



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

17 June 2021

To Councillors:

Clare Cape (Vice)
Robert Giles
Andy Phillips
David Poole
Chris Ruck
Matthew Short

Bill Douglas
Gemma Grimes (Chairman)
Nina Phillips
Nic Puntis
John Scragg
Hayley Wilson

Meeting of the Planning, Environment & Transport Committee - Thursday 24 June 2021

Dear Councillor

You are summoned to attend a meeting of the Planning, Environment and Transport Committee to be held in the Town Hall, High Street, Chippenham on Thursday 24 June 2021 commencing at 7pm for 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. Members of the public are requested to send their public question to enquiries@chippenham.gov.uk by 12pm on the day before the meeting and confirm whether they will be in physical attendance or require an officer to read out the question on their behalf. Priority of physical attendance at a Council meeting will be given to the press and those who have sent their public question in advance and will read it out, remaining seats will be allocated on a first come first served basis.

Alternatively, anyone who wishes to watch the meeting only can do so via this link:
<http://youtube.com/channel/UCLhKQ0VMR7-mu7GvGYO3uGg/live>

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. Please note that this meeting will be live streamed to YouTube and will remain there in the public domain for a period of 6 months.

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.

To aid the meeting process, Chippenham Town Council ask members of the public to email their questions to enquiries@chippenham.gov.uk no later than 12pm on the day before the meeting.

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 be included as an appendix to the minutes.

Agenda

Planning, Environment & Transport Committee meeting - Thursday 24 June 2021

- | | 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> | | |
| 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. | | |

4. **MINUTES**

To approve as a correct record and to sign the draft minutes of the meeting held on Thursday 03 June 2021 (attached separately).

5. **CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements from the Chairman.

Item 6 to consider

6. **PLANNING APPLICATIONS**

All

?

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 of the Committee to attend and make a recommendation to the Wiltshire Council Ward Member.

7. **FORMAT OF PLANNING AGENDAS**

All

To receive a verbal update from the Director of Community Services and to consider the format of future agendas for the Planning, Environment and Transport Committee. That they be either:

i) In the same format where all applications are considered individually.

ii) Presented with applications to consider first followed by Householder Planning and/or Tree Applications where there are no officer recommendations for objections be presented on block for noting by the PET Committee. Councillors will still be able to raise queries on any of the Householder Planning and/or Tree Applications in advance of the meeting. Councillors could request in advance with the Chairman that they be discussed individually at a meeting.

		Wards affected	Page no.
Items 8-10 to note			
8.	<u>URGENT ACTION</u>		?
	To receive an Urgent Action Form containing a PET decision made under delegated authority by the Chief Executive in accordance with Standing Order 11.4 due to the deadline pertaining to the application for licencing (copy attached).		
9.	<u>PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT</u>		
	To note the following:		
	i) Temporary closure of part of Upper Cocklebury Lane Chippenham, from its junction with B4069 for a distance of approximately 300 metres in a south-easterly direction, 24 July between 07:00 and 19:00 hours	Hardens & Central	
10.	<u>BUS CONSULTATION</u>	All	?
	For councillors to note the request for new suggestions for new bus services or changes to existing bus services as part of the Bus Back Better strategy. (Copy Attached)		
	Councillors to email any suggestions to the Planning Officer by 1 July 2021 so a reply can be forwarded to Wiltshire Council.		
11.	<u>ITEMS FOR COMMUNICATION</u>		
	To consider any items for communication and any items to be consulted with the Youth Council.		
12.	<u>DATE OF NEXT MEETING</u>		
	The next meeting of this Committee will take place on Thursday 15 July 2021 at 7pm.		



PLANNING APPLICATIONS - 24 June 2021

Planning applications listed below can be viewed on Wiltshire Council's website by clicking on the individual application numbers.

