Place and the school should also be similar, given on turning right from Maitland Place there was now a traffic island in the way and turning right coming up from A365 caused vehicles to be straight across the entrance to Maitland Place and looked awkward.

**Resolved:** To enquire with Wiltshire Council if there are proposals to undertake similar work on Maitland Place and the entrance to the school, similar to those undertaken on the entrance to Newall Road.

Standing Orders were reinstated.

**447/22 To consider the following Planning Applications:**

**[PL/2023/00636](#)**: Annexe, 113 Beanacre, Beanacre. Change of use of annexe to a self-contained dwelling - C3.

**Comments:** The Parish Council in commenting on the provision of annexes always ask for a condition that the annexe remains as part of the host building and not be sold at a later date as a separate dwelling. Therefore, as this application is for a change of use of an annexe to a self-contained dwelling, they object to this application.

**[PL/2023/00651](#)**: 183 Top Lane, Whitley. Installation of 20 Trina Vertex Solar Panels on associated field linked to property.

**Comments:** No objection.

**[PL/2023/01314](#)**: 1 Portal Road, Bowerhill. Erection of PV panels on the pitched roof of Herman Miller Limited. System Size: 583.2kWp (1440 x 405w panels) all anti-glare. Prior approval Part 14 Class J: Installation or alteration etc of solar equipment on non-domestic premises.

**Comments:** The parish council has no objection and welcomes this application as a supporter of renewable energy and recognises the investment proposed.

**[PL/2023/01382](#)**: The Dutch Barn, Old Loves Farm, Bowerhill, Bowerhill Lane. Change of use of building from agricultural to residential and conversion to annexe.

**Comments:** Whilst having no objection ask that a condition be included that the annexe remains part of the host dwelling and not sold as a separate dwelling in the future.

**PL/2023/01383**: Old Loves Farm, Bowerhill. Conversion of outbuilding to annex.

**Comments:** Whilst having no objection ask that a condition be included that the annexe remains part of the host dwelling and not sold as a separate dwelling in the future.

**PL/2023/01707**: Old Loves Farm, Bowerhill. Conversion of outbuilding to annex. Listed Building Consent.

**Comments:** Whilst having no objection ask that a condition be included that the annexe remains part of the host dwelling and not sold as a separate dwelling in the future.

**PL/2023/01508**: Boundary Farm, 620 Berryfield Lane. Retrospective replacement agricultural building and change of use to light industrial.

**Comments:** No objection.

**PL/2023/01526**: Little House, 123 First Lane, Whitley. T1- Horse chestnut: Reduce crown by approximately 2m, pruning to previous crown reduction pruning points. As cyclical management of a previously reduced crown and to maintain the tree to a size suitable for the context of the site. Consent under Tree Preservation Orders.

**Comments:** No objection.

**448/22 Revised Plans:** To comment on any revised plans on planning applications received within the required **timeframe (14 days)**

No revised plans received.

Councillor Holder left the meeting at 7.40pm

**449/22 Current planning applications:**

**a) Land West of Semington Road - Application for 53 dwellings (PL/2022/08155 Outline).**

**i) To receive feedback from Clerk's meeting with Wiltshire Council further to request for play area on development and consider the inclusion of a Trim Trail rather than Local Area of Play (LAP) and to consider if the Parish Council wish to adopt it.**

The Clerk explained she had spoken to the Section 106 Officer regarding the provision of a play area for this site, who had confirmed a play area for this site could not be requested as part of the Section 106 Agreement as there was not enough square meterage to trigger one. However, a trim trail could be requested rather than a Local Area of Play (LAP). The Clerk sought a steer from Members that if a trim trail was to be installed, if the parish council wished to adopt it.

The Clerk explained that she had learnt that play provision was a West Wiltshire District Plan saved policy in the current Wiltshire Council Core Strategy and therefore the level of play contributions from developers in West Wiltshire was not as high as in other areas of Wiltshire; this was something that the parish council may want to take up with Wiltshire Council and/or to check in the Local Plan review.

Frustration was expressed at a play area not being provided at this location, particularly as another 53 dwellings were proposed adjacent to this site and they were described as Phase 1&2 of the same development.

**Recommendation 1:** To request a children's trim trail be provided as part of a Local Area of Play (LAP) and constructed from recycled plastic or metal, given the experience of the parish council previously with wooden play equipment elsewhere.

