



Minutes of a meeting of the Planning, Environment & Transport Committee held in the Town Hall, Chippenham on Thursday 05 August 2021 at 7pm

Councillors present:

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

Officers present: Matt Kirby, Director of Community Services
Andy Conroy, Head of Planning
Heather Rae, Head of Democratic Services
Kieran Moore, Technician/Duty Officer

Public present: No members of the public were present

PUBLIC QUESTION TIME

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

33. APOLOGIES

There were apologies for absence from Councillor Nina Phillips due to ill health.

34. NOTIFICATION OF SUBSTITUTION

No notification of substitution was received.

35. DECLARATION OF INTEREST

Councillor Nic Puntis declared a non-pecuniary interest in planning application PL/2021/06654 - 5A Market Place, Chippenham, SN15 3HD, due to owning a business near to the site.

36. MINUTES

The minutes of the meeting held on 15 July 2021 were proposed by Councillor John Scragg and seconded by Councillor Clare Cape. With all in favour, it was; **RESOLVED that:**

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

37. CHAIRMAN'S ANNOUNCEMENTS

i) The Chairman announced that following the Local Plan Review and Future Chippenham consultations earlier this year, Wiltshire Council is a) reviewing its evidence base for the Local Plan and b) Cabinet has decided to bring forward plans for an alternative road scheme and housing development under the Future Chippenham proposals. As we do not yet have detailed consultation proposals to review we do not plan to discuss the alternative Future Chippenham scheme at this meeting. However, further public consultation will be undertaken by Wiltshire Council in due course, with the draft Local Plan likely to be published in Spring 2022 and a Framework Masterplan for the Future Chippenham Scheme due to be consulted upon in Autumn this year. The likely process to consider any Local Plan proposals will be consideration by the Neighbourhood Plan Steering Group, before coming to this Committee for review. Following review at PET committee, a recommendation will be taken to a meeting of Full Council. A similar review process may be suited to any Future Chippenham housing proposal but this will be dependent upon the scale and nature of the proposals put forward for consultation. The Chairman highlighted that this committee would have further opportunity to consider Wiltshire's new proposals.

ii) The Chairman announced that Wiltshire Council's Bus Back Better Update on the informal bus survey was circulated to all Councillors last week on 28 July, but is open to the public. This non-statutory survey will run until 23 August 2021 and give Wiltshire Council an even better understanding of how bus services are used and how usage has been affected by the pandemic, details can be found on Wiltshire Council's website.

38. PLANNING APPLICATIONS

RESOLVED that:

- (i) The attached list of observations on planning applications be submitted to the Local Planning Authority.
- (ii) No applications be called-in.

39. **CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP (CATG): HIGHWAY IMPROVEMENT/METRO COUNT REQUESTS**

The Head of Democratic Services presented a report on Highway Improvement Requests submitted to the Town Council.

RESOLVED that:

- **CTC Ref 029 - White Verge Marker Posts**
 - The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to further debate and decision at a future PET Committee meeting.
- **CTC Ref 030 - Westmead Activity Centre Signage**
 - The Town Council supports this request in principle with the offer of £5000 funding from Chippenham Borough Lands Charity. This would support the new facility in the Town and help people to find it, it was suggested that signs could be added to the existing finger posts within the town. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to further debate and decision at a future PET Committee meeting.
- **CTC Ref 031 - Bishop Close Speed Bumps/Signs**
 - The Town Council objects to this request, this site being a cul-de-sac would be unsuitable for speed bumps. Councillor Clare Cape can be contacted by the resident if required.
- **CTC Ref 032 - Hedgehog Signs**
 - The Town Council objects to this request in its present format, and requested further research be undertaken to identify specific locations based upon justifiable evidence that the signs could be placed, and that more strategic information be provided.
 - Councillors highlighted that awareness could be raised through the Talk Chippenham newsletter in future.
 - Concerns were raised over the number of accidents caused by trying to avoid wildlife and speeding cars at night were highlighted as the cause of many hedgehogs that have been killed.
 - Councillors requested more evidence-based information and noted if it passes through Wiltshire Council, work could be completed with local hedgehog groups and potentially utilise the mapping tool introduced by the Hedgehog Society.
- **CTC Ref 033 - Poor Visibility Junction of Hill Corner Road**

- The Town Council supports this request in principle. However, this 'in principle' acceptance is made subject to a formal recommendation being made by Wiltshire Council and a fully costed report being submitted by Wiltshire Council and is subject to further debate and decision at a future PET Committee meeting.
- Councillors requested more thorough investigation in finding the right solution.

