

# CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Planning and Environment Committee held at the Town Hall, High Street, Chippenham on Thursday 21 April 2011 at 7.00pm.

PRESENT: Councillor JR Scragg (Chairman)  
Councillors MC Coates, PR Darby, JA Phillips, Mrs M Pile,  
Mrs ME Stickland and Ms S Veitch

OFFICER

PRESENT: Mrs A Chard, Office Manager

## 211. APOLOGIES

There were apologies for absence from Councillors Mrs MM Fallon, Mrs SA Gibson, Mrs NM Phillips, Mrs SE Oakes, RHP Purdon and WA Wood.

## 212. DECLARATION OF INTEREST

No declaration of interest as defined by the Code of Conduct in the current approved Standing Orders was received.

## 213. PUBLIC QUESTION TIME

There were no written or verbal questions from any member of the public.

## 214. MINUTES

The Minutes of the meeting held on Thursday 31 March 2011 were approved as a correct record and signed by the Chairman.

## 215. MATTERS ARISING

### (i) Application Nos. N/11/00189/ADV and N/11/00823/LBC

Although the above applications had been approved by Wiltshire Council the Chairman observed that new signage had been placed on the clock tower above 'New Look' and the clock had been removed or covered over. The signage in this location had not been part of the above applications. Furthermore, there was an unpleasant 'scar' where a 'New Look' sign had previously been located above the clock. The result was detrimental to the appearance of this part of the town centre conservation area. It was agreed that these concerns would be raised with the Planning Authority.

### (ii) Application No. N/10/03664/FUL (Focus Do It All)

The above application was considered at Wiltshire Council's Northern Area Planning Committee on Wednesday 20 April 2011. There was a dispute as to whether the spirit of National Planning Policy PPS4 and the Local Plan to protect town centre retail could be applied in this particular case and a decision was deferred for further investigation.

216. CHAIRMAN'S ANNOUNCEMENTS

(i) Chippenham Viaduct

The Chairman reported that together with the Clerk & Chief Executive and Office Manager he had attended a meeting on Monday 18 April 2011 instigated by the Civic Society. This was well attended by representatives from Mouchel, Network Rail and the Civic Society. Network Rail had confirmed that although there is no capital available for major projects, routine maintenance work would be carried out as soon as possible. It was agreed to circulate the Minutes of this meeting to Members of the Committee.

(ii) Chippenham Vision

The Chairman had attended a meeting of Chippenham Vision on 13 April 2011 and reported that a representative from Trans Wilts Rail had confirmed that its initial funding application would be submitted shortly.

217. CHIPPENHAM TOWN PLANNING STEERING GROUP

- (a) The Minutes of the meeting held on Tuesday 12 April 2011 having been proposed and duly seconded:

**RESOLVED** that the Minutes of the meeting be received and as far as necessary adopted subject to the Recommendation contained in Minute 8 relating to Chippenham Civic Society.

- (b) The Recommendations arising from Minute 8 having been proposed and duly seconded

**RESOLVED** that

- (i) The Planning & Environment Committee approve the formation of up to three Inspection Parties with membership delegated to the Chairman of the Planning & Environment Committee and the Clerk & Chief Executive in conjunction with the Civic Society. Proposals to be circulated to the Planning & Environment Committee to enable any Member to volunteer.
- (ii) The criteria currently used for the issue of permits to access the High Street, and the procedures for issuing and enforcing them, to be subject to a comprehensive review to ensure they met all legal and policy requirements of the Highway Authority, the Town Council and other interested parties.

- (iii) Application of the provisions of “Area of Special Advertisement Control” for High Street/New Road in the “Conservation Area Management Plan” to be checked by Officers of the Town Council.
- (iv) Officers of Highway Authority to check ownership of the court between “Superdrug” and the river which could be better presented.
- (v) Criteria used for the parking restrictions for the Spanbourn Avenue Car Park to be investigated by Officers of the Town Council.
- (vi) Town/Parish newsletters and magazines to be used to raise awareness of responsibilities of traders and others for litter clearance.

218. CHIPPENHAM TOWN COUNCIL AND THE FUTURE DEVELOPMENT OF CHIPPENHAM

In accordance with Minute 194/10 of the Planning & Environment Committee held on Thursday 10 March 2011 and Minute 71/10 of the Council meeting held on Wednesday 23 March 2011 a vote was taken and the following Recommendation was endorsed:-

“Chippenham Town Council accepts that there is a need for an increase in both residential and employment land in the Chippenham area. Any such development to be sustainable with the number of residential and employment sites being determined after in depth consultation with all sections of the community, and based on coherent and compelling evidence to be gathered and presented”.

**RESOLVED** that the policy for Chippenham be forwarded to Wiltshire Council.

219. FEEDBACK SEMINAR AT MONKTON PARK

Following Officers attendance at a Feedback Seminar held at Monkton Park on Tuesday 5 April 2011, the key points raised were as follows:-

- (i) Request for training for TC/PC Members and Officers in planning law and practice - it is hoped that this will follow in due course.
- (ii) Request for clarification of the criteria used for the “calling in” procedure by a Unitary Member - Members agreed that the current method is not working well and needs to be looked at again.
- (iii) Request for greater feedback when decisions are made against the recommendation of the TC/PC - it was noted that an application can still be called in even if it has been approved by an Officer.