**Recommendation 2:** Not to adopt the trim trail and to state, if a Local Equipped Area of Play (LEAP) were to be installed the parish could be interested in adopting it, provided it met with the parish council's design requirements.

**Recommendation 3:** To seek a playing field contribution for Bowerhill Sports Field.

7.50pm Councillor Shea-Simonds arrived for the next meeting.

**ii) To note response from Clara Davies, Head of School Place Commissioning to the council's concerns regarding safe walking routes to school.**

Correspondence had been received from Clara Davies in response to the Council's concerns at comments in the Education response to this application that there were safe walking routes to various schools in the vicinity of this development.

The Head of School Place Commissioning had confirmed, upon rechecking, that various schools were within a 2 mile safe walking route from the site. The Clerk replied to reiterate the Council's concerns at children having to cross the busy Western Way, with

the Head of School Place Commissioning stating people would use the pedestrian crossing on the dual carriageway on the A350 and one on Pathfinder Way, which were considered safe. All of the routes to the variety of primary schools required an A class road to be crossed.

Members expressed concern the routes highlighted by the head of School Place Commissioning were not the 'desire line' and resulted in circuitous routes to the various schools in the vicinity, which may put people off and therefore more likely to travel by car.

It was noted apart from one school stated in the report, the others were within 2 miles of the site.

The Clerk explained a Wiltshire Council School Places Strategy Report would be included on the Full Council agenda for 27 March, which Members may wish to comment on, particularly with regard to safe walking routes to school.

2 Members of public wishing to join the following meeting, arrived at this point.

- b) Land West of Semington Road - Appeal site to rear of Townsend Farm for 50 dwellings (PL/2023/00808 Reserved Matters). To receive feedback from Clerk's meeting with Wiltshire Council following request for play area on this proposed development and proposed wording for the s106 play area off site contribution.**

The Clerk explained on speaking to the Section 106 officer they had confirmed this site was at Reserved Matters and the Unilateral Agreement had already been signed. Therefore, a play area could not be requested at this stage. Taken in isolation from the adjacent site **PL/2022/08155**, it was also under the square meterage to trigger a play area.

Therefore, an off-site contribution had been requested with the Clerk stating she had asked for the word 'in the vicinity of' to be included in the Agreement, which meant it could be used at Bowood View, Berryfield Play Area or an eventual replacement Berryfield Play Area as a result of being relocated if the canal came through, and hoped Members were happy with the approach.

**Recommendation:** To approve the words 'in the vicinity of' being included in the Agreement for offsite play provision for this site.

- c) Land East of Semington Road - Development comprising the erection of 144 dwellings with informal and formal open space, associated landscaping and vehicular and pedestrian accesses of Semington Road. Applicant: David Wilson Homes. To consider**

**correspondence from David Wilson regarding reason (services easement) for gate opening onto Shails Lane (private road).**

The Clerk explained clarification had been sought on the reasons why a gate from the development had been proposed to open onto Shails Lane, with Cecelia Hughes, David Wilson Homes confirming the gate was required to allow service easements for water works and telecoms who currently had a legal right of access over Shails Lane, which applied to the land title and could not be removed. There were also existing buried services beneath the Southern end of Shails Lane which affected how access to the lane was managed.

It was noted a secure sliding or swinging gate was proposed with details to be confirmed.

**Recommendation:** To note with disappointment the response and to request the parish council and residents of Shails Lane be involved in the decision making on the design and height of the gate proposed.

**450/22 Planning Enforcement:** To note any new planning enforcement queries raised and updates on previous enforcement queries.

**i) Whitley Reading Rooms/Whitley Hub. To note update from Enforcement Officer.**

It was noted the Enforcement Officer proposed to close this case.

The Clerk explained Whitley Hub were hoping to apply for pre application advice for a cabin in order to provide a village shop in the car park of The Pear Tree pub and may approach the parish council to submit the application on their behalf, in order to save on the cost of the application and would be on the Full Council agenda for consideration.

**ii) New Inn, Semington Road**

The Clerk explained she had been in discussions with a resident who had concerns relating to the New Inn with regard to the accumulation of rubbish, including cooking oil containers, noise and light pollution and therefore had advised they approach Public Protection for support with these issues.

The resident had also raised concerns relating to a few planning issues, such as building works and whether the relevant permissions had been granted.

Members agreed that they supported the village pub and wanted it to remain open, just for them to be a good neighbour.