Application No.	Address/Description	Ward
PL/2021/04418	Householder Planning Permission 130 London Road, Chippenham, SN15 3BA Single storey rear extension together with loft conversion and repositioning of boundary wall.	Hardens & Central
PL/2021/05515	Prior Approval for retail, betting/loan shop/casino to restaurant or cafe 6 Station Hill, Chippenham, SN15 1EG Notification for Prior Approval Change of Use from Retail to Cafe/ Restaurant	Monkton
PL/2021/05608	Consent under Tree Preservation Orders 20 St Margarets Gardens, Chippenham, SN15 2BU Poplar Tree (T2) reduce large limb over road back to grass verge 2-3 metres. Lift Lime group (T3) lift lower crown over road to 6 metres.	Lowden & Rowden
PL/2021/04269	Removal/variation of conditions Unit 1B, Hathaway Retail Park, Foundry Lane, Chippenham, SN15 1JG Variation of Condition 2 of 20/11567/FUL Relating to Approved Plans	Hardens & Central/Monkton
PL/2021/05661	Consent under Tree Preservation Orders 171 Queens Crescent, Chippenham, SN14 0NW Re Pollard 1 Lime Tree Back to Previous Pruning Points (T1)	Cepen Park & Hunters Moon
PL/2021/04750	Householder Planning Permission 61 Stonelea Close, Chippenham, SN14 0DD Single storey extension to rear of property.	Sheldon
PL/2021/05776	Notification of proposed works to trees in a conservation area 61 Malmesbury Road, Chippenham, SN15 1PT T1 (Conifer) - Fell.	Hardens & Central
PL/2021/04593	Householder Planning Permission 5 Montague Close, Chippenham, SN15 3NZ Proposed alterations to front porch, side extension and rear extension	Monkton

PL/2021/04614	Householder Planning Permission 4 Noyes Close, Chippenham, SN14 0TP The erection of a single storey rear extension. The conversion of the existing garage and raising of its eaves for first floor accommodation providing a habitable annexe to the main dwelling.	Cepen Park & Derriads
PL/2021/04354	Full planning permission Former Station Garage, 5 Union Road, Chippenham, SN15 1HW Installation of external Air Source Heat Pump & external flue to rear courtyard, replacement of roller shutter door with glazed doors and introduction of coffee roasting business to the ground floor.	Hardens & Central
PL/2021/05816	Notification of proposed works to trees in a conservation area 46 New Road, Chippenham, SN15 1HL T1 - Section fell Holly tree to as close to ground level as possible to allow more light to neighbouring plants T2 - Section fell 10ft dead old tree stump to as close to ground level as possible.	Hardens & Central
PL/2021/05840	Consent under Tree Preservation Orders 2 Truro Walk, Chippenham, SN14 0QY Lime (T1) re-pollard to previous cutting points, tidying up any unevenness that there may be in shape of the crown.	Cepen Park & Hunters Moon
21/02435/LBC	Listed building consent Flat 6, 45 St Mary Street, Chippenham, SN15 3JW Replace existing entrance door to the flat with a new fire door, replace existing entrance door closer with a hidden self-closer. - Removal of glass panel in modern stud wall of hallway storage cupboard, replace hallway storage cupboard door to match the majority of other existing internal doors throughout the flat. - Removal of existing stud airing cupboard in the bathroom. Removal of modern plastic secondary glazing panels from windows.	Hardens & Central
PL/2021/05779	Consent under Tree Preservation Orders 3 Sandes Close, Chippenham, SN15 2NH T1 - Section fell self sown Ash tree due to having Ash dieback and pushing against boundary fence. Tree is multi-stemmed with poor unions, with a height of approx 6m and radial spread of 2m.	Lowden & Rowden
PL/2021/04996	Householder Planning Permission 10 Birch Grove, Chippenham, SN15 1DD Proposed single storey rear extension and two storey side extension.	Hardenhuish
PL/2021/04664	Full planning permission Morrisons, West Cepen Way, Chippenham, SN14 6UZ Home shopping extension with vehicle parking canopy	Cepen Park & Derriads

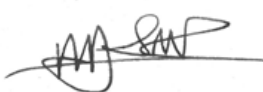
PL/2021/05068	Householder Planning Permission 6 Wedmore Avenue, Chippenham, SN15 1QP Proposed extension and alterations.	Hardenhuish
PL/2021/05095	Consent to display an advertisement Hathaway Retail Park, Unit 3b, Foundry Lane, Chippenham, SN15 1JG 2 x Internally illuminated flex-face signs, 1 x internally illuminated fascia panel, 1 x Vinyl totem overlay patch.	Monkton
PL/2021/05603	Householder planning permission 6 Paveley Close, Chippenham, SN15 2BZ Erection of a two storey side extension	Lowden & Rowden
PL/2021/04918	Householder planning permission 28 Sheldon Road, Chippenham, SN14 0BW Ground floor & First Floor Rear Extension	Lowden & Rowden
PL/2021/06006	Removal/variation of conditions Former Mill House Public House, Methuen Park, Chippenham, Wilts, SN14 0UL Variation of condition 6 of 19/04609/FUL (Demolition of the existing building and the erection of a Class A1 discount foodstore with associated access, parking and servicing areas, and landscaping) to allow highway works to be completed within 6 months of store opening	Cepen Park and Hunters Moon
Amended Plans		
PL/2021/04435	Householder planning permission (amended description) 99 Hardens Mead Chippenham SN15 3AB Single storey extension to front	Hardens & Central



Delegated Authority (Urgent Action) Form

In accordance with Standing Orders, under section 11, The Role of the Proper Officer:

11.4 There shall be delegated to the Chief Executive the authority to act in respect of any function of a committee or sub-committee, which in their opinion is routine. This delegated authority shall only be exercised in consultation with the Chairman or Vice Chairman of the committee or sub-committee within whose terms of reference the particular function lies. Each exercise of delegated authority under this Standing Order shall be reported for information to the next meeting of the committee or sub-committee within whose terms of reference the particular function lies or to Council, by completing the Delegated Authority (Urgent Action) form.

