



Minutes of a meeting of the Planning, Environment & Transport Committee held in the Town Hall, Chippenham on Thursday 16 September 2021 at 7pm

Councillors present:

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

Officers present: Matt Kirby, Director of Community Services
Andy Conroy, Head of Planning
Heather Rae, Head of Democratic Services
Jessica Mantell, Democratic Services Officer
Kingsley Walker, Halls Team

Also present: Kathryn Macdermid

Public present: There were two members of the public present

PUBLIC QUESTION TIME

There were no written questions and 1 verbal question from a member of the public, which is appended to these minutes at **APPENDIX A**. The response to this question was not part of the meeting but is appended to these minutes at **APPENDIX B**.

61. APOLOGIES

There were apologies for absence from Councillors Andy Phillips and Nina Phillips due to personal reasons, Councillor Chris Ruck due to a work commitment and Councillor John Scragg due to a family commitment.

62. NOTIFICATION OF SUBSTITUTION

No notification of substitution was received.

63. DECLARATION OF INTEREST

Councillor Nic Puntis declared a non-pecuniary interest in the matter referred to in Minute 67 - New Premises Licence Application as an owner of a competing business and abstained from the vote.

64. **MINUTES**

The minutes of the meeting held on 26 August 2021 were proposed by Councillor Matthew Short 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.

65. **CHAIRMAN'S ANNOUNCEMENTS**

(i) Yesterday, the Northern Area Planning Committee met and a planning application – the Land at Dyers Close – was “called-in”. Councillor Short attended the meeting and spoke to represent the PET Committee’s objection to this application. The application was approved by the Committee with conditions.

(ii) Wiltshire Council have launched a series of consultations that would welcome Chippenham Town Council’s response:

- ‘Climate Strategy and Natural Environment Plan’ covering seven delivery themes: transport; built environment; waste; green economy; energy generation, storage and distribution; natural environment, food and farming; and carbon neutral council;
- ‘Natural Environment Plan’ – A Green and Blue Infrastructure (GBI) Strategy for Wiltshire, which looks at the future for Wiltshire’s natural environmental assets focusing on the need to address climate change adaptation and mitigation, halt and reverse biodiversity loss and contribute to the health and wellbeing of Wiltshire’s residents;
- ‘Wiltshire Bus Service Improvement Plan’ – a consultation which asks for feedback on the two improvement proposals for Chippenham which are additional journeys on Chippenham town services, including early/late trips and a New Public Transport service to Birds Marsh Estate.

Responses will be drafted by officers and relevant consultants and will be presented to the PET Committee at the next meeting for comments.

66. **PLANNING APPLICATIONS**

RESOLVED that

(i) The attached list of observations on planning applications be submitted to the Local Planning Authority.

(ii) No request was made to the Wiltshire Council Ward Member that an application be called-in.

67. **NEW PREMISES LICENCE APPLICATION FOR YAN & FLOW LIMITED, UNIT 1B BOROUGH PARADE SN15 3WL**

Councillor Nic Puntis declared a non-pecuniary interest in this agenda item – New Premises Licence Application as an owner of a competing business and abstained from the vote.

Councillors considered a new Premises Licence Application received by Wiltshire Council, made by Yan & Flow Limited for the following licensable activities:

- Provision of late night refreshment
- Supply of alcohol (on sale) - Monday-Sunday 11:00-23:00
- Supply of alcohol (off sale) - Monday-Sunday 8:00-21:00

RESOLVED that

Wiltshire Council be informed that the Town Council has no objections to this application.

68. URGENT ACTION FORM

RESOLVED that

Councillors noted the Urgent Action form containing a Committee decision that was made under delegated authority by the Chief Executive regarding a temporary pavement licence at the Brunel in accordance with Standing Order 11.4.

69. PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT

The following were noted:

i) Temporary closure of Greenway Lane (Spur Road), Chippenham from its junction with Greenway Lane (main) for its entire length to enable Wiltshire Council to carry out application of Micro Asphalt, adjustment of ironwork, reinstatement of road markings and associated maintenance works, on 15 September from 07:00 to 19:00.

ii) Temporary Closure on 15 September consecutively for 2 days of:

A) Coniston Road, Chippenham; from its junction with Queens Crescent for its entire length;

B) Kilverts Close, Chippenham; from its junction with Queens Crescent for its entire length;

C) Plantation Road, Chippenham; from its junction with Woodlands Road for its entire length.