During this item a member of the public arrived in order to attend

the following meeting.

**iii) 1 Eden Grove, Whitley**

Whilst outline planning permission had been approved, the reserved matters application for 1 dwelling on land adjacent to 1 Eden Grove was yet to be approved, however, there was evidence of building works taking place.

Councillor Terry Chivers stated he had already reported this matter to Enforcement.

**Recommendation:** To request Planning Enforcement investigate.

**451/22 Planning Policy**

**a) Neighbourhood Planning**

**i) To note Minutes of Steering Group meeting held on 25 January 2023 and 22 February**

Members noted the Steering Group minutes of 25 January and 22 February.

**ii) Update on the Neighbourhood Plan Review and to consider any time critical requests before the next Steering Group meeting.**

The Clerk explained unfortunately the Site Assessment Report had not yet been received and was due to be reviewed by the Housing Task Group later this week but would keep the Housing Task Group updated.

**iii) Update following meeting with Semington Neighbourhood Plan Steering Group regarding collaborative working on a Green Gap/Wedge policy.**

Whilst it was suggested at the beginning of the meeting this item be held in closed session, guidance was sought from the Clerk if Members were happy to proceed with this item whilst members of the public were present, which was agreed.

Those who had been involved in discussions regarding a Green Gap/Wedge policy stated they were happy with what had been said at the various meetings.

The Clerk confirmed following discussions, AECOM had agreed to include the information received as an appendix in their final Green Gap/Wedge report.



**iv) To reflect on responses to planning applications for review of the Neighbourhood Plan.**

There were no responses to recent planning applications for review of the Neighbourhood Plan.

**452/22 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**

The Clerk clarified at a recent meeting it had been stated the costs associated with installing the footpath had increased due to the input of both the parish and town council. However, the officer responsible for the project had confirmed they were not aware of any input from both councils which impacted on the costs of this potential scheme.

With regard to the Council's request the footpath be installed without the crossing in the interim, confirmation had been received from Wiltshire Council the footpath could not be open without the Toucan crossing, for safety reasons and building the path and then deconstructing to implement a lighting scheme would not be cost effective and require further funding.

**iv) Bowood View:**

Whilst it was suggested at the beginning of the meeting this item be held in closed session, guidance was sought from the Clerk if Members were happy to proceed with this item whilst members of the public were present and bearing in mind the recording of the meeting would be available on YouTube which the developers could also watch.

Members stated they were happy to continue this item with members of the public present.

- **To note correspondence regarding non achievement of Practical Completion Certification of Whitworth play area and consider next steps.**

The Clerk clarified Practical Completion of the play area had still not been achieved. The developers had erected Heras fencing around the play area to more securely lock the play area the previous week.

The developers had also written again to say the play area was the responsibility of the parish council, with the Clerk writing back to confirm it was not the parish council's responsibility as it had not legally been transferred to the parish council.

- **To consider legal queries relating to land transfer of Whitworth Play Area.**

The Clerk explained two questions had been raised by the parish council with regard to the following:

- The right to surface the extended margin past the fence line in the land Transfer.

However, the developer had come back to say it was not their land and to contact the management company. The Clerk had done this, with the directors of the Bowood View (Melksham) Management Company Ltd, agreeing that this would be a useful addition and had no issue with it, which had been fed back to the council's solicitors.

- The council had also asked if the tarmac path could be included as a condition of the land transfer to make sure it was completed.

With the developer saying no to this request.

The Clerk explained if there were no other queries it would be for the Full Council to approve and to sign the transfer document the following week.

Councillor Glover queried if the land transfer document could be signed, given Wiltshire Council had not issued the Completion Certificate for the play area as yet.

The Clerk clarified that Wiltshire Council did not think the developers would complete the outstanding issues and therefore were seeking the guidance of the parish council, as they could issue a Practical Completion Certificate stating the play area had reached its completion stage to then go on to the next stage i.e., adoption by the parish council.

Councillor Wood felt it was important to take over the play area, bearing in mind a verbal agreement had been received from the developers that they would install a tarmacked footpath in the play area.

Several members expressed concern at the issuing of a Practical Completion certificate, without all the concerns raised

by the Wiltshire Councillor officer responsible for signing off on play areas being completed but felt this was a debate to be had at the Full Council meeting on 27 March.

It was noted the Wiltshire Council Officer had provided a list of outstanding issues on the public open spaces, which were still awaiting Practical Completion certification too.