40. ITEMS FOR COMMUNICATION

Councillors requested communication to residents on Wiltshire Council's Bus Back Better Consultation.

41. DATE OF NEXT MEETING

The next meeting will take place on Thursday 26 August 2021 at 7pm.

The meeting concluded at 8.40 pm

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 - 05 August 2021

Application No.	Address/Description	Ward
PL/2021/06582	<p>Consent under Tree Preservation Orders Land to the rear of 13 Queens Crescent, Chippenham, SN14 0NF T1 Beech - Reduce to an 8m monolith just below the first main fork. Replant with one standard Beech within same area. Large Polyporus squamosus bracket located on main stem causing white-rot decay with the potential of stem fracture. No Ward Councillors present - No Objection</p> <p>An application to fell this tree (20/11281/TPO) was previously reviewed at the 07/06/2021 Town Council PET committee, and the Town Council objected against the application. The recommendation was made that a heavy reduction to a 6-8.5m monolith would be more appropriate in order to retain ecological value, and the fungal fruiting body should be properly identified. This subsequent application fulfils the above criteria and therefore the Town Council does not object to the specified works. The Town Council would recommend that new 'understorey' replacement tree/ trees are planted within the group.</p>	Cepen Park & Hunters Moon
PL/2021/06724	<p>Notification of proposed works to trees in a conservation area 45A The Butts, Chippenham, SN15 3JS Arizona Cypress (T1) - crown-raise to maximum 4 metres from ground level Honey Locust (T2) - fell. Cllrs Bill Douglas and Matthew Short consulted: - No Objection</p> <p>The works specified for T1 are acceptable to fulfil highway clearance obligations. T2 is an inappropriate species for its location and constraints (proximity of house/ conservatory) and its removal would not constitute a significant loss in amenity or wildlife value. The Town Council recognises that there is limited space for replacement tree planting, although smaller shrubs or pollinator friendly plants might be considered.</p>	Hardens & Central

PL/2021/06219	<p>Householder planning permission 22 Middlefield Road, Chippenham, SN14 6GY Alteration to existing outbuilding to become annex Cllrs Nic Puntis and Hayley Wilson consulted: - Objection</p> <p>The proposed annex to be accommodated within the existing rear outbuilding, would contain all the habitable rooms/facilities to enable it to function as a self-contained dwellinghouse, with no reliance on the main house. A dwellinghouse in this backland location, where rear gardens and distances between dwellings are small, would likely harm the amenity of adjoining occupiers through noise and disturbance. The outbuilding has a relatively small footprint and would therefore result in cramped and inadequate living conditions for future occupiers, with poor outlook, poor privacy and no private amenity space. There would be no off-street parking provided for the proposed annex. The proposed development would therefore be contrary to CP57 and CP64 of the Wiltshire Core Strategy, the National Design Guide and the NPPF.</p>	Cepen Park & Derriads
PL/2021/06001	<p>Removal/variation of conditions Rowden Park, Patterdown Road, Chippenham, Wiltshire Variation of Condition 1 of 17/08786/REM Relating to Approved Plans Cllrs David Poole and John Scragg consulted: - No Objection</p>	Lowden & Rowden
PL/2021/06223	<p>Householder planning permission 4 Avonmead, Chippenham, SN15 3PP Attic conversion plus single storey rear extension. Attached garage. Cllr Gemma Grimes consulted: - No Objection</p>	Monkton
PL/2021/06146	<p>Removal/variation of conditions 17 St Mary Street Chippenham SN15 3JN Variation of condition 2 on application 21/00293/FUL - New Garden Room to Rear of Property and Conversion of Attached Outbuilding into Annexe. Cllrs Bill Douglas and Matthew Short consulted: - No Objection</p>	Hardens & Central
PL/2021/06145	<p>Listed building consent (Alt/Ext) 17 St Mary Street Chippenham SN15 3JN New Garden Room to rear of property and conversion of</p>	Hardens & Central