Date	10 June 2021
Nature of Urgent Action	Response to Planning Application for a New Premises Licence for Coq Restaurant, 20 Timber Street, Chippenham, SN15 3BS before deadline of 22 June.
Matter raised by	Democratic Services Team
Date considered by the Chief Executive	14 June 2021
Consulted with Leader or Deputy Leader or Chairman or Vice Chairman	Consulted with Leader and Chairman of PET on 17 June 2021.
Action Taken Decision/Outcome Include Financial and Legal Implications	Submit Town Council observation of 'No Objection' to the application for a New Premises Licence for Coq Restaurant, 20 Timber Street, Chippenham, SN15 3BS before deadline of 22 June 2021 which fell before the next PET meeting on 24 June 2021.
To be reported for information to this committee or sub-committee	PET Committee on 24 June 2021
Signed by Chief Executive	
Dated	17 June 2021

How to make suggestions for improved or enhanced bus services in Wiltshire

Briefing Note No. 21-08

Service: Communities & Neighbourhood Services – Passenger Transport

Further Enquiries to: Jason Salter
Date Prepared: 1st June 2021
Direct Line: (01225) 713454 or 7133334

On 15 March this year the government published "[Bus Back Better](#)" a national bus strategy for England, which outlines ambitious reform of how bus services are planned and delivered.

The strategy will deliver better bus services for passengers across England, through ambitious and far-reaching reform of how services are planned and delivered. It will make buses:

- more frequent
- more reliable
- easier to understand and use
- better co-ordinated
- cheaper.

The strategy is seen as an important part of the “levelling up agenda” and recognises that where commercial bus companies and local transport authorities work closely together buses are the easiest, cheapest and quickest way to improve transport. Some £3bn has been set aside in this parliament to be spent on increasing bus usage nationally through the national bus strategy.



As a prelude to this strategy the Government’s Better Deal for Bus Users, in March 2020, granted Wiltshire £671,000 as revenue support to help to improve the provision of local bus services in our area in one or more of the following ways:

- to improve current local bus services - for instance increasing evening or weekend frequencies, or supporting additional seasonal services in tourist areas;
- to restore lost bus routes where most needed to ensure people have access to public transport services;
- to support new bus services, or extensions to current services, to access e.g. new housing, employment opportunities, healthcare facilities etc.

Last spring, we consulted on how this grant could best be spent, and I would like to thank those who responded to that consultation; the information provided has been most useful in shaping our thinking.

However, in the year since we have seen tremendous change, but now we are approaching the end of the lockdowns we need to make definite plans of how we will spend this money. Because so much has changed, not only because of the Pandemic, but also because we have many new councillors who may have different priorities, we are seeking up-to-date suggestions on how this money should be spent.

While compiling these requests, please bear in mind that this funding is:

- time-limited, with no guarantee that further funding will be available at the end of the experimental period to allow the improvements to continue.
- this money will need to be spread around the county and so requests for small improvements to existing services are likely to be more successful
- a new all-day service could cost in the region of £150,000 per annum to operate and be difficult to resource
- one additional journey, or an extension of an existing one can make a significant to a community's connectivity

At the moment we are only asking for suggestions for new services or changes/additions to existing services. However, as the National Bus Strategy is implemented, we will be asking for suggestions of improvements that would make significantly more people from your community use public transport. We realise however, that you will need much longer to consult on this with local residents.

If you provided ideas previously, which you consider are still valid you don't need to do anything; they will remain on our list. But if needs have changed, please advise our Bus Network Manager at buses@wiltshire.gov.uk by **Wednesday 14th July 2021**, so that he can assess the feasibility of introducing these on an experimental basis using this funding, over the next 12 – 18 months.

Please accept our apologies for the short timescale for this consultation, but the monies need to be committed in this financial year and some of the suggestions may require lengthy procurement exercises.

If you wish to discuss this request in more detail, or obtain guidance on the feasibility of a suggestion before submitting it, please ring the Bus Network Manager on 01225 713454 or email him at buses@wiltshire.gov.uk.