- **To note hedge between village hall and public open space has been planted in space for potential terrace/patio and consider next steps.**

Members noted a hedge had been planted between the village hall and public open space despite the parish council requesting one not be planted at this location.

It was noted the Bowood View (Melksham) Management Company Ltd were happy with the parish council's proposal for a patio outside the village hall. The Clerk explained she had therefore requested that the planting be moved to the edge the new planned patio but with a gap for users of the village hall to access the public open space easily from the patio; this would be included in the scope of works for the patio to be built.

- **To note that noticeboards have been erected for Wilts & Berks Canal Trust info, and boards have also been manufactured by the Wilts & Berks Canal Trust and consider next steps**

The Clerk explained that Bellway had been asked to provide interpretation boards for the historic line of the Wilts & Berks Canal running through the development, despite that archaeological condition being removed from outline to Reserve Matters approval. This was some years ago with no response but they have just suddenly appeared on site, albeit empty noticeboards x 3. The Wilts & Berks Canal Trust in the meantime had provided 2 x interpretation boards at their expense and had asked to install them.

The Clerk explained that she had suggested a meeting with the Bowood View (Melksham) Management Company Ltd on a number of outstanding queries/projects and this could be something to discuss with them, in order to reach a solution on this, as well as other issues. The Management Company had confirmed a meeting was being arranged with residents, with the management company suggesting perhaps the parish council could go to this meeting instead to discuss the outstanding issues.

Councillor Baines suggested the best solution would be to swap those noticeboards installed by Bellway with those from the Wilts & Berks Canal.

**v) Pathfinder Place:**

- **To note latest update from Wiltshire Councillor Nick Holder/Taylor Wimpey on outstanding issues.**

Members noted the correspondence provided by Councillor Holder which was encouraging.

- **To note the Davey play area has achieved Practical Completion certification from Wiltshire Council and so can now move to legal transfer of land.**

Members noted the Davey Play area had received its Practical Completion Certificate, therefore the legal transfer to the parish council can now go ahead.

**Recommendation:** To request the maintenance contribution be released to the parish council.

- **To note parish council noticeboard found in site yard, and now installed opposite Shaw School.**

The Clerk confirmed the lost parish council noticeboard at the Taylor Wimpey site had now been found, some years later, but was still intact and in good condition. As it needed collecting quickly from site, she had arranged for the board to be installed to replace the old one opposite Shaw School, with a set of legs being stored at the allotment shed, to avoid the cost and effort of double handling the noticeboard.

**b) To note any S106 decisions made under delegated powers**

None.

**c) Contact with developers**

- i) **To approve the notes of meeting held on 8th March with Catesby Estates regarding a site to the East of Melksham (Snarlton Farm) c300 dwellings and to consider any Rights of Way requests)**

In line with pre application protocol, the notes of the meeting held with Catesby Estates on 8 March are included in the minutes below:

Those present at the meeting included, Councillors Wood, Baines, Pafford, Harris, Richardson, the Clerk and Parish Officer, Councillors Aves and Cooke and the Town Clerk from Melksham Town Council, Wiltshire Councillor Mike Sankey (Melksham East). Also in attendance were Katie Yates Marketing and Communications Director and Victoria Grove, Associate Planning Director, Catesby

Victoria explained that Catesby were a strategic land promotor who had put this site forward, as part of the Local Plan consultation, as well as the Neighbourhood Plan Review. The site being promoted was included as part of a larger site categorised as Site 1 (40 hectares) in the current Local Plan Review Consultation and under various ownerships. The site could provide a strategic extension to the East of Melksham as part of the Local Plan Review, particularly as Melksham was looking to deliver c2500 homes over the next plan period.

The Parish Clerk clarified those present had not seen proposals put forward as part of the Neighbourhood Plan 'call for sites' exercise, as AECOM were currently assessing the sites and therefore not published their report as yet. She confirmed the meeting was purely a pre application meeting with the Parish Council (and representatives from the Town Council and Wiltshire Council) and not a meeting with the Melksham Neighbourhood Plan Steering Group as premature ahead of any site assessment work.

Victoria explained that Catesby were currently working with the landowner of Snarlton Farm, who wished to bring forward this site, which totalled 18 hectares, with a view to submitting a planning application shortly for c250-300 homes. It was proposed the site would include a green wildlife corridor enhancing Clackers Brook which ran through the site and also bring ecological benefits to the site.

