



Minutes of a meeting of the Planning, Environment & Transport Committee held in the Town Hall, Chippenham on Thursday 09 December 2021 at 7pm.

Councillors present:

Clare Cape (Chair)	Bill Douglas
Robert Giles	David Poole
John Scragg	Matthew Short

Officers present: Andy Conroy, Head of Planning
Jess Mantell, Democratic Services Officer

Also present: Kathryn Macdermid

Public present: There was one member of the public present.

PUBLIC QUESTION TIME

There was one written question from a Councillor not on the Committee and one verbal question from a member 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**.

107. APOLOGIES

(One member of the public left the meeting)

There were apologies for absence from Councillors Gemma Grimes due to work commitments, Mary Norton due to ill health, Nic Puntis due to a cold, Hayley Wilson due to work commitments and Andy and Nina Phillips due to not being available.

108. NOTIFICATION OF SUBSTITUTION

No notification of substitution was received.

109. DECLARATION OF INTEREST

There were no declaration of interest.

110. MINUTES

The minutes of the meeting held on 18 November 2021 were proposed by Councillor John Scragg 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 Chair.

111. CHAIR'S ANNOUNCEMENTS

(i) The proposed experimental Traffic Order of a Loading Bay outside the Carpet Barn on Station Hill remains in place for the purpose of relieving congestion. Comments on the proposal can be submitted during the first 6 months of its operation. After 6 months, the Cabinet Member will consider whether the scheme should be made permanent or revert to its previous layout. The PET Committee will have the opportunity to make comments on the Traffic Order at its meeting in February.

(ii) The deadline for Councillors to submit dropped kerb requests for consideration at the January PET meeting is midday on Monday 20 December. Any dropped kerb requests require a completed highway improvement request form, previously emailed to Councillors. Please send these to the Democratic Services Officer with any supporting documentation you may feel useful such as location plans and photographs.

112. PLANNING APPLICATIONS

RESOLVED that:

- (i) The attached list of observations on planning applications be submitted to the Local Planning Authority.
- (ii) A request be made to the Wiltshire Council Ward Member for Hardenhuish to 'call-in' the Reserved Matters application [21/01110/REM](#) for Land at North Chippenham to be considered by the Northern Area Planning Committee. Councillor Robert Giles was nominated to attend and make representations on behalf of the Town Council.

113. NEW PREMISES LICENCE APPLICATION FOR MCCARTHY & STONE, BOWLES COURT

Councillors considered a New Premises Licence Application received by Wiltshire Council, made by McCarthy & Stone, Bowles Court (Retirement Village) for the following licensable activity:

- Sale of Alcohol on the Premises on New Year's Eve 11:00 to 01:00

RESOLVED that:

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

114. CONTRIBUTION TO CHIPPENHAM COMMUNITY AREA TRANSPORT GROUP (CATG) REQUESTS

The Democratic Services Officer presented a report regarding requests from Wiltshire Council to contribute to CATG schemes previously agreed in principle. With all in favour, it was;

RESOLVED that:

(i) Councillors agreed to contribute £625 to the cost of a 20mph speed limit assessment in Hill Rise/Barrow Green.

(ii) Councillors agreed to contribute £1,050 to the cost of the cut-through proposed improvements of dropped kerbs and barrier removal.

(iii) Councillors agreed to contribute £625 to the cost of removing a chicane from Avebury Road and removing chicanes and replacing them with a bollard on Evans Close, Bristol Road and Drake Crescent South.

(iv) Councillors agreed to contribute £250 to the cost of white verge marker posts in front of Pavely Close.

115. WAITING RESTRICTION REQUESTS

The Democratic Services Officer presented a report regarding Waiting Restrictions received by the Town Council. With all in favour it was;

(Councillor Kathryn Macdermid left the meeting)

RESOLVED that:

(i) The following Waiting Restriction requests be submitted to Wiltshire Council and the accompanying WR2 forms reflect the comments made:

023 - Abbeyfield School (irresponsible parking at school times)

The Town Council supports and endorses the applicant's concerns, particularly after the knowledge a pupil of the school was 'clipped' by a vehicle which was forced to reverse to release the pressure at this junction. The Town Council is aware that the applicant has also submitted a highway improvement request to CATG to change the speed limit.

