



Chippenham
Town Council

Improving
the quality
of town life

18 January 2018

To: Councillors	James Adman	Richard Bambury
	Pete Bishop	Jenny Budgell
	Clare Cape	Bill Douglas
	Peter Hutton (Chair)	Michael Merry
	Mary Norton	Michelle Pearce
	Andy Phillips	Nina Phillips

Other members of the council for information

PLEASE NOTE THAT A PRESENTATION BY GREENSQUARE ON PROPOSALS TO DEVELOP LAND AT METHUEN PARK WILL TAKE PLACE AT 6.30PM, IN ADVANCE OF THE MEETING

Dear Councillor

**MEETING OF THE PLANNING, ENVIRONMENT & TRANSPORT COMMITTEE
25 January 2018**

You are summoned to attend a meeting of the **Planning, Environment & Transport Committee** to be held at the Town Hall, High Street, Chippenham on **Thursday 25 January 2018** commencing at **7pm** for the transaction of the business given in the Agenda attached.

Please note members of the public are invited to address the council at this meeting at 7pm.

Yours faithfully

Mark Smith MBA LLB (Hons) CMgr FCMI FILCM
Chief Executive

All council meetings are open to the public and press

RECORDING OF PUBLIC COUNCIL MEETINGS

Recording and using social media is permitted at Council meetings which are open to the public - however, anyone wishing to do so must speak to the Town Council staff prior to the meeting as there are rules which must be followed.

7pm PUBLIC QUESTION TIME (not to exceed 30 minutes)

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

Any individual representation is limited to no more than 3 minutes. The Chairman will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting.

A record of any public participation session shall not be included in the Minutes, but included as an appendix note to the Minutes of the meeting.

AGENDA

PLANNING, ENVIRONMENT & TRANSPORT COMMITTEE – 25 January 2018

1. APOLOGIES FOR ABSENCE

To receive apologies for absence and consider if the reason for absence should be formally approved by the Council.

2. DECLARATION OF INTEREST

All Members of the Town Council are reminded to declare any pecuniary or non-pecuniary interests they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the latest approved Code of Conduct.

Members are reminded to declare any dispensation granted in relation to any relevant matter.

3. MINUTES

To approve as a correct record and to sign the draft Minutes of the meeting held on Thursday 4 January 2018 (previously emailed and copy enclosed).

4. CHAIRMAN'S ANNOUNCEMENTS

5. WILTSHIRE COUNCIL'S WINTER SERVICE

To receive a presentation from Wiltshire Council's Area Highway Manager, the Head of Service - Local Highways (North and Central) and the Head of Service – Local Highways (South).

6. PLANNING APPLICATIONS

- (i) To consider planning applications, as attached, submitted to Wiltshire Council and to submit observations.
- (ii) To consider whether any applications should be 'called-in' for consideration by the Northern Area Planning Committee, nominate a Member to attend and inform the appropriate Unitary Member accordingly.
- (iii) To note that planning application 17/10506/FUL (single storey garage extension at 2 Tavinor Drive) has been refused by the Local Planning Authority for reasons including design, layout, built form and mass of proposed garage, limited plot size and closeness to adjoining property. At its meeting on 16 November 2017 the Town Council had no comments to make.
- (iv) To note the determination of planning application 17/10136/FUL (change of use for 150 Sheldon Road) at the Northern Area Planning Committee on 24 January 2018.

7. CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP (CATG)

(i) CATG Process

The Chippenham Community Engagement Manager and Principal Traffic Engineer at Wiltshire Council have offered to run a Workshop for members of the PET Committee to give an understanding of the CATG process and manage expectations. They suggest holding a dedicated meeting for this. Councillors are asked to discuss their preferred option and a future date will then be arranged.

(ii) Highway Improvement Requests

To receive a report from the Administrative Services Officer – Planning (copy attached)

8. LICENSING APPLICATION

New Premises Licence application for The Mill House, Methuen Park

To note the above licensing application was dealt with under 'delegated powers' due to the deadline for comments (18 January 2018) falling between meetings of the Committee. The application was for:-

- Refurbishment of trade areas along with external decorations, repairs and new signage (no changes to the licensing plans).
- Additional runs of fixed seating being added into the bar area.
- Existing Wacky Warehouse to be retained.
- New external furniture layout and planters only.

No comments were received from the public or Councillors within the period given and therefore Wiltshire Council has been informed that the Town Council has no objection to this application.

9 STREET TRADING CONSENT

To consider the following application received by Wiltshire Council (deadline 9 February 2018). For information the criteria for determining applications will be sent to Members electronically:-

Trading Name: Jeff Quick
Articles for sale: Flowers
Trading Location: Chippenham High Street (on the pavement outside no 25, Poundland)
Trading Times: 06:00 – 18:00 on Tuesday 13th February 2018 and Wednesday 14th February 2018
08:00 – 18:00 on Sunday, 11th March 2018

10. ENVIRONMENT AGENCY

At the request of the Chairman, the Environment Agency was asked to send a representative to a future PET meeting to explain what it does within Chippenham. A response was received explaining that the Wiltshire Operational Flood Working Group is set up for Wiltshire's Town and Parish Councils to meet with different Flood Risk Management Authorities to understand roles and responsibilities of different agencies. This meeting also acts as a forum for Town and Parish Councils to share advice and information actions communities can take to reduce the risk of flooding which can cover a range of subjects which could include river modelling, maintenance, flood wardens, scheme development and bids for funding.

