



**Minutes of a meeting of the Planning, Environment & Transport Committee held in the Town Hall, Chippenham on Thursday 15 July 2021 at 7pm**

**Councillors present:**

Clare Cape (Vice Chairman)	Bill Douglas
Robert Giles	Andy Phillips
Nina Phillips	David Poole
Nic Puntis	John Scragg
Matthew Short	Hayley Wilson

**Officers present:** Matt Kirby, Director of Community Services  
Andy Conroy, Head of Planning  
Michael Weeks, Democratic and Civic Officer  
Kingsley Walker, Venues Team Member

**Public present:** No members of the public were present

**PUBLIC QUESTION TIME**

There were two written questions from members of the public, which are appended to these minutes at **APPENDIX A**. The responses to these questions were not part of the meeting but are appended to these minutes at **APPENDIX B**.

**24. APOLOGIES**

There were apologies for absence from Councillors Gemma Grimes due to self-isolating and Chris Ruck due to work commitments.

**25. NOTIFICATION OF SUBSTITUTION**

No notification of substitution was received.

**26. DECLARATION OF INTEREST**

Councillor Nic Puntis declared an interest in planning application 20/11468/REM due to owning property in the area.

**27. MINUTES**

The minutes of the meeting held on 24 June 2021 were proposed by Councillor Nic Puntis and seconded by Councillor Bill Douglas. With all in favour, it was;

## **RESOLVED that:**

The minutes were approved as a correct record and were signed by the Chairman.

## **28. CHAIRMAN'S ANNOUNCEMENTS**

- i) The agenda for this meeting was circulated to Councillors on Friday 09 July, which was 4 clear days before the meeting. To be transparent, the agenda was not posted to the website as public notice of the meeting until Monday 12 July which was 2 clear days, this was an internal administrative error and officers have identified how to ensure this does not happen again. Officers sought advice on whether to hold this meeting and were informed by a trainer in the Certificate of Local Council Administration that the decision should be made transparently by the Chief Executive and the Chairman of PET and announced at this meeting. It has been agreed to go ahead with the meeting and put measures into place to ensure this situation does not occur again. Additionally, when Modern.gov is live, it automates this process, when an agenda is published it will be sent out to Councillors, public and the website simultaneously.
- ii) Wiltshire Council New Active Travel Schemes. One of these schemes is to create a light traffic route for cyclists and pedestrians along Easton Lane by prohibiting motor vehicles on that part of Easton Lane that crosses over the A350 (the bridge). There is a survey for residents and businesses about the scheme which ends on 18th July.
- iii) There was a report to Wiltshire Council Cabinet on 29th June about the feedback received from the Local Plan Review consultation earlier in the year. Wiltshire Council will now be reviewing their evidence base on housing needs, employment land, renewable energy, zero carbon development and off-grid energy networks in light of the feedback received.
- iv) Future Chippenham (HIF BID). An agenda has been published for an extraordinary Wiltshire Council Cabinet meeting due to take place on 21st July setting out recommendations on the selection of the route, and the reports are available to view on the Wiltshire Council website. Local Councillors have received an invite to a briefing on the report on Friday. There is now proposed to be a southern section of the road only, subject to agreement from Homes England, and the outcome of the Local Plan Review amongst other factors.

**29. PLANNING APPLICATIONS**

**RESOLVED that:**

- (i) The attached list of observations on planning applications be submitted to the Local Planning Authority.
- (ii) It was proposed by Councillor Bill Douglas and seconded by Councillor Matthew Short that planning application 21/01153/FUL be called-in.

**30. PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT**

The following was noted:

- i) Phase A, Temporary closure of Saxon Street (Part), Chippenham; from its junction with Footpath 68, Chippenham for a distance of approximately 50 metres in a southerly direction; Phase B, Temporary closure of Wessex Road (Part), Chippenham; from its property 25 Wessex Road for a distance of approximately 50 metres in an easterly direction, to enable Wiltshire Council to re-deck bridges on Wessex Road and Saxon Street, from 16 July to 6 September 2021.
- ii) Those parts of the road known as Lowden Avenue, Chippenham; between the entrance to Cinders End and the junction with Audley Road, to be closed (save in all cases of emergency) to all vehicular traffic on Sunday 18 July between 12.00 & 19.00 for the purpose of a street party.

**31. ITEMS FOR COMMUNICATION**

There were no items requested for communication.

**32. DATE OF NEXT MEETING**

The next meeting will take place on Thursday 05 July 2021 at 7pm.

