



**CHIPPENHAM
TOWN COUNCIL**
Improving the quality of town life

30 May 2019

To Councillors:

Richard Bambury
Bill Douglas
Michael Merry
Mary Norton
Andy Phillips
Chris Ruck

Jenny Budgetell
Raj Gill
Nick Murry
Michelle Pearce (Chairman)
Nina Phillips
John Scragg

MEETING OF THE PLANNING, ENVIRONMENT & TRANSPORT COMMITTEE - 6 June 2019

Dear Councillor

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 6 June 2019** 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 FSLCC
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 Meeting - Thursday 6 June 2019

	Wards Affected	Page No.
1. <u>APOLOGIES FOR ABSENCE</u>		
To receive apologies for absence.		
2. <u>NOTIFICATION OF SUBSTITUTION</u>		
To receive any notification of substitution made to the Chief Executive.		
3. <u>DECLARATION OF INTEREST</u>		
<i>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.</i>		
<i>Councillors are reminded to declare any dispensation granted in relation to any relevant matter.</i>		
4. <u>MINUTES</u>		
To approve as a correct record and to sign the draft Minutes of the meeting held on Thursday 16 May 2019 (previously emailed and copy enclosed).		

		Wards Affected	Page No.
5.	<u>CHAIRMAN'S ANNOUNCEMENTS</u>		
	To receive any announcements.		
6.	<u>PLANNING APPLICATIONS</u>		
	(i) To consider planning applications, as attached, submitted to Wiltshire Council and to submit observations.	ALL	
	(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 an appeal has been made to the Planning Inspectorate against refusal of planning application 18/08590/FUL (Erection of a new dwelling on land south of Paddock House, The Paddocks). The Town Council objected to this application at its meeting held on 11 October 2018.	Hardens & England	
7.	<u>WORKING PARTY</u>	ALL	
	To appoint a Working Party to look at 20mph limits around schools, areas leading to the High Street and other roads, comprising between a minimum of five Councillors and a maximum of 9 Councillors (as agreed at the previous meeting, Minute 8 of 16/5/19 refers). Councillors are also asked to choose a name for this Working Party. Meeting date to be advised.		
8.	<u>STREET NAMING: LAND OFF MIDDLEFIELD ROAD</u>	CP & Redlands	8
	GreenSquare Homes require one street name for their new development on land off Middlefield Road. They have suggested 'Greenfields Close' and seek approval for this name from the Town Council. Councillors are also asked to consider providing an alternative street name in case this suggestion proves unsuitable. A plan of the development site and guidance notes are attached for information.		
9.	<u>CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP (CATG)</u>		
	(i) <u>Highway Improvement Requests</u>	Monkton / Lowden & Rowden	10
	To receive a report from the Administrative Services Officer - Planning (copy attached).		

(ii) Dropped Kerbs Exercise 2019/20

ALL 18

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

10. PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT

(i) Temporary Closure of Various Roads for the Vintage Carnival Procession on 13 July 2019

Monkton /
Hardens &
England

To consider the temporary closure of the following roads (using rolling road closures) on Saturday 13 July 2019 between the hours of 19:00 and 20:00 for the Chippenham Vintage Carnival Procession (supporting documentation available upon request):

- Wood Lane joining Gladstone Road
- Timber Street joining Gladstone Road
- Gladstone Road joining Avenue La Fleche
- Avenue La Fleche junction, joining Bridge Centre
- A4 Bath Road joining Bridge Centre
- Bath Road joining Bridge Centre
- New Road junctions joining New Road
- Bath Road joining New Road
- High Street joining Market Place

(ii) Hathaway Junction Traffic Lights

Hardenhuish
/ Monkton

At the previous meeting Councillors expressed concerns raised by residents regarding the new traffic lights at the Hathaway junction (Minute 7 refers). To discuss these concerns prior to passing on comments to Wiltshire Council.

(iii) Temporary Closures

To note the following:

- The Order to temporarily close Easton Lane (Part) and Unclassified Footpath, Chippenham will recommence on 15 June 2019 until 19 September 2019 to enable Bloor Homes to undertake highway improvement works as part of its housing development.
- The temporary closure of Audley Road (part) from No. 70 for 10m in a northerly direction on 8 & 9 July 2019 between the hours of 20:00 and 00:00 to enable Wessex Water to carry out essential maintenance.