024 - Woodlands Road/Canterbury Street Junction (irresponsible parking on corners)

The Town Council supports this request but also acknowledges the issues for residents in terms of parking if waiting restrictions were to be introduced.

025 - Sandown Drive (obscured visibility from parked cars)

The Town Council supports this request and endorses the safety concerns raised by the Wiltshire Council Ward Member and the Town Council's Ward Member.

026 - Rowden Lane (blocked driveway)

The Town Council supports this request and asks Wiltshire Council to recommend the appropriate solution and consider the installation of white bar markings across the entrance to the resident's driveway.

027 - Queen's Crescent by Primary School (continual obstructive parking)

The Town Council supports this request and endorses the Wiltshire Council and Town Council's Ward Members' concerns including blocked driveways on a daily basis, obstruction to public services, parking on corners and dangerous driving as motorists fight for spaces. The Town Council is also aware this could be avoidable as parents have the option of parking at Ladyfield Church nearby.

028 - Junctions of Canterbury Street and Loyalty Street with Audley Road (irresponsible parking on corners)

The Town Council supports this request caused by the volume of traffic and ever-increasing ownership of vehicles parked in residential areas.

029 - Lamberts/Pipsmore Road/Hither Close/Barn Close (irresponsible parking including vans)

The Town Council supports this request and asks Wiltshire Council to consider the provision of designated bus stop markings on the road.

030 - Far end of Plantation Road (obstruction of driveways)

The Town Council supports this request, endorses the applicant's additional difficulties of the electrical substation in the immediate vicinity and requests that Wiltshire Council investigate the history of double yellow lines on this road, reportedly not repainted after the road was resurfaced.

031 - Barley Leaze (dangerous parking on opposite sides of the road)

The Town Council supports this request and asks Wiltshire Council to determine the appropriate solution to this issue.

(ii) Completion of the WR2 forms be delegated to the Democratic Services Officer in consultation with the Chair.

114. PROPOSED TEMPORARY STREET CLOSURES/TRAFFIC MANAGEMENT

The following was noted:

(i) Temporary closure of Neeld Crescent (Part), Chippenham, from its eastern junction with Brook Street for approximately 30m in a southerly direction, to enable Openreach to carry out access to carriageway box and associated works, on 28 January 2022 between the hours of 08:30 and 16:30.

115. ITEMS FOR COMMUNICATION

There were no items for communication.

116. DATE OF NEXT MEETING

The next meeting will take place on Thursday 06 January 2022 at 7pm.

The meeting concluded at 8:29pm

These minutes are subject to confirmation at the next meeting

Signed on behalf of the Committee as a true record of the meeting

Chair:

Date:

DRAFT



PLANNING APPLICATIONS - 09 December 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/2021/10372	Householder planning permission 4 Plantation Road, Chippenham, SN14 0EU Rear extension (part single storey part 2 storey) -No objection	Sheldon
PL/2021/10385	Householder planning permission 8 Anglesey Mead, Chippenham, SN15 3UB Two storey side and single storey rear extension and the installation of a garden office Councillor Clare Cape consulted: -No objection	Pewsham
PL/2021/10388	Householder planning permission 45 Gainey Gardens, Chippenham, SN15 1UG Proposed Ancillary Accommodation Outbuilding Councillor Robert Giles consulted: -No objection	Hardenhuish
PL/2021/10647	Full planning permission Image Factory, Bumpers Farm Industrial Estate, Bumpers Way, Chippenham, SN14 6LH Extension to existing factory with associated landscaping -No objection The Town Council supports the expansion of an existing business on this site and the new jobs created as a result. The biodiversity net gain that is stated will be delivered is welcomed. The quality, size and conditions of the area	Cepen Park & Derriads