To enable Wiltshire Council to carry out application of Micro Asphalt, adjustment of ironwork, reinstatement of road markings and associated maintenance works.

iii) Temporary Closure of Fuller Close (Part), Chippenham, from its junction with Flowers Yard for approximately 11m in a south easterly direction. To enable Molloy`s Groundwork to carry out new water connection and associated works on 14 September 2021 and the closure will be required until 22 September 2021.

iv) Temporary Closure of Footpath 4 (Part) from its junction with Brooklands for a distance of approximately 150m in a westerly direction and Footpath 6 (Part) from its junction with Footpath 4 for a distance of approximately 200m in a

southerly direction. To enable development works pursuant to planning application 17/08786/REM. This closure which was due to expire on 22 September 2021 will now continue in force until 22 March 2022 or until completion of the works, whichever is earliest.

v) Urgent Closure of Ivy Lane (Part) (Northbound), Chippenham from its junction with Bridge Centre for approximately 40m in a northerly direction and Ivy Lane (Part) (Southbound), Chippenham from its junction with Marshfield Road to its junction with the Bridge Centre, to enable Wessex Water to carry out urgent S81 double manhole and water cover replacement. These works will commence on 25 August 2021 and are anticipated to be required for 1 day between the hours of 09:30 and 15:00.

vi) Temporary Closure of B4528 Saltersford Lane (Part), Chippenham from its junction with B4528 Showell to its junction with Easton Lane to enable Flynn Limited to carry out drainage works to serve new housing development. This Order which previously came into operation on 16 November 2020 will now recommence on 30 August 2021 and the closure will be required until 24 September 2021.

vii) Temporary Closure of Sadlers Mead, Chippenham from its junction with Cocklebury Road to its junction with Downham Mead to enable Wiltshire Council to carry out application of Micro Asphalt, adjustment of ironwork, reinstatement of road markings and associated maintenance works on 05 October 2021 and the closure will be required between the hours of 09:00 and 15:00 for 2 days.

viii) Urgent Closure of Wood Lane (Part), Chippenham from the road outside 7 Bakehouse Close for approximately 30m in a Southerly direction to enable Wessex Water to carry out urgent replacement of a com pipe. These works will commence on 23 August 2021 and are anticipated to be required for 3 days.

70. ITEMS FOR COMMUNICATION

There were no items for communication.

71. DATE OF NEXT MEETING

The next meeting will take place on Thursday 07 October 2021 at 7pm.

The meeting concluded at 7.36pm.

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 - 16 September 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/2021/08129	<p>Householder planning permission</p> <p>69 Park Avenue, Chippenham, SN14 0HB</p> <p>Rear single storey extension, front garage extension and porch.</p> <p>-No objection</p>	Sheldon
PL/2021/08078	<p>Householder planning permission</p> <p>125 Hungerdown Lane, Chippenham, SN14 0AZ</p> <p>Demolition of existing timber framed and timber clad double garage, erection of replacement timber framed and timber clad building (retrospective).</p> <p>Councillors Nic Puntis and Hayley Wilson consulted:</p> <p>-No objection</p> <p>The Town Council recommends that the replacement timber framed and timber clad building be tied to the host dwelling by way of condition in order to prevent it from becoming a self-contained dwelling.</p>	Cepen Park & Derriads
PL/2021/07893	<p>Full planning permission</p> <p>1A, Market Place, Chippenham, SN15 3HD</p> <p>Change of use of first floor from offices above Shop to residential.</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p> <p>The proposed change of use is supported given there would be no negative impacts on transport and highways. 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 & Central