CP &
Derriads

Lowden &
Rowden

11. PRESS RELEASE

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

12. DATE OF NEXT MEETING

The next meeting of this Committee will take place on Thursday 27 June 2019.

PLANNING APPLICATIONS - 6 June 2019

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

Application No.	Address/Description	Ward
19/00098/REM	Land at Patterdown Road Approval of all reserved matters (appearance, landscaping, layout and scale) for the erection of 72 dwellings with associated landscaping, open space and vehicular and pedestrian accesses off Patterdown Road. No EIA (Environmental Impact Assessment) at outline.	Lowden & Rowden
19/04236/FUL	Unit 1 Bath Road Industrial Estate SN14 0AB To erect an external canopy in external yard area of Unit T1.	Queens & Sheldon
19/04378/FUL	165A Malmesbury Road SN15 5LP Construction of a pitched roof single storey side extension.	CP & Redlands (& LB Kington)
19/04379/VAR	Land east of Common Slip SN15 3JW Variation of condition 2 - demolition of existing derelict outbuildings and erection of new dwelling along with garage.	Hardens & England
19/04405/LBC	37 Marshfield Road SN15 1ZT Replacement of existing roof slates, repointing/repair of existing chimneys and repair rotten rear facing dormer window.	Hardenhuish
19/04426/FUL	8 Ridings Mead SN15 1PG New front porch, rear extension and conversion of roof space, construction of outbuilding and vehicular entrance.	Hardenhuish
19/04529/FUL	Windrush, 3 The Paddocks SN15 3DL Single storey rear extension with associated internal works.	Hardens & England
19/04535/FUL	11 Boundary Road SN15 3NN Extend front bedroom and replace conservatory with garden room.	Monkton
19/04609/FUL	The Mill House, Methuen Park SN14 0GU The demolition of the existing building and the erection of a Class A1 discount food store with associated access, parking and servicing areas, and landscaping.	CP & Derriads
19/04619/FUL	Rowden Park, Patterdown Road Erection of marketing cabin and creation of vehicular access to serve the cabin for a temporary period during the construction of the initial phases of development of the mixed use urban extension at	Lowden & Rowden

	Rowden Park (approved under planning permission 14/12118/OUT and reserved matters approvals 18/01383/REM and 18/11942/REM).	
19/04692/FUL	Chippenham Filling Station, Hungerdown Lane SN14 0JH Proposing 1 no. Co2 frame pack with 2 fan gas cooler. Proposing new modular build warehouse extension for storage only. Proposing new aluminium railings around plant area for security.	CP & Derriads
19/04961/FUL	9 Farmer Close SN15 1UE Conservatory extension to rear elevation and removal of physical barrier.	Monkton

STREET NAMING GUIDANCE NOTES

- New street names should not be difficult to pronounce or awkward to spell
- Names which could give offence should not be used nor should names which encourage defacing nameplates
- Wiltshire Council will not adopt any unofficial “marketing” titles used by developers in the sale of new properties
- New street names should not duplicate any similar name already in use in a town or village or in the same postcode area. A variation of the terminal word, for example, “street”, “road”, “avenue”, will not be accepted as sufficient reason to duplicate a name. A common request is to repeat existing names in a new road or building title (for example a request for “St Mary’s Close” off an existing St Mary’s Way, near St Mary’s Church. This is not allowed as it can have a detrimental effect in an emergency situation. This is in line with Government guidance found in circular 3/93
- The Town Council’s Data Protection Officer has advised against considering names of living persons or persons who have been deceased for less than 50 years as these require written consent which could be withdrawn at a later date.
- All new streets should ideally end with one of the following suffixes:

Street	(for any thoroughfare)
Road	(for any thoroughfare)
Way	(for major roads)
Avenue	(for residential roads)
Drive	(for residential roads)
Grove	(for residential roads)
Lane	(for residential roads)
Place	(for residential roads)
Vale	(for residential roads)
Rise	(for residential roads)
Row	(for residential roads)
Wharf	(for residential roads)
Mews	(for residential roads)
Gardens	(for residential roads) subject to there being no confusion with any local open space
Crescent	(for a crescent shaped road)
Court	(for a cul-de-sac only)
Close	(for a cul-de-sac only)
Square	(for a square only)
Hill	(for a hillside road only)
Circus	(for a large roundabout)

All new pedestrian ways should end with one of the following suffixes:

Walk / Path / Way



Agenda Item 9(i)

Meeting	Planning, Environment & Transport Committee
Date	6 June 2019
Report Title	CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP (CATG): HIGHWAY IMPROVEMENT REQUESTS
Author	Ann Chard, Administrative Services Officer - Planning

1.0 PURPOSE OF REPORT

- 1.1 Councillors are asked to consider Community Area Transport Group (CATG) Issues which have been submitted to Wiltshire Council.

