



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

09 September 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 16 September 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 16 September 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](mailto: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](mailto: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.

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## Agenda

Planning, Environment & Transport Committee meeting - Thursday 16 September 2021

- |  | Wards affected | Page no. |
|--|----------------|----------|
| 1.   |                |          |
| <b><u>APOLOGIES FOR ABSENCE</u></b>  |                |          |
| To receive apologies for absence.  |                |          |
| 2.   |                |          |
| <b><u>NOTIFICATION OF SUBSTITUTION</u></b>   |                |          |
| To receive any notification of substitution made to the Chief Executive.   |                |          |
| 3.   |                |          |
| <b><u>DECLARATION OF INTEREST</u></b>  |                |          |
| 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 26 August 2021. Minutes require a proposer and seconder for approval (attached separately).

5. **CHAIRMAN'S ANNOUNCEMENTS**

To receive any announcements from the Chairman.

Item 6-7 to consider

6. **PLANNING APPLICATIONS**

All

6

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

All

To consider a New Premises Licence application received by Wiltshire Council, made by Yan & Flow Limited, Borough Parade for the following activities:

A restaurant and retail convenience store with takeaway called Yanni's Caribbean

- 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

Due to its size, a copy of the application form will be emailed to Committee members separately.

Councillors are reminded that any objections to this application must be able to demonstrate with evidence how the proposals would harm Licensing Objectives. Should the Committee decide to object to this application, a Councillor will need to be selected to attend a hearing if held.

Item 8-9 to note

8. **URGENT ACTION FORM**

All

8

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 a temporary pavement license (copy attached).

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

To note the following:

i) Temporary closure of Hill Corner Road (Part), Chippenham from the property known as 85 Hill Corner for approximately 69m in a north westerly direction to enable Wessex Water to carry out a connection to a water main in the road for a new site, on 18 October until 22 October.

Hardenhuish

ii) Temporary closure of A350 (Part), Chippenham from its junction with Golf Course Roundabout to its junction with M4 Roundabout Junction 17 to enable Wiltshire Council to carry out carriageway resurfacing, drainage, traffic signal loop cutting and road markings, on 18 October between the hours of 20:00 and 06:00 until 05 November.

Hardenhuish & Cepen Park & Derriads

iii) Temporary closure of Dallas Road (Part), Chippenham from its junction with A420 for approximately 60m in a south westerly direction to enable Wessex Water to carry out a double manhole cover replacement, on 26 October until 28 October.

Sheldon

iv) Temporary closure of Easton Lane (Part), Corsham and Chippenham; from its junction with C159 for approximately 1.1km in a north easterly direction to enable Wiltshire Council to carry out road pavement resurfacing, on 08 October until 10 December.

Cepen Park & Hunters Moon

v) 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 ironwork, reinstatement of road markings and associated maintenance works, on 04 October until 05 October, between the hours of 07:00 and 19:00.

Hardenhuish & Monkton

vi) 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 until 07 October, between the hours of 09:00 and 15:00.

Monkton

vii) Temporary closure of Wood Lane (part), Chippenham from its junction with Timber Street to a point 35 metres south east of its junction with Popham Court, to enable Wiltshire Council to carry out application of Micro Asphalt, adjustment of ironwork, reinstatement of road markings and associated maintenance works, on 04 October until 05 October.

Hardens & Central

viii) Temporary closures on 04 October until 06 October 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.

Cepen Park & Hunters Moon / Sheldon

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

## 8. ITEMS FOR COMMUNICATION

To consider any items for communication and any items to be consulted with the Youth Council.

## 9. DATE OF NEXT MEETING

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



**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
<a href="#">PL/2021/08129</a>	<b>Householder planning permission</b> 69 Park Avenue, Chippenham, SN14 0HB Rear single storey extension, front garage extension and porch	Sheldon
<a href="#">PL/2021/08078</a>	<b>Householder planning permission</b> 125 Hungerdown Lane, Chippenham, SN14 0AZ Demolition of existing timber framed and timber clad double garage, erection of replacement timber framed and timber clad building (retrospective)	Cepen Park & Derriads
<a href="#">PL/2021/07893</a>	<b>Full planning permission</b> 1A, Market Place, Chippenham, SN15 3HD Change of use of first floor from offices above Shop to residential	Hardens & Central
<a href="#">PL/2021/07726</a>	<b>Householder planning permission</b> 3 Carnarvon Close, Chippenham, SN14 0PN Two storey extension, new entrance porch and new dropped kerb for additional car parking to west of site	Cepen Park & Hunters Moon
<a href="#">PL/2021/07590</a>	<b>Householder planning permission</b> 2 St Paul Street, Chippenham, SN15 1LJ 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	Hardens & Central
<a href="#">PL/2021/08103</a>	<b>Full planning permission</b> Jewson Ltd, Bath Road Industrial Estate, Chippenham, SN14 0AB Reopen former gateway in existing palisade fencing to create entrance, relocate yard racking and provide new traffic management	Sheldon
<a href="#">PL/2021/08199</a>	<b>Householder planning permission</b> 127 Wood Lane, Chippenham, SN15 3EA Single storey extension to rear of property (replace greenhouse), lean to porch to side	Hardens & Central
<a href="#">PL/2021/08182</a>	<b>Householder planning permission</b> 42 Hardens Mead, Chippenham, SN15 3AE Proposed 6m(w) x 3.5m(d) non-insulated freestanding structure with glass roof to rear elevation	Hardens & Central