- (iv) Request for a nominated point of contact for TC/PCs who could take initial enquiries, advise which Case Officer is responsible etc. - Members agreed that the easiest way of contacting Case Officers was by email.
- (v) It was noted that Wiltshire Council had offered to meet with Officers of the Town Council on a regular basis to discuss major planning applications.

The Chairman requested to attend these meetings.

**RESOLVED** that implementation of feedback from the Seminar be included on a future Agenda.

220. **PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT/AREA BOARD ISSUES**

- (i) **Request for Highway Improvements (Ref No. 1591)**

A request was received by Chippenham Area Board to lower the speed limit at Sheldon Road tunnel to Lowden Hill.

**RESOLVED** that Wiltshire Council be informed that the Town Council is in favour of a 20mph speed limit from the roundabout at the junction of Sheldon Road and Audley Road to the bottom of Lowden Hill and also suggests using a different colour to mark the pedestrian walkway inside the tunnel. The Town Council also request that Wiltshire Council improve enforcement to stop cars parking on yellow lines near the aforementioned roundabout.

- (ii) **Temporary Closure of Ladyfield Road (Part)**

Notice was received from Wiltshire Council of the temporary closure of Ladyfield Road (part) from its junction with Kingsley Road in a north-easterly direction to its junction with Unity Street to enable Wiltshire Council to replace bridge deck. Works commence on Tuesday 3 May and it is anticipated that the work will take eight weeks to complete.

**RESOLVED** that the above be noted.

- (iii) **Temporary Closure of Monkton Hill**

An email was received from Mouchel and Notice from Wiltshire Council of the temporary closure of Monkton Hill from its junction with Station Hill in a south-westerly direction to its junction with New Road to enable Wiltshire Council to resurface the carriageway. Works commence on Monday 9 May and it is anticipated that the work will take five weekday evenings to complete.

**RESOLVED** that the above be noted.

- (iv) The County of Wiltshire (Northern Wiltshire) (Off Street Parking Places) Order 2011

An Order was received from Wiltshire Council (Minute 177/10 refers). This Order comes into effect from 18 April 2011.

**RESOLVED** that the above be noted.

221. STREET NAMING

There were no letters for consideration.

222. APPEAL NOTICES AND DECISIONS

N/10/04645/FUL – 2 Portal Close

Details of a Planning Appeal (Minute 169/10 refers) were received regarding the above application.

**RESOLVED** that the above be noted.

223. LOCAL PLAN ISSUES

There were no new issues relating to the above.

224. PLANNING APPLICATIONS

**RESOLVED** that

- (i) The attached list of observations on planning applications be submitted to the Local Planning Authority.
- (ii) Where refusal is recommended the appropriate Unitary Councillor be requested to call the application to Committee.
- (iii) The Chairman be informed by the Office as soon as the Agenda for Wiltshire Council's Northern Area Planning Committee is received so that he can decide whether to nominate a Member to attend.

225. PRESS RELEASE

**RESOLVED** that no specific press release be issued but that the Minutes be made available in the usual way.

The meeting concluded at 7.50 pm.

These Minutes are subject to confirmation at the next meeting.

## **PLANNING APPLICATIONS – 21 April 2011**

- N/11/00983/LBC Demolition to part lean-to rear extension and erection of single storey rear extension at 35 New Road for Dr Tegner.  
- No objection.
- N/11/01062/TPO Crown reduction of 6 lime by 33% at 18 Willowbank for Mr Clucas.  
- No objection subject to the approval of the Tree Preservation Officer.
- N/11/01127/FUL Erection of wooden gazebo at St. Paul's Primary School, the Oaks.  
- No objection.
- N/11/01144/FUL Erection of rear single storey detached garage with new access at 48 Park Avenue for Mrs Burtt.  
- No objection.
- N/11/01155/FUL Two storey side and rear extensions and erection of conservatory at 29 Birch Grove for Mr Saunders.  
- No objection.
- N/11/01168/FUL Single storey side extension at 30 Hatherell Road for Mr Bird.  
- No objection.
- N/11/01184/FUL Erection of security fencing at Cromwell House, Vincients Way, Bumpers Farm Industrial Estate for Executive Jet Support Ltd.  
- No objection.
- N/11/01196/FUL Single storey extension and erection of bay window at 70 Sadlers Mead for Mr & Mrs Smith.  
- No objection.
- N/11/01232/FUL Two storey extension at 11 Brighton Way for Mr Heppell.  
- No objection.
- N/11/01233/S73 Erection of dwelling (renewal of planning permission N/05/01107/S73) at 17 Cranwell Close for Mr Chivers.  
- No objection.
- N/11/01234/TPO Tree surgery to three beech trees at 6 Kilverts Close for Mrs Mannings.  
- No objection subject to the approval of the Tree Preservation Officer.
- N/1101237/ADV Free standing sign at MRG (Volvo), Methuen Park, Bath Road.  
- No objection.

- N/11/01240/FUL Conversion from commercial offices to two self contained dwellings at 15 New Road for MSG Sandhurst Ltd.  
- No objection.
- N/11/01243/FUL Erection of two storey extension to side and single storey extension to rear at 32 Langley Road for Mr Williams.  
- No objection.
- N/11/01266/FUL Alterations to flat roof dormer and erection of single storey pitched roof extension at Walcot, Bath Road for Mr Harding.  
- No objection.
- N/11/01282/FUL Erection of front porch and loft conversion including dormer windows, circular window and roof lights at 51 Celandine Way for Mr Hulbert.  
- No objection.