To date the Operational Flood Working Groups have not previously received any attendance from Chippenham Town Council. The Environment Agency would encourage a representative from Chippenham Town Council to attend these meetings to help understand actions that the Environment Agency take in Chippenham. The meetings are held on a bi-monthly basis in the North of Wiltshire and the next one is scheduled for 9.30am on 14 March 2018 in Bradford on Avon. Councillors are asked to consider if they wish to nominate a representative to attend this meeting and to consider whether they have any specific concerns they wished raised.

Recommendation that a Councillor be selected to attend the Operational Flood Working Group on 14 March 2018 to represent the Town Council.

11. PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT

To note the following:

- (i) Temporary closure of C137 Studley Hill, Calne Without and Bremhill from its junction with C136 Norley Lane to its junction with C112 Stanley Lane from 21 – 23 February 2018 to enable works to carriageway. The alternative route is via C136 Studley Lane – A4 – C365 London Road – C112 Stanley Lane and vice versa.

- (ii) Work to upgrade the riverside path on Monkton Park, which runs between the golf course and the river Avon (which was postponed in October 2017), will commence on 5 February 2018 for a duration of 10 weeks. During this period the path will be closed to all users (detailed information previously emailed to Councillors).

12. PRESS RELEASE

To consider, if necessary, the issue of a press release arising from the meeting.

The next meeting will take place on 15 February 2018

PLANNING APPLICATIONS – 25 January 2018

Planning applications listed below can be viewed on Wiltshire Council's website at <http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/Home.aspx>

Application No.	Ward	Description
17/10031/FUL & 17/10289/LBC	Hardens & England	Proposed conversion of vacant office space within the property 46/47 Market Place on the first and second floor into mix of 1 & 2 bedroomed flat and studio flats at 2 levels – floors 1 and 2 above 46 and 47 Market Place.
17/10894/FUL	CP & Redlands	Single storey extension to existing dwelling at 98 Bristol Road.
17/11316/VAR	Monkton	Variation of condition 2 of planning permission 17/01701/FUL (front, side and rear extensions) to allow a change of build material to full brick construction at 6 Bruges Close.
17/11855/FUL & 17/12100/LBC	Hardens & England	The construction of a front porch at 19 The Butts.
17/11882/FUL	CP & Derriads	Extension to rear first floor bedroom at 6 Kensington Way.
17/12007/FUL	Monkton	Side extension loft conversion with rear windows and loft lights at Station Hill Baptist Church, Station Hill.
17/12030/LBC	Hardens & England	Demolition and rebuilding of the roof and upper part of the third floor – floors 1, 2 and 3 at 68 Market Place.
17/12043/FUL	Corsham Town	Erection of 66 dwellings, formation of access road, open space, landscaping and associated works – land at Methuen Park.
17/12176/FUL	Queens & Sheldon	Proposed kitchen extension and rear converted patio. New integrated lean-to roof on 3 sides to cover front entrance porch, existing garage/kitchen extension and rear patio at 44 Wells Close.
17/12267/FUL	Hardenhuish	Single storey rear extension and conversion of garage to habitable accommodation at 75 Malmesbury Road.
17/12299/FUL	CP & Redlands	Erection of single and two storey extension to rear of existing dwelling house at Florida House, Hardenhuish Lane.
17/12358/FUL	Hardenhuish	Single storey rear kitchen extension at 35 Parkfields.
17/12411/FUL	CP & Redlands	Single storey rear extension and two storey front extension to replace garage at 30 Hardenhuish Lane.

17/12460/FUL	CP & Redlands	Double storey side extension and alterations to front and rear elevations at 18 Redwing Avenue.
17/12543/VAR	CP & Redlands	Variation of condition 2 of 16/11358/FUL to allow the reconfiguration of the two dwellings from 2 bed with integral garage to 3 bed without garage at 88 Bristol Road.
18/00013/FUL	Hardenhuish	First floor extension on top of existing garage at 121 Malmesbury Road.
18/00058/FUL	Pewsham	Erection of summerhouse in garden to rear at 5 Swanborough Close.
18/00063/FUL	Pewsham	Erection of conservatory at 7 Lockswell Close.
18/00087/FUL	Monkton	Rear conservatory at 67 Cowleaze.
18/00105/FUL	Pewsham	Erect a conservatory to rear elevation at 6 Hancock Close.
18/00135/FUL	Lowden & Rowden	Replacement of existing balcony with new balcony and extension to basement below; inclusion of new external staircase to garden from balcony at 35 Rowden Hill.
18/00183/FUL	Hardens & England	Proposed new detached two bed bungalow and demolition of existing derelict building at the Scouts Hut, Habrels Close.
18/00212/FUL	CP & Redlands / Lowden & Rowden	First floor extension and enlargement of garage at 32 Plantation Road.
18/00231/FUL	Hardens & England	Proposed change of use of ground floor from A1 shop to C3 residential at 62 St. Mary Street.
Amended Plans		
Members are asked to consider if they wish to make any further comments on the following amended plans.		
17/10215/FUL	Hardenhuish	Proposed two storey rear extension at 23 Ashe Crescent.