	<p>attached outbuilding into Annexe. Cllrs Bill Douglas and Matthew Short consulted: - No Objection</p>	
<p>PL/2021/06307</p>	<p>Consent to display an advertisement Bath Road Retail Park, Bath Road, Chippenham, SN14 0AT Proposed 1 no. illuminated digital totem sign, 2 no. D6 Elonex Digital Signs and 1 no. D48 Elonex Digital Signs. Cllr Andy Phillips consulted: - Objection</p> <p>The Bath Road Retail Park benefits from good landscaping and tree screening, which together with residential properties located opposite, impart a relatively suburban, non-commercial character and appearance to the surrounding area, with minimal existing commercial signage present. The proposed D48 Digital Sign, by virtue of its size, illuminance and intermittent digital display would appear as a bright, overly scaled and entirely incongruous feature which would be very harmful to the visual amenity of the surrounding area. The proposed advertisement would not relate to any of the goods or services sold at the retail park and there are no other such digital advertisements of this type in the town (with such signs usually only displayed in cities or urban motorways). In order to accommodate the proposed sign it is likely that several boundary trees would need to be removed, which currently provide good screening of the car park from Bath Road.</p> <p>The proposed 2 x D6 Digital Signs, by virtue of their size, siting and illuminance, would result in incongruous features set within the landscaped verges of the Retail Park and would result in unnecessary advertisement clutter to the detriment of visual amenity.</p> <p>Given there is currently no totem sign to advertise the companies located on the Retail Park, there is some justification for having a totem sign in the location proposed. However, there are no existing digital totem signs in the town, and the height and illuminance of the proposed sign would make it appear as a bright, overly scaled and incongruous feature which would be very harmful to the visual amenity of the surrounding area. A standard, modified totem sign, at this location, may be supported.</p> <p>Both the proposed D48 and Digital Totem signs by virtue of</p>	<p>Sheldon</p>

	<p>their illuminance have the potential to harm the amenity of residential occupiers located opposite. Their proposed siting at a traffic light junction, and intermittent digital displays, have the potential to cause distraction to motorists and prejudice public safety on the highway.</p> <p>The proposed signs would be contrary to CP57 of the Wiltshire Core Strategy and the NPPF.</p>	
PL/2021/06830	<p>Consent under Tree Preservation Orders Greenways Business Park, Bellinger Close, Chippenham, SN15 1BN G29 - Poplar, Maple, Ash, Oak and Silver Birch thin group x 15%. G32 - Ash, Maple and Silver Birch :crown lift - 3.5 meters and prune back from building, 3x small Silver Birch fell. Trees overhanging car park areas and access road branches coming into contact with buildings. Cllr Robert Giles consulted: - No Objection</p> <p>Specified works are sympathetic and good arboricultural practice. Regarding the 15% thinning of G29, no replacement planting has been specified- there is potential for replacement planting of appropriate species elsewhere on the site and the Town Council would recommend that this is considered in the approval of this application.</p>	Hardenhuish
PL/2021/05460	<p>Householder planning permission 150 Wood Lane, Chippenham, SN15 3EE Hip to gable roof extension to include conversion of roof space and dormer extension to rear roof pitch. Infill ground floor extension and reconfiguration to existing fenestration. Cllrs Bill Douglas and Matthew Short consulted: - No Objection</p>	Hardens & Central
PL/2021/06546	<p>Householder planning permission 18 East Yewstock Crescent, Chippenham, SN15 1QR Replace existing conservatory with single storey flat roofed garden room. Cllr Robert Giles consulted: - No Objection</p>	Hardenhuish
PL/2021/06527	<p>Householder planning permission 2 Sandes Close, Chippenham, SN15 2NH Proposed rear extension & first floor room over garage</p>	Lowden & Rowden

	<p>Cllrs David Poole and John Scragg consulted: - No Objection</p>	
PL/2021/06584	<p>Listed building consent 29 High Street, Chippenham, SN15 3HA Part Replacement of Banking Hall Floor Slab to combat damp issues. Cllrs Bill Douglas and Matthew Short consulted: - No Objection</p>	Hardens & Central
PL/2021/06639	<p>Householder planning permission 2 Ladyfield Road, Chippenham, SN14 0AJ Erection of single and two storey extensions to dwelling including removal of existing rear lean-to detached garage and outbuilding and associated works. Cllrs David Poole and John Scragg consulted: - No Objection</p> <p>In order to achieve high quality design it is recommended that the proposed plans are slightly modified so that the proposed extension appears subservient to the main house. This could be achieved by set back of the front wall of the extension from that of the main house and lowering of the roof ridge of the extension from that of the main house.</p> <p>In addition, the plans should be modified to ensure that the material used for frontage parking is not tarmacadam and is permeable, allowing for natural drainage and reducing localised flood risk. It would be preferable to see at least some of the front boundary wall retained and space retained for on-street parking, given a large number of residents on this road only have access to on-street parking.</p>	Sheldon
PL/2021/06689	<p>Full planning permission Unit 3B, Hathaway Retail Park, Foundry Lane, Chippenham, SN15 1JG External alterations to unit Cllrs Bill Douglas and Matthew Short consulted: - No Objection</p>	Hardens & Central
PL/2021/07038	<p>Householder planning permission 7 Lady Coventry Road, Chippenham, SN15 3NE Two storey extension to rear and single storey extension to front of property. Cllr Gemma Grimes consulted: - No Objection</p>	Monkton