2.0 INTRODUCTION AND BACKGROUND INFORMATION

- 2.1 For each Issue Councillors are asked to consider:-

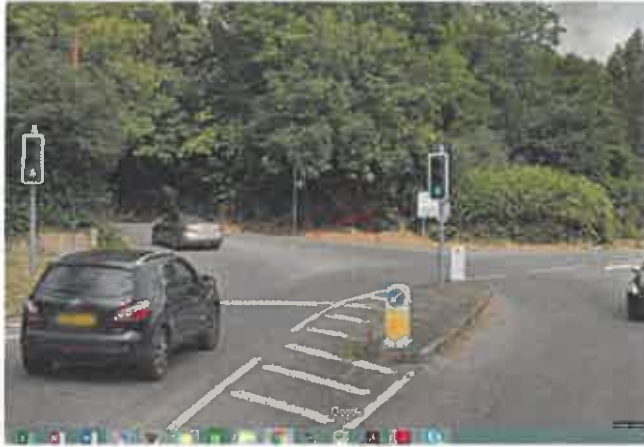
- a) Is the request supported?
- b) If supported, what level of contribution the Council is willing to make towards the cost of the proposed scheme (Wiltshire Council normally expect a commitment of 25% match funding from the Town Council for any approved schemes).
- c) Are there any comments regarding the request?
- d) If the request is not supported, what is the reason?

3.0 CATG ISSUES FOR CONSIDERATION

- 3.1 Issue 7189 -Traffic heading north at Queensbridge at the junction of Patterdown and Saltersford Lane B4528 Chippenham (see attached copy of Area Board Issue sheet for full details).

The applicant is suggesting that chevron signage be installed to warn and guide motorists of the tight bend in the road immediately north of the junction or alternative measures to reduce the risk of accidents in this location.

Wiltshire Council's Traffic Engineer advises that the problem is the result of a minority of impatient drivers who enter the junction at speed as they rush to get through the signals before they change back to red. They subsequently fail to anticipate the severity of the bend and lose control. He is unsure that a chevron sign will eradicate this problem completely, as the biggest factor is poor and careless driving, but it may help. The Traffic Engineer has supplied the following photograph/diagram to show the location in question and costings for a double chevron sign.



A double chevron sign 1200 x 400 (as per the arrangement below) = £145.00
76mm dia. posts = 47.00 x 2 = £94.00
Conc. foundations = £97.31 x 2 = £194.00

TM would be in the region of £250.00

Total = £683.00 (The Town Council's contribution of 25% = £170.75)



3.2 Issue 7196 - When exiting the BT Telephone Exchange car park visibility of oncoming traffic is restricted by cars parked on either side of the exit.

The applicant suggests changing the parking arrangements on the road either side of the BT car park exist to improve the visibility of oncoming traffic. The following photo shows the location in question:



This issue has been considered by the Town Council twice before (Issue 3563 on 9 October 2014 and Issue 4923 on 9 March 2017) and on both occasions was not supported.

Wiltshire Council's Traffic Engineer advises that this issue has been subject to a number of requests to the CATG going back to 2014. He says that this is essentially a waiting restriction request as it involves the extension of the double yellow lines and a reduction of on-street parking on the left hand side of the private access to the BT Telephone Exchange to improve visibility. He advises that realistically to improve the visibility from the BT Exchange, at least 3 parking spaces, possibly more would need to be removed. Given the pressure on road side parking so close to the station, any reduction is rarely welcomed.

The cost of removing three parking spaces on the left hand side of the BT entrance as viewed from the road would be in the region of £2,000 (mostly legal fees involved in amending the Traffic Order) and therefore the Town Council's contribution would be approx. £500.

The Traffic Engineer advises that a previous request to install a mirror on the opposite side of Station Hill was rejected by Wiltshire Council as these mirrors are not permitted on the highway. He suggests that BT could talk to Network Rail regarding installing a mirror in their car park opposite BT, which is private land but he highlighted possible problems such as mirrors being subject to vandalism, fogging up in bad weather and giving a misleading image due to their convex design.