<a href="#">PL/2021/06942</a>	<b>Full planning permission</b> 39 Marshfield Road, Chippenham, Wiltshire, SN14 1JT Creation of a rear access to Falstaff	Hardens & Central
<a href="#">PL/2021/06944</a>	<b>Listed building consent</b> 39 Marshfield Road, Chippenham, Wiltshire, SN14 1JT Creation of a rear access to Falstaff	Hardens & Central
<a href="#">PL/2021/08094</a>	<b>Full planning permission</b> 11-12 High Street, Chippenham, SN15 3ER Change of use and alterations to the existing separate storage building to the rear of this property to form new dwellings	Hardens & Central
<a href="#">PL/2021/08659</a>	<b>Listed building consent</b> 11-12 High Street, Chippenham, SN15 3ER Change of use and alterations to the existing separate storage building to the rear of the property to form new dwellings	Hardens & Central
<a href="#">PL/2021/08581</a>	<b>Householder planning permission</b> 40 Hill Corner Road, Chippenham, SN15 1DX Demolition of existing entrance porch to facilitate ground floor cloakroom/entrance porch and proposed new office/garden room to rear garden	Hardenhuish
<a href="#">PL/2021/08487</a>	<b>Listed building consent (Alt/Ext)</b> 40 Hill Corner Road, Chippenham, SN15 1DX Demolition of existing porch to facilitate ground floor cloakroom/entrance porch	Hardenhuish
<a href="#">PL/2021/08037</a>	<b>Consent under Tree Preservation Orders</b> 40 to 41 Clift House, Langley Road, Chippenham, SN15 1DS Yew tree. Reduce the lateral spread to the North, Northwest, and East to leave a radial crown spread of approximately 4.0m. Sycamore tree. Crown raise over the adjacent bungalow by removal of the largest 2 low limbs to the North and West. Yew tree group (4 trees in the group) Prune back their crown spread to the West to leave the spread no more than 2.5m out from the main stems. Prune back their crown spread to the East to leave the spread no more than 2.5m out from the main stems. Fell the Damson and Sycamore at the end, under the Wellingtonia.	Hardens & Central
<a href="#">PL/2021/08474</a>	<b>Consent under Tree Preservation Orders</b> Bellinger Close, Chippenham, SN15 1BN To carry out all works identified in two tree reports attached. 1. Greenways tree condition report dated 25th July 2021 2. Greenways Ash Dieback assessment dated 7th August 2021	Hardenhuish



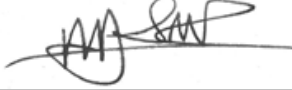
**Delegated Authority (Urgent Action) Form**

<p>In accordance with Standing Orders, under section 11, The Role of the Proper Officer:</p> <p>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.</p>	
Date	31 August
Nature of Urgent Action	Temporary Pavement Licence
Matter raised by	Head of Democratic Services due to email from Wiltshire Council
Date considered by the Chief Executive	31 August
Consulted with Leader or Deputy Leader or Chairman or Vice Chairman	Chairman of the Planning, Environment and Transport committee consulted on 01 September 2021
Action Taken Decision/Outcome Include Financial and Legal Implications	<p><b>No objection</b></p> <p>Whilst we have no objection in principle to the proposed seating area, it would be located immediately opposite a pedestrian crossing on a busy footway. There is the potential for this to create a pinchpoint between the traffic signal post and any seating barrier (or barrier bases) which may prevent freeflow of two way traffic, particularly wheelchairs, pushchairs etc. We would therefore recommend that in assessing this application measurements are taken on site to establish whether a 2m unobstructed footway could remain with the seating area in situ. The seating area itself at 1.83m in depth seems rather narrow and it may difficult to pull out chairs or squeeze past patrons with the barrier in situ. Finally, any barriers should be of a dark colour, with minimal advertising, in order to preserve the setting of this listed building.</p>





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To be reported for information to this committee or sub-committee	PET Committee on 16 September 2021
Signed by Chief Executive	
Dated	01/09/2021