PL/2021/06654	<p>Councillor Nic Puntis declared a non-pecuniary interest in planning application PL/2021/06654 - 5A Market Place, Chippenham, SN15 3HD due to owning a business near to the site.</p> <p>Prior approval Part 3 Class O: Offices to dwellinghouses 5A Market Place, Chippenham, SN15 3HD Notification for Prior Approval under Class O for a Proposed Change of Use from Offices to Residential (Use Class C3) to Form 6 No. Self Contained Apartments Cllrs Bill Douglas and Matthew Short consulted: - Objection</p> <p>The proposed change of use to residential flats is supported. However, there is a lack of information provided in relation to the potential effects of existing surrounding business uses (e.g. the adjoining public house, ground floor commercial) upon the future occupiers of the proposed development, in particular in relation to noise, including mitigation measures required to reduce those effects to an acceptable level. In the absence of this information, it is not possible to fully assess whether the future occupiers of the development would have an acceptable living environment (negating the need to make noise complaints which could adversely affect the viability of existing business uses), contrary to Core Policy 57 of the Wiltshire Core Strategy and the NPPF.</p> <p>One of the reasons that Planning Application 20/01369/FUL was refused for 11 apartments at the site was due to a lack of information submitted regarding the legal right to use rear car parking spaces. No information has been submitted with this current application to address these concerns. In addition, the number of cycle spaces to be accommodated in the rear car parking area has not been specified. In the absence of this information it cannot be demonstrated that the proposal would accord with Core Policies 57, 60, 61 and 62 of the Wiltshire Core Strategy and the NPPF.</p> <p>Finally, consideration needs to be given as to whether the high level window serving Flat 5 would provide sufficient natural light to the kitchen/living/dining room of this flat.</p>	Hardens & Central
PL/2021/06879	<p>Householder planning permission 20 Wicks Drive, Chippenham, SN15 3FN Demolition of existing conservatory and construction of a single storey rear extension.</p>	Pewsham

	<p>Cllr Clare Cape consulted: - No Objection</p>	
PL/2021/06742	<p>Householder planning permission 134 Sheldon Road, Chippenham, Wilts, SN14 0BZ Two storey rear extension Cllrs David Poole and John Scragg consulted: - Objection</p> <p>The design and scale of the proposed extension would be poor - with the roof of the proposed extension crashing into the existing dormer window (of itself poor design). The resulting rear elevation, visible from Andrews Close, would appear discordant and out of character with the surrounding area. An acceptable solution would be the removal of the existing dormer, and a rear extension that tied into the rear roof of the main house (as at No. 136). There are also concerns that the proposed extension may result in loss of light to side windows in No. 136 if these windows serve habitable rooms. The proposed development would therefore be contrary to CP57 of the Wiltshire Core Strategy, the National Design Guide and the NPPF.</p>	Sheldon
PL/2021/06936	<p>Householder planning permission 41 Rowden Road, Chippenham, SN15 2AU Single storey rear extension. Cllrs David Poole and John Scragg consulted: - No Objection</p>	Lowden & Rowden
PL/2021/06650	<p>Listed building consent 7 Greenway Park, Chippenham, SN15 1QG To remove internal walls between the two pantries and the kitchen to incorporate the features of the pantry's within a larger kitchen Cllr Robert Giles consulted: - No Objection</p>	Hardenhuish
PL/2021/06998	<p>Consent to display an advertisement Currys LTD, Bath Road, Chippenham, SN14 0AT 2No econoflex face signs - illuminated 5No econoflex face signs - non illuminated 2No flat acm panel - non illuminated 2No contra vision vinyls 1No digitally printed icons - manifestation dots 4No digitally printed door vinyls 4No Frosted Vinyl lettering Cllrs David Poole and John Scragg consulted:</p>	Sheldon