	identified for slow worm translocation needs to be carefully considered.	
PL/2021/10471	<p>Householder planning permission</p> <p>45 Sutherland Crescent, Chippenham, SN14 6RS</p> <p>Construction of Ground Floor Rear Extension</p> <p>-No objection</p>	Cepen Park & Derriads
PL/2021/10725	<p>Householder planning permission</p> <p>137 Harnishlee, Malmesbury Road, Chippenham, SN15 1PZ</p> <p>Proposed alterations to existing window and door openings and removal of chimney stack. Single storey rear extension (Permitted Development)</p> <p>Councillor Robert Giles consulted:</p> <p>-No objection</p>	Hardenhuish
PL/2021/10776	<p>Householder planning permission</p> <p>15 Martins Close, Chippenham, SN15 3NB</p> <p>Two Storey Side Extension</p> <p>-No objection</p>	Monkton
PL/2021/11022	<p>Householder planning permission</p> <p>62 Greenway Lane, Chippenham, SN15 1AE</p> <p>Proposed extension and alterations</p> <p>Councillor Robert Giles consulted:</p> <p>-No objection</p>	Hardenhuish
PL/2021/10955	<p>Removal/variation of conditions</p> <p>11 Downham Mead, Chippenham, SN15 3LN</p> <p>Variation of condition 3 of 20/09381/FUL</p> <p>-No objection</p> <p>Whilst the use of reconstituted stone as a facing material would have been preferred (given this material has such prevalence on Downham Mead) if the colour finish of the render were to be non-white and to match the colour of reconstituted stone the proposed extension would likely assimilate into the streetscene.</p>	Monkton

PL/2021/10915	<p>Consent to display an advertisement</p> <p>Land Adjoining Wessex Water, Westmead Lane, Chippenham, SN15 3HZ</p> <p>2 no. backlit illuminated signs to be displayed on the premises for the purpose of advertising that a company is carrying out a (recreational) business at those premises.</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p>	<p>Hardens & Central</p>
PL/2021/11107	<p>Householder planning permission</p> <p>109 Barley Leaze, Chippenham, SN14 6GW</p> <p>Single storey conservatory to side elevation</p> <p>-No objection</p>	<p>Cepen Park & Derriads</p>
PL/2021/11030	<p>Listed building consent (Alt/Ext)</p> <p>11-12 High Street, Chippenham, SN15 3ER</p> <p>Alternative works to upgrade the fire separation provided by the existing structure in relation to the scheme in the consented applications 19/11208/FUL and 19/11639/LBC</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p>	<p>Hardens & Central</p>
PL/2021/11145	<p>Full planning permission</p> <p>3-4 New Road, Chippenham, SN15 1EJ</p> <p>Replacement windows</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-Objection</p> <p>This Modern building is of some merit, and the existing slimline aluminium framed windows contribute towards the quality of the building. Without details and joinery plans of the proposed UPVC replacement windows being submitted, there is no confidence that replacement windows would not harm the significance of Chippenham Conservation Area ('less than significant' but with no outweighing public benefits) and would therefore be contrary to the CP57 and CP58 of the Wiltshire Core Strategy, the Chippenham Conservation Area Management Plan SPG and the NPPF. We would prefer to see thermally efficient replacement</p>	<p>Hardens & Central</p>