The meeting concluded at 8.27pm

These minutes are subject to confirmation at the next meeting  
Signed on behalf of the Committee as a true record of the meeting

Chairman:

Date:

**PLANNING APPLICATIONS - 15 July 2021**

<b>i) Planning Applications for consideration:</b>		
<b>Application No.</b>	<b>Address/Description</b>	<b>Ward</b>
<a href="#">PL/2021/05202</a>	<p><b>Prior approval Part 3 Class O: Offices to dwellinghouses</b>                      1 Market Place, Chippenham, SN15 3HD                      Prior Notification under Class O for the change of use of offices (Class B1a) to form 3 dwellings                      Cllrs Bill Douglas and Matthew Short consulted:                      - No Objection</p> <p>The proposed change of use is supported given there would be no negative impacts on transport and highways, contamination risk or flood risk. The impacts of noise from the ground floor retail could be adequately mitigated by acoustic insulation via condition or Building Regulations. Flats would be of a decent size and natural light afforded to all habitable rooms. If there are no overlooking/privacy concerns it is recommended that the high-level windows proposed to be introduced on the south east elevation are enlarged to normal size.</p>	Hardens and Central
<a href="#">PL/2021/05234</a>	<p><b>Full planning permission</b>                      3 Centurion Close, Chippenham, SN15 3TQ                      Full planning permission for the erection of an attached two bedroom dwelling and associated works.                      Cllr Clare Cape consulted:                      - No Objection</p> <p>The proposed development is an improvement on the previously refused scheme in terms of its footprint and design, reduction down to two bedrooms, relationship to No. 3, and reduction of one car parking space (as per the Town Council's request) and therefore no concerns are raised.</p> <p>However, we would like to re-iterate our previous comments that further details of existing and proposed front and rear boundary treatment should be submitted up front with this application. Whilst there is no objection to the removal of the leylandii hedge this should be replaced by a new native hedgerow (not a timber close boarded fence) to ensure that high quality boundary treatment to the public realm remains. A soft</p>	Pewsham

	landscaping scheme, which includes new tree planting should be submitted in support of the application.	
<a href="#">PL/2021/06177</a>	<b>Householder planning permission</b> 5 Townsend Place, Chippenham, SN14 0TS Single storey rear extension with minor internal alterations. Cllrs Nic Puntis and Hayley Wilson consulted: - No Objection	Cepen Park & Derriads
<a href="#">PL/2021/05431</a>	<b>Householder planning permission</b> 11 Ripon Close, Chippenham, Wilts, SN14 0QF Two storey extension and alterations to existing dwelling No Ward Cllr Present: - No Objection	Cepen Park & Hunters Moon
<a href="#">PL/2021/05482</a>	<b>Householder planning permission</b> 9 Hawkins Close, Chippenham, SN15 3SJ Single storey extension to side of existing dwelling Cllr Clare Cape consulted: - No Objection	Pewsham
<a href="#">PL/2021/05685</a>	<b>Householder planning permission</b> 19 Park Avenue, Chippenham, SN14 0HB Conversion of garage into habitable room, window to replace garage door Cllrs Andy Phillips and Nina Phillips consulted: - No Objection  The garage should be tied to the property.	Sheldon
<a href="#">PL/2021/04938</a>	<b>Lawful development: Existing use</b> 25 Eastern Avenue, Chippenham, SN15 3LP Certificate of Lawfulness for an existing garage <b>No Ward Cllr present:</b> - <b>Objection</b>  Whilst the existing garage building may well have been in situ for longer than four years no evidence has been submitted to demonstrate this. The Applicant should submit dated evidence e.g. builder's invoices, Building Regulations certificates, dated photographs, dated aerial/streetview images etc. which proves the building, as exists, has been in situ for longer than 4 years in order to justify the grant of a certificate on the balance of probability.	Monkton