4.0 CONTRIBUTION TO CORPORATE PLAN PRIORITIES

4.1 Working collaboratively with Wiltshire Council regarding Chippenham Community Area Transport Group (CATG) Highway Improvement Requests will contribute to the following corporate priorities:

- i) Corporate Priority 1 - Provide facilities and services which support and develop a well-connected town, which promotes health and wellbeing.
- ii) Corporate Priority 2 - Take an active role in the future development of Chippenham through collaboration with partners and stakeholders.

5.0 STAFFING IMPLICATIONS

5.1 There are no staffing implications.

6.0 FINANCIAL IMPLICATIONS

6.1 Wiltshire Council expect a commitment of 25% match funding from the Town Council for any approved schemes.

7.0 LEGAL IMPLICATIONS

7.1 There are no legal implications.

8.0 RECOMMENDATIONS

8.1 Councillors consider whether the Town Council should support the following CATG requests and if supported, agree what financial contribution to make:

- Issue 7189 - Traffic heading north at Queensbridge at the junction of Patterdown and Saltersford Lane B4528 Chippenham (Town Council contribution of 25% would be £170.75).
- Issue 7196 - When exiting the BT Telephone Exchange car park visibility of oncoming traffic is restricted by cars parked on either side of the exit (Town Council contribution of 25% would be approx. £500).

Area Board Issue 7189

Submitted 29/04/2019 17:44:32

Reference No 7189

Issue Summary CATG sharp bend sign required B4528 SN15 2NP

UPDATED

Latest Update 30/04/2019 08:54:24 Thank you for raising your issue with the Area Board. The Council has set up a way for local people to decide local highway improvement priorities. A local community area transport group (CATG) of local people and elected councillors comes together to consider issues and proposals and to recommend those schemes that can be taken forward in any year. Before the CATG can consider a proposal, it must first consult the local parish or town council. Only if the parish supports the issue will it be considered further. If your issue is supported by the parish council, it will be submitted to the CATG for consideration. The CATG will then decide whether it should go forward onto the list of priority schemes. Resources are very limited, so it is important that schemes are prioritised in this way. Obviously, not all schemes can be taken forward and some proposals may have to wait a while before they become a priority for funding. The CATG makes recommendations to the Area Board who will decide which schemes will be funded and taken forward. We will keep you informed of progress as we go through the steps outlined.

CATG Action / Rec

Issue I am writing on behalf of the owner of Patterdown Farm House Chippenham. I am a town councillor for Lowden Rowden Ward. I also represent the town council on CATG. There is an issue with traffic heading north at Queensbridge at the junction of Patterdown and Saltersford Lane B4528 Chippenham. Ever since the Highway Authority changed the road layout and put in new traffic lights there have been incidents around one a year where cars end up breaching the property boundary. There is a tight bend in the road Patterdown immediately north of the traffic lights and there is a clear risk that drivers of vehicles heading north towards Chippenham fail to appreciate the tightness of the bend especially in the dark. Mercifully no one has been injured but there is clearly a risk to the adjacent property and its occupants and to road users. A photograph of a vehicle Ford Focus that has run into the boundary fence of the property is available.

Issue Location Chippenham

Street / Location Patterdown Junction with B4528 Saltersford Lane SN15 2NP

Electoral Division By Brook

Issue Duration Since the road layout was changed at the junction - exact date not known.

Who is Affected Road users and residents at Patterdown Farm House. The owner of the property has incurred significant expense in repairs or replacement of boundary wall or fencing.

What has been done so far	This is a highways matter which should be addressed by Wiltshire Council to reduce risks to persons and property.
What would resolve issue	It is suggested that chevron signage be installed to warn and guide motorists of the tight bend in the road immediately north of the junction or alternative measures to reduce the risk of accident in this location.
Who needs to come together	Wiltshire Council (Highways Authority) in conjunction with Chippenham Town Council, and the Chippenham Area Transport Group.
Classification	Community Area Transport Group
In touch with Councillor	Yes
Sub Classification	
Current Status	in progress

Area Board Issue 7196

Submitted 01/05/2019 11:35:24

Reference No 7196

Issue Summary CATG obstructed turn from BT Car park

UPDATED

Latest Update 03/05/2019 07:55:18 Thank you for raising your issue with the Area Board. The Council has set up a way for local people to decide local highway improvement priorities. A local community area transport group (CATG) of local people and elected councillors comes together to consider issues and proposals and to recommend those schemes that can be taken forward in any year. Before the CATG can consider a proposal, it must first consult the local parish or town council. Only if the parish supports the issue will it be considered further. If your issue is supported by the parish council, it will be submitted to the CATG for consideration. The CATG will then decide whether it should go forward onto the list of priority schemes. Resources are very limited, so it is important that schemes are prioritised in this way. Obviously, not all schemes can be taken forward and some proposals may have to wait a while before they become a priority for funding. The CATG makes recommendations to the Area Board who will decide which schemes will be funded and taken forward. We will keep you informed of progress as we go through the steps outlined.