PL/2021/07726	<p>Householder planning permission</p> <p>3 Carnarvon Close, Chippenham, SN14 0PN</p> <p>Two storey extension, new entrance porch and new dropped kerb for additional car parking to west of site.</p> <p>-No objection</p> <p>There is no objection in principle to the proposed extensions. However, further justification should be provided as to why four off-street car parking spaces are required for this property. The resulting loss of soft landscaping and increased surface run-off from hard surfacing as a result of the proposed new car parking spaces could increase the risk of localised flooding on a cumulative basis. Further details should be submitted to demonstrate that the proposed hard surfacing for vehicles would comprise of a permeable material to reduce flood risk. The design of the proposed two storey extension could be improved by the addition of a small first floor window on the north elevation, which is a public facing elevation.</p>	<p>Cepen Park & Hunters Moon</p>
PL/2021/07590	<p>Householder planning permission</p> <p>2 St Paul Street, Chippenham, SN15 1LJ</p> <p>Replacement of external wall at the front side of the property, including removal of existing timber door. Addition of slate roof to enclose existing space to be used as a utility room.</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p> <p>There is no objection in principle to the proposed works. However, a listed building application and Heritage Statement would be required to assess the impact of the proposed works on the listed building. The new front wall should be amended so that it is slightly set back from the front elevation of the main building to appear subservient.</p>	<p>Hardens & Central</p>
PL/2021/08103	<p>Full planning permission</p> <p>Jewson Ltd, Bath Road Industrial Estate, Chippenham, SN14 0AB</p> <p>Reopen former gateway in existing palisade fencing to create entrance, relocate yard racking and provide new traffic management.</p>	<p>Sheldon</p>

	-No objection	
PL/2021/08199	<p>Householder planning permission</p> <p>127 Wood Lane, Chippenham, SN15 3EA</p> <p>Single storey extension to rear of property (replace greenhouse), lean to porch to side.</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p>	Hardens & Central
PL/2021/08182	<p>Householder planning permission</p> <p>42 Hardens Mead, Chippenham, SN15 3AE</p> <p>Proposed 6m(w) x 3.5m(d) non-insulated freestanding structure with glass roof to rear elevation.</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p>	Hardens & Central
PL/2021/08094 PL/2021/08659	<p>Full planning permission</p> <p>Listed building consent</p> <p>11-12 High Street, Chippenham, SN15 3ER</p> <p>Change of use and alterations to the existing separate storage building to the rear of this property to form new dwellings.</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-Objection</p> <p>There is no objection to the use of the outbuilding for residential or to the principle of a first floor addition.</p> <p>The existing outbuilding makes a poor contribution to the significance of Chippenham Conservation Area because of its facing material and utilitarian appearance, amongst other things. On a positive note it does sit rather quietly within its surroundings. Whilst the appearance of the outbuilding may improve as a result of the proposal, the level of detail submitted with this application is not sufficient to demonstrate that the addition of a zinc-clad first floor would not make this outbuilding appear more incongruous, and may adversely affect the setting of listed buildings on, and in the vicinity of, the site. A contemporary approach in zinc cladding could work here but this depends entirely on the quality of the</p>	Hardens & Central

	<p>material/detailing/finish colour etc. Detailed plans should be submitted to show how the join/interface between the existing blockwork and zinc cladding would be resolved.</p> <p>The two 1-bed dwellings to be accommodated in the outbuilding, each providing 52sqm of floorspace, would each fall short of the National Minimum Technical Standard of 58sqm for a 1-bed dwelling over two floors. This is indicative of cramped and inadequate living accommodation.</p> <p>The Chippenham Conservation Area Appraisal identifies the car park, which immediately adjoins the site, as <i>"...a poorly resolved sea of cars surrounded by backs of buildings, service areas and suburban planting."</i> The accompanying Management Plan SPG includes a development guideline to <i>"Encourage the extension of River Street into Borough Parade car park to enclose the rear of properties, add active frontage and create a circuitous route through the shopping area."</i> This, together with the factors referred to above, lead to questioning whether the re-use of the existing outbuilding for residential is the best approach. A golden opportunity has been presented to improve the site and vicinity, and the Town Council's preferred approach would be to demolish the existing outbuilding and replace it with a similar sized two storey building, faced in a more sympathetic material such as Bath stone, which could front on to the public realm of the car park rather than face away from it, incorporate some landscaping to soften the interface between the car park and outbuilding, provide more visually appropriate handrails to the stepped access to be retained, and extend the footprint of the outbuilding slightly to meet Minimum Technical Standards.</p> <p>As it stands, given the potential for the proposed development to harm the significance of the Conservation Area and setting of listed buildings, the missed opportunities to better reveal the significance of these heritage assets, and the potential for harm to living conditions for future occupiers, the proposal would, on balance, be contrary to CP57 and CP58 of the Wiltshire Core Strategy, the Chippenham Conservation Area Management Plan SPG, the National Design Guide, and the NPPF.</p>	
<p>PL/2021/08581</p> <p>PL/2021/08487</p>	<p>Householder planning permission</p> <p>Listed building consent (Alt/Ext)</p>	<p>Hardenhuish</p>