Victoria explained the proposed site would be a standalone scheme, with no certainty a wider site was viable, particularly if it was not identified as a possible allocation in the emerging Local Plan. However, the site would look to facilitate a potential future access.

Several Councillors highlighted that the site equated to a piecemeal development, which could be part of a wider strategic site and bring with it infrastructure, such as schools, medical facilities, community centre, highway improvements and local centre etc which a smaller site would not.

Catesby had held discussions with Melksham Town Football Club and Future of Football, regarding the provision of a 3G pitch at Oakfields. During those discussions it was noted there were issues with Winter provision, particularly for youth teams and therefore the Football Foundation had been approached regarding securing a 3G pitch. It was understood that whilst the Football Foundation were prepared to fund such provision, there was a shortfall in funding and therefore, discussions had been held with Catesby to ascertain if they could help towards funding of this gap.

Victoria explained that in coming forward with a smaller scheme, Catesby wanted to identify something the site could contribute towards, over and above what was usually required in Section 106/CIL contributions but were happy to discuss what the Council would like to see included on the site.

With regard to the larger parcels of land, Victoria understood Gleeson were looking to submit a planning application for the land to the north of their site shortly which would include a primary school and local centre. Therefore, if Gleeson were providing these, then this smaller site could look at providing something else as well the expected Section 106/CIL contributions.

Councillor Baines raised a concern if this development were to go forward and the adjacent strategic site did not come forward in the Local Plan, then it would be isolated with no facilities and thereby put a strain on existing facilities. There was also the possibility of an Eastern Bypass and if the bigger highway scheme could not be afforded, Eastern Way could potentially be the Eastern route for the A350 bypass, therefore, isolating the site even further.

Victoria explained Catesby were aware of the potential for an Eastern bypass and the most recent proposed route had been highlighted on their plan. A Transport Assessment would initially look at the site without the bypass in place but may have to look at it in place as proposals progressed.

Victoria asked if providing a community hub, which could deliver a multitude of facilities such as pharmacy, dentist etc would alleviate concerns raised during the meeting.

Councillor Sankey explained the issue with getting doctor and dentists was not the provision of the facilities themselves but actually recruiting them in the first instance and whilst agreeing with the concerns raised at providing a piecemeal development, as opposed to a strategic development, expressed a concern at sending out the

wrong message that both councils would prefer to see large scale development taking place in Melksham. Therefore, he felt what needed to be looked at was what was being proposed regarding a smaller site and what could reasonably be achieved from this development.

Councillor Pafford asked why this site was being put forward now, given Wiltshire Council's emerging Local Plan, where a strategic objective for Melksham would be set and as Melksham had a made Neighbourhood Plan.

Victoria confirmed the reason for putting a proposal forward now was due to Wiltshire Council not having a 5-year land supply and due to Melksham having a made Neighbourhood Plan which was currently being reviewed. Therefore, they had seized the opportunity, as the plan would be 2 years old in July and therefore not afforded the National Planning Policy Framework (NPPF) Paragraph 14 protection. Victoria went on to explain that the strength of the current Melksham Neighbourhood Plan over the last two years had been the reason that they had not submitted a speculative planning application to date.

Victoria explained as part of the Local Plan Review, it was hoped to see this site come forward as part of a wider strategic allocation in Melksham. If it did not and the Local Plan was postponed even further, it was felt this site was a suitable standalone scheme, to help with the lack of a 5-year land supply in Wiltshire. Catesby were keen to provide real benefits to the community at the same time, such as the possibility of a sports connection, but were not fixed on this aspect, it was just an initial idea, given the proximity of the Oakfield facilities.

The Town Clerk explained the whole East of Melksham development had been promised a community hall for some time. The Town Council were currently looking for a suitable site, following a recent planning application for 10 dwellings adjacent to the proposed site resulting in the community hall being somewhat hemmed in. Section 106 and Community Infrastructure (CIL) funding was available to go towards the build. Therefore, she sought a way to work together on this and provide a facility for the whole of the East of Melksham.

Victoria explained she welcomed discussions on this and the potential for providing a community hall, which could benefit new housing, as well as provide a sense of connectivity to existing housing. However, appreciated it would have to be accessed via a

busy road and therefore would need to look at providing appropriate crossing points, so it was not an isolated building.