	aluminium framed windows for this building.	
PL/2021/10923	<p>Householder planning permission</p> <p>6 Wedmore Avenue, Chippenham, SN15 1QP</p> <p>Variation of works already permitted under PL/2021/05068, to include reduction in size of porch and erection of ground and first floor extension to the front of the property to create bay windows at both levels (in addition to the works permitted by PL/2021/05068)</p> <p>Councillor Robert Giles consulted:</p> <p>-No objection</p>	Hardenhuish
Amended Plans		
21/01110/REM	<p>Reserved Matters</p> <p>Land at North Chippenham, Hill Corner Road, West of A350, Chippenham, SN15 1UG</p> <p>Reserved matters application for the development of the Local Centre comprising of 15 Apartments (C3), 230sqm (gross) of retail space (A1) Landscaping and Associated Infrastructure Works</p> <p>Councillor Robert Giles consulted:</p> <p>-Objection</p> <p>The amended plans do not overcome the Town Council's objection to the scheme set out in our response of March 2021. It does not address the fundamental objection that the proposal would not constitute a local centre to serve 750 households - rather it would be a housing development incorporating a corner shop, and is not in accordance with the provisions of the approved masterplan as explained previously. An essential requirement of creating sustainable new communities is that there is the necessary community, retail, leisure and health and wellbeing infrastructure provided to meet the day to day needs of residents without having to travel by car. As previously suggested, a simple solution, to resolve this issue could be to remove the three residential apartments on the ground floor so that all of the ground floor is given over to Use Classes E and F, and for there to be at least three local centre units.</p> <p>The design of the proposed building has deteriorated when compared to the previous plans. The front gable, which gave the shop element some vertical and visual prominence</p>	Hardenhuish

on the corner, has been removed and the building would now be one unbroken horizontal mass lacking in articulation. In addition, the siting of the proposed building, now even further back from the spine road, would expose the whole of the blank side elevation of the adjacent approved block of flats to the public realm. The proposed building would be even more hidden behind the adjacent block when approaching the site from the west. Being set so far back into the site means it would have poor legibility in the streetscene and dilute what should be a 'landmark' corner building that has active frontages on to both streets. Steps and access ramp up to the shop entrance would provide a visually poor addition to the front of the building, when site levels could be re-graded to avoid such an issue.

Over half of the proposed residential units do not meet the minimum size standards set out in the Government's Nationally Described Space Standard, and with no communal amenity space or balconies provided the proposal would provide a poor standard of amenity for future residential occupiers. Access to the residential units via the rear, and with no natural surveillance from the public realm, would be poor.

The proposed location of the retail store cycle parking without any links to the pedestrian footway, means that those customers arriving by bike would have to access the store entrance through the car park where cars will be maneuvering, which would compromise their safety. The retail store cycle parking would not make provision for disabled people or those riding non-standard cycles. There are also concerns about the siting, design and access arrangements of the proposed revised residential cycle store, and we would refer you to the detailed comments and solutions made by Chippenham Cycle Network Development Group in this respect.

The proposal would not provide an adequate local centre to serve 750 households, and would be contrary to the provisions of the outline consent, CP3 of the Wiltshire Core Strategy and the NPPF. The poor design of the proposed building, including its siting and appearance, would have a negative impact on the streetscene, and the proposal would provide poor living conditions for future occupiers, contrary to CP57 of the Wiltshire Core Strategy, the National Design Guide and the NPPF.

PL/2021/10173	<p>Householder planning permission</p> <p>2 Ailesbury Close, Chippenham, SN15 3TX</p> <p>Single storey rear extension together with internal alterations and relocation of existing garage</p> <p>Councillor Clare Cape consulted:</p> <p>-Objection</p> <p>No further comments to add to the Town Council's comments submitted in November.</p>	<p>Pewsham</p>
<p>Tree Applications</p>		
PL/2021/09901	<p>Consent under Tree Preservation Orders</p> <p>Cote House, 24 Rowden Hill, Chippenham, SN15 2AG</p> <p>H1 Hedge - Reduce height. T1 Beech tree - Reduce lower limb</p> <p>Councillors David Poole and John Scragg consulted:</p> <p>-No objection</p> <p>The tree work proposed in this application wouldn't appear to be detrimental to the ongoing condition of the hedge/ tree. The work proposed to H1 (approx. 2m reduction) is required to maintain it as a hedge. Although no reason is stated for the reduction of the lower limb in T1 (presumably to allow more light into the garden?) the pruning cut would be relatively small and unlikely to significantly impact the overall health or landscape contribution of the tree.</p> <p>In any future applications, reductions given in metres alongside the annotated images would be useful, in accordance with BS3998:2010.</p>	<p>Lowden & Rowden</p>
PL/2021/10818	<p>Consent under Tree Preservation Orders</p> <p>Elmdale, 3 Utterson View, Chippenham, SN15 2RN</p> <p>T1 - Lime tree - 20% crown reduction and rebalance of tree</p> <p>Councillors David Poole and John Scragg consulted:</p> <p>-No objection</p> <p>This tree has been previously reduced, as can be seen in fig. 4. Maintaining this crown reduction cycle is an important part of the tree's ongoing maintenance,</p>	<p>Lowden & Rowden</p>