<a href="#">PL/2021/04918</a>	<p><b>Householder planning permission</b>  28 Sheldon Road, Chippenham, SN14 0BW  Ground floor &amp; First Floor Rear Extension  Cllrs Andy Phillips and Nina Phillips consulted:  - No Objection</p>	Sheldon
<a href="#">PL2021/04608</a>	<p><b>Full planning permission</b>  42 Barons Mead, Chippenham, SN14 0LN  Retrospective division of existing garden shed to a mini hair salon  Cllrs Nic Puntis and Hayley Wilson consulted:  - No Objection</p> <p>It would normally be unacceptable for a commercial use (non-ancillary) to operate from a domestic premises. However, it appears that the proposed commercial use is small scale in nature, has already been operating without complaints, has sufficient parking, and is some distance from the nearest neighbour. There is a question over whether the building itself has permission in the first place. Therefore, on balance, if conditions were attached to ensure that this use cannot expand in the future and does not affect residential amenity (e.g. opening hours restrictions, number of customers allowed on the premises at any one time etc.) concerns would be sufficiently alleviated.</p>	Cepen Park & Derriads
<a href="#">PL/2021/05908</a>	<p><b>Householder planning permission</b>  54 Southmead, Chippenham, SN14 0RU  Single storey extension to front of property  Cllrs Andy Phillips and Nina Phillips consulted:  - No Objection</p>	Sheldon
<a href="#">PL/2021/03270</a>	<p><b>Householder planning permission</b>  55 Plantation Road, Chippenham, SN14 0EX  Single storey extension to rear property  Cllrs Andy Phillips and Nina Phillips consulted:  - No Objection</p>	Lowden and Rowden
<a href="#">PL/2021/05263</a>	<p><b>Householder planning permission</b>  58 Marshall Street, Chippenham, SN14 0ED  Proposed two storey extension  Cllrs Andy Phillips and Nina Phillips consulted:  - No Objection</p>	Sheldon

<a href="#">PL/2021/05369</a>	<p><b>Householder planning permission</b>        86 Lowden, Chippenham, SN15 2BS        Double garage, vehicle turning forecourt, vehicle access link to Lowden Road and to plant new trees.        Cllrs David Poole and John Scragg consulted:        - Objection</p> <p>Subject to Highways being satisfied that the proposed driveway would not harm pedestrian or vehicular safety, that the amenity of the occupiers of No. 85 would not be harmed as a result of vehicles passing by front habitable rooms, and that the proposed garage is ancillary to No. 86 and tied to the host dwelling by way of condition, the principle of the development would be acceptable.</p> <p>However, the tree'd embankment to the railway corridor and surrounds is an important green infrastructure corridor running through the town. The proposed removal of 11 trees on the site would require submission of a BS5837:2012 Tree survey to quantify the quality and dimensions of the existing trees, and an Arboricultural Impact Assessment to quantify the loss/retention as a result of the proposed development, with a minimum of a Tree Protection Plan detailing how the existing trees to be retained would be protected throughout the development. An Arboricultural Method Statement may also be necessary as it would appear there are works proposed within the Root Protection Area of existing trees on the embankment (the removal of the low brick wall and installing a new timber fence). Without such information being submitted the proposed development would likely harm/result in removal of existing trees on the site, which would be contrary to CP52 and CP57 of the Wiltshire Core Strategy, and the NPPF.</p>	Lowden & Rowden
<a href="#">PL/2021/05866</a>	<p><b>Consent to display an advertisement</b>        Chippenham Filling Station, Hungerdown Lane,        Chippenham, SN14 0JH        2x new fascia logo signs        2x new bands        2x new bands        Cllrs Nic Puntis and Hayley Wilson consulted:        - No Objection</p>	Cepen Park & Derriads