	- No Objection	
PL/2021/06802	Amendment to Planning Permission 21/02156/FUL for the 'erection of a detached garage' Sycamore House, 16 Hardenhuish Lane, Chippenham, SN14 6HN Erection of a detached garage (Amendment to 21/02156/FUL) Cllrs Nic Puntis and Hayley Wilson - No Objection	Cepen Park & Derriads
PL/2021/06965	Householder planning permission 55A Audley Road, Chippenham, Wilts, SN14 0EJ Proposed ground floor rear extension (Amendment to planning permission 19/08109/FUL) Cllrs David Poole and John Scragg consulted: - No Objection	Lowden & Rowden
Amended Plans		
PL/2021/03144	Householder planning permission 8 Thomas Mead, Chippenham, SN15 3YS Proposed first floor extension to form master bedroom & enlarge existing bedroom Cllr Clare Cape consulted: - No Objection	Pewsham <i>(on website as Hardens and England - Historic)</i>
21/01804/FUL	Full planning permission 27 King Alfred Street, Chippenham, SN15 1NP The erection of a two-storey side/rear extension and single-storey rear extension. The single-storey extension will replace an existing flat roof extension and conservatory. An existing garage will be demolished to facilitate the construction of the new two-storey extension. Cllr Robert Giles consulted: - No Objection	Hardenhuish
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 and change of use of landscaping area to residential curtilage. Cllrs Bill Douglas and Matthew Short consulted: - No Objection	Hardens & Central

Public Comments and Questions

At the invitation the following written statements/questions were read out:

1. I would like for my question to be read out with regards to the application for hedgehog awareness signs to be placed around Chippenham. I have been working to raise awareness of the plight of hedgehogs for a while now and have set up a Facebook group to highlight what can be done to help Hedgehog numbers increase. One of the biggest things that myself and many members have noticed is the increase in deaths of hedgehogs on our roads, I drove and walked around Chippenham just last weekend and saw 5 individuals that had lost their lives, these were on Malmesbury road, Derriards Lane and Hungerdown lane on this occasion. I have seen them killed in many places, including Queens Crescent, Cepen Park South and many other locations around Chippenham. These signs are needed to raise awareness of the presence of hedgehogs in the areas. It would be wonderful if eventually we could also have awareness signs placed on the 'Welcome to Chippenham' type signs to make people aware of their presence. Thank you for your time and I sincerely hope that the signs are approved to help the future of our beautiful hedgehogs. I would love for Chippenham to be recognised nationally as a hedgehog friendly town.
2. Chippenham Borough Lands are excited to be developing the new Westmead Activity Centre and look forward to it opening in Spring 2022. The state-of-the-art facilities, and the upsurge in climbing and skateboarding since they were included in the Olympics, will attract visitors from within the town and the wider South West. We are encouraging visitors to use sustainable transport and once they arrive in town - by road, rail, bus or foot - we want them to find their way to the Centre. We are seeking directional signage within the town to point people to the Centre. We envisage routes from the train and bus stations going through the town centre. The project has incurred some additional costs but recognise the pressures on the Town Council budget also and we have allocated £5,000 towards this element of the project. We are seeking the Town Council support through the process, assistance with location and installation of the signs. We look forward to welcoming you at the Centre in the future.
3. Do the councillors at the meeting think the cost of signs warning of hedgehogs crossing the road is a sensible way of spending tax payers money? Surely the people who think it's so important should fund the cost themselves via donations or crowd funding. Nobody takes much notice of speed limit signs so what good will be done by adding more signs?

The Chairman confirmed that a written response would be sent to the residents and this is also attached at **APPENDIX B** (not part of the meeting).

Written responses to public questions asked at PET on 05 August 2021:

1. Thank you for your comments made at the Planning, Environment and Transport Committee meeting held on 05 August 2021, your comments were noted. Councillors did not approve the Highways Improvement Request but asked that more research be collected including exact locations for hedgehog signs and the request be brought back to a future meeting.
2. Thank you for your comments made at the Planning, Environment and Transport Committee meeting held on 05 August 2021, your comments were noted. Councillors approved the Highways Improvement Request for signage for the Climbing Centre at Westmead and supported the funding offered from Chippenham Borough Lands Charity. This request will be forwarded to Wiltshire Council for consideration by the Community Area Transport Group (CATG).
3. Thank you for your comments made at the Planning, Environment and Transport Committee meeting held on 05 August 2021, your comments were noted. Councillors did not approve the Highways Improvement Request but asked that more research be collected including exact locations for hedgehog signs and the request be brought back to a future meeting.