	<p>40 Hill Corner Road, Chippenham, SN15 1DX</p> <p>Demolition of existing entrance porch to facilitate ground floor cloakroom/entrance porch and proposed new office/garden room to rear garden.</p> <p>Councillors Pete Cousins and Robert Giles consulted:</p> <p>-No objection</p> <p>There is no objection to the proposed outbuilding, subject to this being tied to the host dwelling by way of condition. However, in respect of the proposed demolition of the front porch of the listed building, the Heritage Statement is poor and no historical analysis of the building has been undertaken. It is not known whether the entrance porch is original or a later addition, or whether the proposed relocation of the front door from the front to the side of the replacement entrance porch would have an impact on the significance of the listed building. Further details should therefore be submitted.</p>	
<p>PL/2021/08037</p>	<p>Consent under Tree Preservation Orders</p> <p>40 to 41 Clift House, Langley Road, Chippenham, SN15 1DS</p> <p>Yew tree. Reduce the lateral spread to the North, Northwest, and East to leave a radial crown spread of approximately 4.0m.</p> <p>Sycamore tree. Crown raise over the adjacent bungalow by removal of the largest 2 low limbs to the North and West.</p> <p>Yew tree group (4 trees in the group)</p> <p>Prune back their crown spread to the West to leave the spread no more than 2.5m out from the main stems.</p> <p>Prune back their crown spread to the East to leave the spread no more than 2.5m out from the main stems.</p> <p>Fell the Damson and Sycamore at the end, under the Wellingtonia.</p> <p>-No objection</p> <p>Item 1 (Yew) exceeds the BS3998:2010 recommendation of maximum 30% crown reduction; the radial crown reduction is most severe on the east (from approximately 7.5m to 4m). This is nonetheless reducing back to relatively small diameter branches and <i>Taxus spp.</i> Are observed to regenerate well from pruning cuts. It is therefore likely that pruning early and subsequent maintenance with cyclical (e.g. 3 year) pruning will avoid the need for heavy</p>	<p>Hardens & Central</p>

	<p>reductions in the future.</p> <p>No objection to items 2 and 3. The damson and sycamore proposed for felling are insignificant peripheral vegetation, the sycamore is likely self-seeded.</p>	
PL/2021/08474	<p>Consent under Tree Preservation Orders</p> <p>Bellinger Close, Chippenham, SN15 1BN</p> <p>To carry out all works identified in two tree reports attached.</p> <ol style="list-style-type: none"> 1. Greenways tree condition report dated 25th July 2021 2. Greenways Ash Dieback assessment dated 7th August 2021 <p>Councillor Robert Giles consulted:</p> <p>-No objection</p> <p>A comprehensive report by a suitably qualified arboriculturalist has been submitted both for tree hazard/condition within the site and for ash dieback within the wooded compartments at the curtilage of the site.</p> <p>No objections to the recommendations made within these reports which are made in the interest of balanced risk management and tree benefits. Refer to individual reports for detailed information.</p>	Hardenhuish
Amended Plans		
PL/2021/06942 PL/2021/06944	<p>Full planning permission</p> <p>Listed building consent</p> <p>39 Marshfield Road, Chippenham, SN14 1JT</p> <p>Creation of a rear access to Falstaff.</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p>	Hardens & Central

Public Comment

At the invitation of the Chairman, one member of the public made the following verbal comment:

As Chairman of the Chippenham Area Transport Group, I was hoping to have a substantive bid for dropped kerbs in Chippenham. I would like to ask the Town Council if they could ask all Councillors to make a list of all the dropped kerb requests that they consider needed in Chippenham.

NOT PART OF THE MEETING

APPENDIX B

Written responses to public questions asked at the Planning, Environment and Transport Committee on 16 September 2021.

Thank you for your comments made at the Planning, Environment and Transport Committee (PET) on 16 September 2021. This request for suggestions for dropped kerb sites from Town Councillors will be considered by the PET Committee at a future meeting.