	<p>particularly given the tree's proximity to habitable dwellings (see fig. 3b); a 20% reduction is a sympathetic reduction which would prune regrowth back to the previous pruning points. This would not significantly impact on the high visual amenity of the tree, or the health of the tree if carried out with proper care and attention.</p> <p>The Town Council would recommend that the pruning is carried out in the growing season, as research indicates trees recover best from pruning at this time (De Berker et al, 2016¹).</p>	
<p>PL/2021/10815</p>	<p>Notification of proposed works to trees in a conservation area</p> <p>4 St Paul Street, Chippenham, SN15 1LJ</p> <p>T1 - Ash tree - fell</p> <p>Councillors Bill Douglas and Matthew Short consulted:</p> <p>-No objection</p> <p>Whilst the Town Council would not consider the perceived risk of an otherwise healthy tree falling down as a good reason for the complete removal of a tree, there aren't strong grounds to place a TPO on this tree in terms of its landscape/ historical contribution to the area.</p> <p>The Town Council would therefore ask the applicant to consider two options to mitigate the complete loss of the tree (note the applicant is not obliged to carry out either under conservation area regulations);</p> <p>Pollard the tree, which would have the same effect of reducing risk of harm and nuisance, but retain the tree in the environment; however, this would be a more costly option in the long run as ongoing cyclical pruning would be required and removal of the tree may eventually be required due to the possibility of Chalara Ash Dieback related decline. Or;</p> <p>Replace the tree with a smaller statured species most suitable for a residential garden (an arboriculturalist could advise). This would be a relatively inexpensive option, and the replacement tree could be placed elsewhere in the garden (i.e. further from the house).</p>	<p>Hardens & Central</p>

<p>PL/2021/10841</p>	<p>Notification of proposed works to trees in a conservation area</p> <p>The Stable House, Rowden Lane, Chippenham, SN15 2NN</p> <p>G1 - reduce side branches on lawn side of approximately 5 Alder trees by approximately 2.5m. Remove x2 large stems which lean over lawn. (to allow more light to lawn and shrubs)</p> <p>Councillors David Poole and John Scragg consulted:</p> <p>-No objection</p> <p>The proposed 2.5m reduction is unlikely to impact the overall health of the trees.</p> <p>The removal of the x2 leaning stems will have little visual impact on the group and the wider landscape contribution, the Town Council would therefore consider that there are no strong grounds to place a TPO on this group. A more prominent group of trees screens the properties pertaining to The Stable from viewpoints from Westmead Open Space across the River Avon, and the removal of x2 trees from G1 will not affect this screening (see figures 9a). This more prominent/ mature group also screens G1 from the other main viewpoint from Westmead Open Space across the River Avon (see figure 9b).</p>	<p>Lowden & Rowden</p>
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Public Comments:

At the invitation of the Chair, one Councillor not on the Committee and one member of the public made one written statement and one verbal comment respectively. The written statement was read out by an officer on the Councillor's behalf:

1. "As a resident and a Town Councillor for Cepen Park & Hunters Moon, I would like to voice my support for 2 of the proposed Waiting Restriction Requests being discussed this evening.