CATG Action / Recommendation

Issue When exiting the BT telephone exchange car park visibility of oncoming traffic is restricted by cars parked on either side of the exit. This parking is legal but far too close to exit to allow drivers exiting the exchange to see oncoming traffic. The effect is that drivers have to edge out into the oncoming traffic and hope they stop. When doing so it often causes oncoming traffic to deviate at the risk of hitting traffic coming from the opposite direction. The situation is especially dangerous when college students use the road as they do not have the same road sense as experienced drivers and can drive close to the parked cars rendering themselves invisible to the drivers leaving the exchange. Recently there have been incidents where motorbikes have been caused to swerve severely to avoid a collision. It is only a matter of time before someone is seriously hurt.

Issue Location Chippenham

Street / Location BT Telephone exchange Cockelbury Lane Chippenham

Electoral Division Chippenham Monkton

Issue Duration Years

Who is Affected	All users of the area of Cockelbury Lane In the area around the BT car park exit.
What has been done so far	We have raised this with the county council who referred us to the Town Council
What would resolve issue	Change the parking arrangements on the road either side of the BT car park exit to improve the visibility of oncoming traffic.
Who needs to come together	Chilpenham Town Council/ Parish Council/ County Council
Classification	Community Area Transport Group
In touch with Councillor	No
Sub Classification	
Current Status	In progress



Agenda Item 9(ii)

Meeting	Planning, Environment & Transport Committee
Date	6 June 2019
Report Title	Chippenham Community Area Transport Group (CATG) Dropped Kerb Exercise 2019/20
Author	Ann Chard, Administrative Services Officer - Planning

1.0 PURPOSE OF REPORT

- 1.1 Councillors are also asked to consider Wiltshire Council's CATG's annual dropped kerbs exercise for 2019/20.

2.0 INTRODUCTION AND BACKGROUND INFORMATION

- 2.1 Wiltshire Council's CATG has recommended funding for a dropped kerbs exercise to take place in the Chippenham Community Area for 2019/20. Chippenham Area Board agreed that:

- That dropped kerbs will be considered once a year and dealt with together to maximise the budget.
- Requests for dropped kerbs should demonstrate benefit to community, requests from individuals for dropped kerbs will not be considered.

3.0 ANNUAL DROPPED KERBS EXERCISE

CATG has announced it will fund dropped kerbs from its 2019/20 budget, however, no exact sum has been allocated.

Town and Parish Councils will be expected to contribute 50% towards the cost of dropped kerbs in their area. Wiltshire Council advises that whilst specific costs will vary, standard dropped kerbs typically cost approx. £1,500 per pair. If difficulties are encountered, this could rise. The contribution of 50% required from the Town Council would therefore be approx. £750 per pair. The Traffic Engineer advises the Town Council to submit requests, specifying an order of preference.

Requests will be considered at the CATG meeting to be held on 25 June 2019.

4.0 CONTRIBUTION TO CORPORATE PLAN PRIORITIES

4.1 Working collaboratively with Wiltshire Council regarding Chippenham Community Area Transport Group (CATG) annual dropped kerbs exercise will contribute to the following corporate priorities:

- i) Corporate Priority 1 - Provide facilities and services which support and develop a well-connected town, which promotes health and wellbeing.
- ii) Corporate Priority 2 – Take an active role in the future development of Chippenham through collaboration with partners and stakeholders.

5.0 STAFFING IMPLICATIONS

5.1 There are no staffing implications.

6.0 FINANCIAL IMPLICATIONS

6.1 Wiltshire Council expect a commitment of 50% match funding from the Town Council for any approved schemes.

7.0 LEGAL IMPLICATIONS

7.1 There are no legal implications.

8.0 RECOMMENDATION

8.1 Councillors note Wiltshire Council's dropped kerb exercise for 2019/20 and consider whether the Committee wish to put forward any requests for consideration.

8.2 Councillors provide as much information as possible on any sites put forward.