The Parish Clerk explained Wiltshire Councillor Nick Holder, Chair of the Area Board Health & Wellbeing Group was currently working to prompt the local NHS Estates Team into producing a coherent plan for the Melksham area. Particularly, as there was local evidence from the GP surgeries that NHS contributions through S106 contributions were not filtering through to the local community. This would provide the evidence of need for proposals of new housing developments in the area.

Victoria stated it was hoped to encourage people from the existing developments nearby to enjoy the recreational facilities they would be providing around Clackers Brook. With Councillors suggesting the provision of a bridge, possibly a 'green bridge' or underpass would be useful, rather than a light controlled crossing.

The Parish Clerk highlighted this application was not plan led and stated various reports were available as part of the Neighbourhood Plan Review, such as a Housing Needs Assessment, with a Green Gap and Site Assessment Reports due shortly and hoped the current Neighbourhood Plan policies and existing and emerging evidence reports would be taken into account.

Councillor Pafford queried whether during discussions on 3G pitch provision whether the costs of providing such a pitch had been raised.

Victoria confirmed whilst the Football Foundation had stated they could provide a certain percentage of funding towards the provision of a 3G pitch, there would be a gap in funding and therefore needed to demonstrate monies were in place to cover this gap, with potential for the gap to be covered by funding from this development. However, the level of funding was still to be considered, bearing in mind other requirements that perhaps the site would need to provide, such as a community building, over and above normal policy requirements and infrastructure.

The Parish Clerk explained she had met with the Football Foundation and understood the Town Clerk was also due to meet them as was Wiltshire Councillor Nick Holder (Ward Member). Both Clerks had also met with Danny Geeson, Play & Leisure Strategy Officer for Wiltshire Council who clarified there was an evidenced need for a 3G pitch in the Melksham Community Area. There was also an emerging playing field strategy, in which it was expected this



need would come forward as part of that. Therefore, whilst there was an identified need for a 3G pitch in the Melksham Community Area for a variety of field sports, an appropriate location which provided the best access for the local community was undecided at this stage.

Victoria welcomed this information as it provided more clarity and at the same time had been comforted by the talks with Melksham Football Club that to meet the needs of the Football Foundation, the facility would need to have community access and be used by a variety of groups. Therefore, Catesby welcomed discussions with the council to find out how to deliver such a facility, which best met the needs of the community and if this were something Catesby were able to take forward, suggested a location to the front of the Melksham Town FC part of the Oakfield facilities.

The Parish Clerk suggested the Parish Council, Town Council and Wiltshire Council considered the best location for a 3G pitch, as it could be located elsewhere in the Melksham Community area, however, this did not stop a playing fields financial contribution being made via Section 106 contributions.

Catesby's attention was drawn to information contained within the recent Housing Needs Assessment undertaken as part of the Neighbourhood Plan Review for the need for 2 and 3 bed dwellings and the evidence of type and tenure of affordable housing required. A need for more bungalows was also raised.

The Parish Clerk noted that AECOM had previously assessed this site for the current Neighbourhood Plan and had stated this site was situated within an area of Best and Most Versatile agricultural land. In terms of potential changes to the National Planning Policy Framework (NPPF), the land had been used for food production until recently which is planned to carry more weight in the new NPPF amendments planned for Spring 2023. The AECOM report also details a woodland corridor through Clackers Brook, as well as the view from Sandridge, with any development in this area impacting these.

Victoria took this information on board and highlighted there was a desire to make the Clackers Brook corridor attractive, and in turn improve biodiversity. A Visual Impact Assessment had already been undertaken. Regarding the agricultural classification of the land, they would need to prove the site could be developed.

The Parish Clerk highlighted the impact this development would have on New Road, which was a single-track road and used as a 'rat

run' to access Chippenham and the M4 via the National Trust village of Lacock including its historic bridge which again was single track.

Victoria took this information on board and stated she would make sure their transport consultants considered it and sought other routes in the area which needed to be borne in mind.

It was highlighted consideration needed to be given to how this site could impact the new roundabout under construction in Spa Road as part of the East of Melksham extension. It was noted this route may potentially be the preferred route by drivers to access road infrastructures North and South. Consideration also needed to be given to the provision of a roundabout on the Southern entrance to the proposed site.

It was noted there were various Rights of Way in the vicinity which could be improved/upgraded, including the provision of lighting via Section 106 contributions from this application if approved. It was noted the footpath to the rear of Melksham Oak School, which was to be upgraded to a pedestrian/cycleway, as part of the Section 106 Agreement associated with the extension to East of Melksham (450 houses) had yet to be upgraded and was also nearby.