1. Request 025 - Sandown Drive (Cepen Park & Hunters Moon): visibility here has long been an issue with cars parking on both sides of the road obscuring the vision of drivers and pedestrians. At times it is questionable as to whether emergency vehicles could pass which is clearly unacceptable
2. Request 027 - Queen's Crescent by the Primary School (this has been incorrectly labelled as 'Sheldon' on the paperwork, but it is Cepen Park & Hunters Moon): as a parent of a child at the school, I walk here every weekday and see the problems first hand. I absolutely concur that parking here is a significant issue to the point where it is dangerous for pedestrians, as well as a nuisance to residents whose driveways are blocked by inconsiderate parking on a daily basis. We've had recurring problems where vehicles cannot get through (one bus was recently blocked on Queen's Crescent for 25 minutes due to bad parking). People park on both sides of the road making the road too narrow for another vehicle to pass, they park on corners and across driveways. The safety of the children and parents walking to school is my main concern. On a daily basis, we have cars parking so that it is actually very difficult to cross the roads safely - several times I have had to make a dash between parked cars, avoiding oncoming traffic, with my 9 year old daughter beside me. There is a lot of erratic and dangerous driving as people fight for spaces and I think an accident by the school is only a matter of time. Much of the bad parking is all avoidable as parents have the option of parking at Ladyfield Church nearby. As well as the roads suggested by the applicant, I would add that the following certainly also need to have double yellow lines: Windsor Close (the Queen's Crescent end), Avebury Road (the school end), Queen's Crescent (from Hungerdown Lane to Conway Road), Conway Road (the whole length). These roads are all on the bus route (and emergency vehicles also need to be able to pass), but I see accessibility issues on a daily basis.

I hope you will support both of these applications and help make the roads a little safer for our children, and a little easier to navigate for our emergency vehicles, bus drivers and delivery drivers.

Thanks for your time,

Myla Watts."

2. “Thank you Chair. My public question relates to the same items which Councillor Myla Watts referred, the two waiting restriction requests in the Cepen Park & Hunters Moon Ward. The first one is for Sandown Drive in the Cepen Park & Hunters Moon Ward. As Ward Councillor for this area, I have received a large number of complaints from residents and, after undertaking a meeting on site, it is clear that there are several highway safety concerns. Cars often park inappropriately and dangerously on this junction, obscuring visibility for motorists, pedestrians and mobility scooters when they look to access the pavement.

The second request is for Queen’s Crescent, within the vicinity of the Primary School. During school collection and drop-off times, there is continual obstructive parking. Visibility for both vehicles and pedestrians is obstructed. There is obstruction to public services including the bus stop. Faresaver, a bus provider which operates in this area has previously voiced these concerns to Wiltshire Council separately on this matter after one of their buses was blocked from getting through. Cars also park on private drive-ways, preventing residents from entering and exiting their households. The problems that exist here are not caused by the residents themselves but by the additional motorists during school drop-off and pick-up times. I very much hope you support these requests. Thank you.”

APPENDIX B

NOT PART OF THE MEETING

Written responses to the public comments made at the Planning, Environment & Transport Committee meeting on 09 December 2021.

1. Thank you for your written public comment made at the Planning, Environment & Transport Committee meeting on 09 December. Councillors unanimously supported the waiting restriction requests for Sandown Drive and Queen’s Crescent (by the Primary School) and endorsed the concerns you raised in your written statement. A WR2 form will be completed by the Town Council for each request. The original request forms alongside the WR2 forms will be forwarded to Wiltshire Council for consideration.

2. Thank you for your public comment made at the Planning, Environment & Transport Committee meeting on 09 December. Councillors unanimously supported the waiting restriction requests for Sandown Drive and Queen’s Crescent (by the Primary School) and endorsed the concerns you raised. A WR2 form will be completed by the Town Council for each request. The original request forms alongside the WR2 forms will be forwarded to Wiltshire Council for consideration.