<p><a href="#">PL/2021/05407</a></p>	<p><b>Full planning permission</b>  Chippenham Town Football Club, Bristol Road,  Chippenham, SN15 6LR  Proposed additional covered seating and alterations to  existing facilities and removal of six trees  Cllr Robert Giles consulted:  - Objection</p> <p>The proposal to improve facilities by providing new  structures at the Club is welcomed and supported.</p> <p>The proposed plans appear to show a pinchpoint at the  exit gates because of the new structure proposed to be  sited close by and we wish to be assured that this would  not cause any access issues for crowds when leaving the  ground.</p> <p>However, the site immediately adjoins Donkey Field  green infrastructure corridor - an important corridor for  wildlife and visual amenity. Recent works by the Club,  including removal of trees along this boundary, new  fencing and tarmacadam, have had a negative visual  impact on the setting of Donkey Field. Opportunities to  soften this boundary with new landscaping should be  pursued as part of this current proposal.</p> <p>Without submission of an Arboricultural Report (in  accordance with BS5837:2012) to assess the quality of  the 6 trees proposed to be removed, or any detailed  explanation given as to why these trees cannot be  retained (they do not seem to conflict with any  proposals other than removing the containers, which  could be worked around with appropriate Tree  Protection measures/an appropriate method  statement), the application cannot currently be  supported. These trees provide landscape value, which  is higher as a group of trees than individuals, and appear  to be mature specimens which increases their landscape  and environmental contributions (acknowledging though  that silver birch are not a particularly long lived  species). The condition and maturity of the trees may  inform the future landscape management of the area,  but without justification for their removal the proposal  would be contrary to CP52 and CP57 of the Wiltshire  Core Strategy and the NPPF.</p> <p>The proposed development would increase spectator  capacity at the ground (by 150 people) and this has the</p>	<p>Hardenhuish</p>
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	<p>potential to put significant additional pressure on parking, both on site and in the local area (including Bristol Road and surrounding residential streets). A Transport Assessment should be submitted to assess this impact. Notwithstanding the findings of any Transport Assessment, the proposal would generate an increase in traffic to the site and mitigating this should be a key aspect of the application, by promoting active travel and avoiding the need to drive to matches. This should be achieved by:</p> <p>a) providing safe and secure cycle parking at the site in accordance with minimum standards (the site already has limited cycle parking available); and</p> <p>b) a contribution (through S106 or S278 Agreement) towards physical highway improvements in the vicinity of the site, to make it easier to access the site via cycling or walking (there are currently poor cycle links to/from town centre and northern suburbs to the site) and/or a contribution towards improved cycle/pedestrian wayfinding signage in the vicinity of the site.</p> <p>As it stands the proposal cannot be adequately assessed for its traffic impact and does not encourage sustainable transport alternatives, and would therefore be contrary to CP61, CP62 and CP64 of the Wiltshire Core Strategy and the NPPF.</p>	
<p><a href="#">PL/2021/05702</a></p>	<p>Kings Lodge School, Lodge Road, Chippenham, Wiltshire, SN15 3SY To renew the planning permission for an existing double mobile classroom, mobile number 609 (92) Cllr Clare Cape consulted</p> <p>Due to no plans being available the Town Council can not comment on this application.</p>	<p>Pewsham</p>
<p><a href="#">PL/2021/06779</a></p>	<p><b>Consent under Tree Preservation Orders</b> 9 Maur Close, Chippenham, SN15 2NJ Sycamore tree (T1 of TPO N 118) - remove deadwood, reduce by 30% &amp; balance crown Cllrs David Poole and John Scragg consulted: - No Objection</p> <p>The applicant previously applied for consent to fell this tree in January 2021- 21/02460/TPO, which was refused. The defect has since been investigated using tomography and in this application remedial works proportionate to the level of decay have been proposed</p>	<p>Lowden &amp; Rowden</p>

	which allow the retention of the tree.	
<a href="#">PL/2021/06343</a>	<p><b>Consent under Tree Preservation Orders</b>  4 St Margarets Gardens, Chippenham, SN15 2BU  Ash - fell because it has ash die-back stage 2-3. Replant with one standard Beech.  Cllrs David Poole and John Scragg consulted:  - No Objection</p> <p>This tree was previously reported to The Town Council and it was inspected before it was established that the tree was the responsibility of Highways. The Town Council agrees it presents an unacceptable risk of harm which can only be mitigated through removal and replacement.</p>	Lowden & Rowden
<a href="#">PL/2021/06432</a>	<p><b>Consent under Tree Preservation Orders</b>  Malmesbury Road Garage, Methen Park, Chippenham, SN14 0GX  T1 - Oak - 30% crown reduction  No ward Cllr present:  - No Objection</p> <p>The tree has previously been reduced approximately 20-30% and there is less than a metres regrowth from the previous pruning points. A crown reduction of another 30% would appear to go beyond these previous pruning points, which would unnecessarily reduce the significant value (equivalent to BS5837:2012 Category A) and potentially impact on the vitality of this mature tree which can be seen from Bath road.  However, the council would be minded to approve a crown reduction back to the previous pruning points only.  Inonotus dryadeus and Ganoderma sp. fungal bodies were observed on the basal trunk, however good adaptive growth appeared to be present and no mention of these was made in the application.  The Town Council would consider that further evidence of extensive basal decay would be required before a more severe reduction is justifiable.  Consent is not required for the removal of deadwood, or the removal of ivy in an ecologically sensitive manner (habitats must not be disturbed).</p>	Cepen Park & Hunters Moon