Councillor Pafford stated that if a planning application were approved, a contribution towards the provision of lighting to the footpath to the rear of Melksham Oak rather than establishing another footpath would be preferred.

Victoria explained once the application was submitted, discussions would take place with Highways and Footpath Officers, to determine what they would like to see, such as improvements to footpaths etc.

It was stated the Parish Council would like to see the following:

- Adherence to Melksham Neighbourhood Plan policies and emerging Neighbourhood Plan and evidence documents.
- Circular pedestrian routes around the site.
- The Parish Council wish to enter into discussions being the nominated party for any proposed LEAPs (Local Equipped Area of Play)/Play area and also seek a maintenance contribution in the Section 106.
- Equipment installed for teenagers such as a teen shelter/MUGA and somewhere to kick a ball around.
- Contribution towards playing fields.
- The provision of benches and bins where there are circular pedestrian routes and public open space and the regular

emptying of bins to be reflected in any future maintenance contribution.

- Connectivity with existing housing development so not isolated.
- There are practical art contributions Parish Council are involved in public art discussions
- Contribution towards improved bus services, which serve the area.
- Any bus shelters provided are suitable in providing Real Time Information (RTI) i.e., access to an electricity supply, WiFi connectivity and are an appropriate height or provided with RTI already included.
- Speed limit within the site is 20mph and self-enforcing.
- Proposed trees are not planted on boundaries of new/existing housing, but further into public open spaces.
- The development is tenant blind.
- If adjacent to existing dwellings the design is such that the layout is garden to existing garden.
- The road layout is such that there are no dead ends in order that residents and refuse lorries do not need to reverse out of roads.
- Contribution to educational and medical facilities within the Melksham area.
- There is visible delineation between pavement and roads so they are easily identifiable.
- The provision of bird (swift boxes), bat and bee bricks, reptile refugia and hibernacula within the development, in order to increase biodiversity.
- Improvements to Rights of Way in the area.

Katie stated it was hoped to start public consultation shortly and whilst online consultations worked best, sought a steer from the council if in person consultation should also take place. The Council welcomed 'in person' consultation in addition to an online consultation, with a suggestion the Campus may be a suitable location for this to take place.

The Clerk stated at the meeting that rights of way improvement had not been discussed and sought of steer if Members wished to include rights of way improvements in the vicinity, in order to submit as part of the pre application discussions.

Members had been provided with a list of requests for rights of way improvements relating to proposals for 650 dwellings at Blackmore Farm, North of this site:

- Provision of footpath to access Prater's Lane from Sandridge Common.
- MELW30 becoming a bridleway to connect up bridleways at MELW40 & 41.
- Provision of kissing gates on the various bridleways between East of Melksham and Redstocks.

It was noted the rights of way improvements could be part of either site and as yet a planning application had not been submitted for the 650 dwellings at Blackmore Farm.

**Recommendation:** To approve the notes of the meeting held with Catesby Estates on 8 March and to forward suggested rights of way improvements to Catesby.

**ii) To approve revised list of requests for developers at pre-application stage**

A revised list of requests for developers at pre application stage, which included the following additions, had been circulated to Members of the committee prior to the meeting:

- Adherence to Melksham's existing Neighbourhood Plan policies and emerging Neighbourhood Plan and evidence documents.
- Improvements to Rights of Way
- Provision of allotments

It was suggested the specification requirements for any Local Equipped Area of Play (LEAP) the council wished to adopt should also be included in order to provide clarify to developers.

**Recommendation:** To approve the revised list of requests and to include the Council's specification for Local Equipped Areas of Play (LEAPS):

- A maintenance sum in the s106 agreement
- Safety Surfacing extended beyond the play area fence line (by at least 30 cm) and for the whole area to be surfaced as such, with no joins to prevent future expansion gaps, and no grass that will require maintenance
- Tarmac paths provided not hoggin.
- No wooden equipment provided.
- Dark Green Metal bow top fencing provided.
- Clean margins around the edges, no planting.
- Bins provided outside the play area.

- Easy access provided for maintenance vehicles.
- Public access gates painted red.
- No inset symbols provided in the safety surfacing, which should be one solid surface.

Meeting closed at 8.18pm

Signed.....  
Chair, 27 March 2023