

# CHIPPENHAM TOWN COUNCIL

Minutes of a meeting of the Planning and Environment Committee held at the Town Hall, High Street, Chippenham on Thursday 26 January 2012 at 7.00pm.

PRESENT: Councillor JR Scragg (Chairman)  
Councillors MC Coates, WJ Douglas, Mrs MM Fallon, Mrs SA Gibson,  
JA Phillips, Mrs M Pile, DLB Powell, RHP Purdon, Mrs ME Stickland,  
Ms S Veitch and WA Wood

## OFFICERS

PRESENT: Mrs A Chard, Office Manager  
Mr CNA Williams, Head of Support Services

## PUBLIC

PRESENT: Two members of the public were present

### 154. APOLOGIES

There were apologies for absence from Councillor Mrs NM Phillips.

### 155. DECLARATION OF INTEREST

Councillor DLB Powell declared a personal interest in the matter referred to in Minute 203 and took no part in any discussion – application N/11/04146/TPO.

### 156. PUBLIC QUESTION TIME

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

### 157. MINUTES

The Minutes of the meeting held on Thursday 05 January 2012 were approved as a correct record and signed by the Chairman.

### 158. MATTERS ARISING

There were no Matters Arising not covered elsewhere on the Agenda.

### 159. CHAIRMAN'S ANNOUNCEMENTS

- (i) A letter had been received from the Cabinet Member for Highways and Transport, Wiltshire Council (copy in Minute Book) requesting written support for the Local Sustainable Transport Fund bid – 'Improving Wiltshire's Rail Offer' (Minute 135/11 refers). It was agreed the Chairman would liaise with Officers to draft a response which would include suggestions for improvements.
- (ii) Application Nos. N/11/03923/FUL and N/11/03924/ADV for alterations and signage at 7 Market Place have been withdrawn.

160. POLICY FOR DEALING WITH NEW REQUESTS FOR STREET PARKING AND WAITING RESTRICTIONS

Members received a joint report from the Head of Support Services and the Office Manager (copy in Minute Book) following a request from the Highway Authority to undertake preliminary work in response to requests for any new Street Parking and Waiting Restrictions.

The Head of Support Services emphasized that the Town Council was expected to take on additional services from Wiltshire Council without adequate consultation and without being offered any revenue funding.

After careful consideration

**RESOLVED** that

- (i) The Highway Authority be informed that the Town Council will not undertake the proposed additional administrative work without the principle of “Finance Follows Function” being applied or the legal basis of this proposed expenditure being clarified.
- (ii) This matter be reviewed in twelve months’ time.
- (iii) The Town Council consider the feasibility of developing the capability of handling on-street requests.
- (iv) This matter be raised by the Chairman at the next WALC meeting.

161. LAND AT CURLEW DRIVE

Members noted that following P&E Minute 146/11 and Town Council Minute 52/11 contact had been made with the Planning Department, Wiltshire Council and an email had been received from the Enforcement Officer (copy in Minute Book).

Correspondence was also received from Pegasus Planning Group, the developers who own the land at Curlew Drive, seeking further information concerning the Town Council’s intentions in respect of this land (copy in Minute Book).

**RESOLVED** that

- (i) No further action be taken to secure the removal of fencing on the site.
- (ii) The developers, Pegasus Planning Group be informed that the Town Council has no current proposals for the provision of a community hall building on the site but would consider any applications for grant aid from any third party.
- (iii) No further action to be taken pending the outcome of a possible appeal.

162. PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT/AREA BOARD ISSUES

Highway Improvement Requests

Requests for highway improvements, received by Chippenham Area Board were considered (copies in Minute Book).

**RESOLVED** that the following comments be forwarded to Wiltshire Council for consideration at the next meeting of the Community Area Transport Group:-

Issue No. 2024 - anti social behaviour, Brook Street bus shelter

The Town Council does not support the removal of this bus shelter. Wiltshire Constabulary has no reported incidents of anti-social behaviour here and the Town Council is looking into the cost of replacing the sheeting with vandal-proof glass.

Issue No. 2055 - the amount of street furniture on High Street

The Ward Councillor stated that he had already spoken to the resident who had submitted this report. No other action is required specific to this request as the Town Council is already addressing the question of 'street clutter' in conjunction with Chippenham Civic Society and Wiltshire Council.

Issue No. 2063 - bus shelter, Timber Street, not weather proof

It was noted that the shelters at the Bus Station had been built with low-cost maintenance in mind, but the Town Council strongly supports a viable scheme to improve these facilities to provide better protection from the elements.