<b>Amended Plans:</b>		
<a href="#">21/01153/FUL</a>	<p><b>Full planning permission</b>  Land at Dyers Close, Chippenham, SN15 3LG  Demolition of existing garages; erection of detached bungalow with associated garage/parking and landscaped curtilage area; and public turning space.  <b>Cllrs Billd Douglas and Matthew Short consulted:</b>  - <b>Objection</b></p> <p>The Town Council wishes to maintain its objection and please refer to our previous comments. We have seen the latest comments from Highways but do not understand how the amended plan (the only amendment being removal of part of the front boundary hedge of No. 13) alleviates their original concerns. Surely the Applicant would still need to demonstrate that the cul-de-sac is safe and useable for the public to manoeuvre around in, even if not to adoptable standard, and this can only be evidenced by vehicle tracking. The proposed development would still block access to No. 13's existing driveway and even if a section of front boundary hedge were to be removed as proposed (does the Applicant own the land the hedge is on? If not, they would have to serve notice on No. 13) it would be entirely unreasonable to expect No. 13 to pay for the cost of having to install a new relocated driveway as a result of the proposed development.</p>	Hardens & Central
<a href="#">20/11468/REM</a>	<p><b>Reserved Matters</b>  Land at North Chippenham, Hill Corner Road, West of A350, Chippenham  Reserved Matters for Development Comprising the Erection of 37 Dwellings and Associated Landscaping on the Land at North Chippenham.  <b>Cllrs Robert Giles consulted:</b>  - <b>No Objection</b></p>	Hardenhuish

### Public Comments and Questions

At the invitation of the Chairman residents made the following comments and questions:

Written public question:

1. Planning Application PL/2021/06432  
Consent under Tree Preservation Orders Malmesbury Road Garage, Methen Park, Chippenham, SN14 0GX T1

Under agenda item 6, the application states "Oak - 30% crown reduction". I wonder why then, within the application paperwork, it recommends that the tree (which is "a large, mature English Oak in moderate condition" and is subject to a Tree Preservation Order), "be removed completely and the stump ground out so that the car park can be extended". Within the paperwork it says it is "infested with ivy - that can easily be dealt with by cutting through the main growth points - and it is "Carrying a lot of dead wood", but a crown reduction would benefit the tree and may reinvigorate it's growth. It should at least be tried prior to cutting the tree down.

It seems to me that because the tree (and I quote) is "located in a strategic corner of the garage parking area and is raining deadwood, leaves and acorns onto customers cars.....also taking up valuable space for parking customer cars", that the owners of the garage want to get rid of it not because it is necessary to do so, but because they don't like the mess it causes to cars. At this time, as we run headlong into a climate emergency, we should be preserving and planting trees, not cutting them down simply to concrete over yet more land which will serve to increase the carbon footprint of Chippenham as well as removing another carbon sink.

I object to this planning application.

2. Regarding the Land at Dyers Close. Application: 21/01153/FUL

The 2 changes to this application are; the removal of a section of our hedge to improve the turning area, and a line of text safeguarding access to our parking space (13 Dyers Close).

We haven't been contacted by the land owners about this and certainly haven't agreed to anything.

1. Can they put in planning permission to remove someone else's hedge? And if planning is granted, will they be able to build the house anyway, given that the removal of the hedge is the reason that Highways Wiltshire have removed their objection?

2. The text safeguarding access seems to point towards a different area. Is the expectation that we will move our driveway at our cost, and what would happen if we don't? Will they be trying to build a fence in front of our current space?
3. If this goes ahead and we lose our space, where will the Council put an on-street disabled bay? We have a blue badge and losing our space would otherwise lead to us regularly needing to block the road.

DRAFT

### Not part of the meeting

Written responses to public questions asked at the Planning, Environment and Transport Committee meeting on 15 July 2021:

1. Thank you for your comments and questions asked at the Planning, Environment and Transport Committee on 15 July 2021, your comments have been noted. The Town Councils Arboricultural Officer has supplied a report regarding this application which will be forwarded on to Wiltshire Council. This report can be found in the minutes of the meeting.
2. Thank you for your comments and questions asked at the Planning, Environment and Transport Committee on 15 July 2021, your comments have been noted. At the meeting Town Councils resolved to object to the amended plans under 21/01153/FUL, this objection has been forwarded to the relevant planning officer at Wiltshire Council. Further to the objection, members of the committee resolved to Call -In this application.

Call-in is only intended to be used in exceptional circumstances when councillors believe that a decision has been taken in a way that is contrary to the council's principles of decision making and when representations to the decision maker about these concerns have not resolved the issue.

This resolution has been passed on to your Wiltshire Councillor, Cllr Liz Alstrom ward, and will make contact the appropriate Planning Officer at Wiltshire Council regarding this matter.