Issue No. 2035 – traffic calming in Willowbank

It was noted that the Minutes of the CATG had just been circulated and they indicate that Wiltshire Council Officers are investigating this and will be reporting back. The Town Council support this investigation.

163. STREET NAMING

There were no letters for consideration.

164. APPEAL NOTICES AND DECISIONS

There were no new issues relating to the above.

165. LOCAL PLAN ISSUES

Wiltshire Core Strategy Submission Document

Members received pages from the above document relating to Chippenham sites (copy in Minute Book).

The Chairman informed Members that Wiltshire Cabinet had approved the draft submission with some amendments. Option Two, which the Town Council had expressed a preference for had been adopted.

This option includes three sites with provision for 2250 dwellings in total (for the period up to 2026), 750 in the north east, 700 in the Rawlings Green area and 800 in the South West (which will be built at a later stage).

The draft will now go forward to Wiltshire Council's full Council meeting on 7 February. If approved, the publication will then undergo a 6 weeks' consultation period commencing on approx. 20 February 2012 and after that there will be little chance to make changes.

It was hoped that the Town Council would continue to work closely with the Local Planning Authority, the Area Board, Chippenham Vision and developers.

**RESOLVED** that the Wiltshire Council Service Director be informed that references to the limited remaining provision for cemetery space in Chippenham, contained in the draft core strategy submission, are not correct. The new extension to the Town Council Cemetery has estimated capacity for another 25 years; in addition there is potential for further capacity on the non-developed part of the site.

#### 166. 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.
- (iv) Approval be given to Councillor Mrs SA Gibson to attend a meeting of the Northern Area Planning Committee to speak on Planning Application N/11/04144/FUL.

#### 167. PRESS RELEASE

**RESOLVED** that the press being present at the meeting, no specific press release be issued but that the Minutes be made available in the usual way.

The meeting concluded at 8.00pm.

These Minutes are subject to confirmation at the next meeting.

## **PLANNING APPLICATIONS – 26 January 2012**

### **Planning Applications received from Wiltshire Council**

N/12/00110/TPO Remove deadwood of oak over footpath and garden and reduce previously reduced limb devoid of growth by 50% at 10 Farmhouse Drive for Wiltshire County Council.  
- No objection subject to the approval of the Tree and Landscape Officer.

### **Planning Applications made to Wiltshire Council**

N/11/04068/TPO Fell 1 lime and 1 sycamore at John Miller Garden Machinery & Chainsaw Specialists, Bath Road.  
- No objection subject to the approval of the Tree and Landscape Officer.

N/11/04144/FUL Erection of four dwellings and associated works at Frogwell Park for Mr Sullivan.  
Recommend refusal. The proposed dwellings are out of character with existing houses and materials used do not match those of existing properties. The addition of these dwellings would adversely affect the character of the area and result in the loss of amenity space.

**Prior to the next item Councillor DLB Powell declared a personal interest in application no. N.11/04146/TPO as stated in Minute 155 above.**

N/11/04146/TPO Remove overhanging branch and remove three shoots of re-growth from old pollard cuts at Lowden Manor House, Lowden Hill for Mrs Richards.  
- No objection subject to the approval of the Tree and Landscape Officer.

N/12/00033/FUL Two storey rear extension and conservatory at 11 Laines Head for Mr & Mrs Edgar.  
- No objection.

N/12/00058/FUL Extension at 17 Redwing Avenue for Mrs Nichol.  
- No objection.

N/12/00090/FUL Conversion of first and second floors from office to 4 x 1 bedroom residential units at 54/71 Market Place for The RK Kells Discretionary Trust.  
- No objection. The Town Council welcomes additional residential accommodation in the town centre.

- N/12/00092/LBC Alterations associated with conversion of first and second floor from office into 4 x 1 bedroom residential units at 54/71 Market Place for The RK Kells Discretionary Trust.  
No objection, subject to the approval of the Conservation Officer.
- N/12/00118/FUL Erection of close boarded fence on existing brick wall to 1.8 metres in total at 30 Lady Coventry Road for Barry Hodges.  
- Recommend refusal. The proposed height of 1.8m is too high and the Town Council is aware of concerns raised by residents that it may obscure the view of pedestrians/traffic as there is a school crossing point nearby.
- N/12/00133/FUL Single storey extension at 7 Chamberlain Road for Mr & Mrs Tucker  
- No objection.