

**MINUTES of the Planning Committee of Melksham Without Parish Council held on Monday 21<sup>st</sup> May 2018 at Crown Chambers, Melksham 7.00 p.m.**

**Present:** Cllrs. John Glover (Council Vice-Chair), Paul Carter, Alan Baines, Mary Pile and David Pafford.

Cllr. Richard Wood (Council Chair) from 7.10pm

Officers: Teresa Strange (Clerk) and Jo Eccleston (Parish Officer).

**Housekeeping & Announcements:** Cllr. Glover welcomed all to the meeting and explained the evacuation procedure in the event of a fire. The Parish Officer had carried out a fire check of the building prior to the meeting at 6.45pm.

030/18 **Election of Chair of Planning Committee:** Cllr. Glover invited nominations for the Chair of the Planning Committee for 2018/19. Cllr. Pile proposed, seconded by Cllr. Baines that Cllr. Richard Wood was elected as Chair of the Planning Committee.  
**Resolved:** *The Council unanimously resolved that Cllr. Wood be Chair of the Planning Committee for 2018/19.*

031/18 **Election of Vice-Chair of Planning Committee:** Cllr. Glover invited nominations for the Vice-Chair of the Planning Committee for 2018/19. Cllr. Pile proposed, seconded by Cllr. Glover that Cllr. Paul Carter be Vice-Chair of the Planning Committee.  
**Resolved:** *The Council unanimously resolved that Cllr. Carter be Vice-Chair of the Planning Committee for 2018/19.*

*In the absence of Cllr. Wood, Cllr. Carter took the Chair.*

032/18 **Terms of Delegation:** The Terms of Delegation for the Planning Committee which were approved at the Annual Council meeting on 14<sup>th</sup> May, 2018 were noted.

033/18 **Apologies:** Cllr. Richard Wood (Council Chair) had sent apologies that he would be late to the meeting as he was attending a hospital appointment.

034/18 **Declarations of Interest:** Cllr. Carter and Cllr. Glover both declared an interest in agenda item 6A. Cllr. Carter as he is an acquaintance of the applicant and Cllr. Glover as a resident of Wellington Drive.

035/18 **Dispensation Requests for this Meeting:** None

036/18 **Standing Dispensations Relating to Planning Applications:** It was noted that the Parish Council had standing dispensations to discuss planning applications relating to Land East of Semington Road (150 dwellings) and Land East of Spa Road (450 dwellings – extension to East of Melksham Development) as these applications are providing a Village Hall/Community Building as part of the community benefit.

037/18 **Public Participation:** There were no members of the public present.

038/18 **Planning Applications:** The Council considered the following applications and made the following comments:

a) **18/03812/FUL – 38A Wellington Square, Bowerhill, Melksham, Wiltshire, SN12 6QX:** Extension. Applicant: Mr. A Drewett.

**Comments:** *The Parish Council OBJECTS as they consider this proposal to be overdevelopment of the site, out of scale with the existing Streetscene, and the proposed extension would be forward of the existing building line of numbers 40 & 42 to the north east.*

*Cllr. Wood took the Chair.*

b) **18/03385/FUL- Faraday Park, 5 Pegasus Way, Bowerhill, Melksham, Wiltshire, SN12 6TR:** Addition of two small windows to side elevation. Applicant: Creative Interiors Ltd.

**Comments:** *The Parish Council have no objections.*

c) **18/03947/FUL- Vale Cottage, 138 Top Lane, Whitley, SN12 8QZ:** Two Storey extension. Applicant: Mr. Woods.

**Comments:** *The Parish Council have no objections.*

d) **18/03736/FUL- 148, West Hill, Whitley, Melksham, Wiltshire, SN12 8HL:** Single storey side extension, Dormer roof extensions and Internal Alterations. Applicant: Mrs. S Osborne.

**Comments:** *The Parish Council have no objections.*

039/18 **Planning Correspondence:**

a) **Communication from Wiltshire Council's Planning Department:** The members noted an automated response which had been received from Wiltshire Council Planning department on 10<sup>th</sup> April stating that they had technical issues and that not all documentation and representations were showing online. Additionally, today the whole Wiltshire Council Planning system was not working and the plans for this evening's meeting could not be viewed. This had affected the Chair's briefing earlier in the day, and members were unable to view any plans prior to the meeting. It took two phone calls and an email to the Head of Planning Technical Support before copies of the four applications being considered this evening were sent via email. It was also noted that the Parish Council had submitted their own planning application for change of use of the Bowerhill Sports Pavilion on the 30<sup>th</sup> May and that Wiltshire Council were only just looking at it as they had requested an additional map today; the application has still not been registered. Wiltshire Council had previously stated that there was a fourteen-day delay on processing applications, but this had taken much longer. Additionally, the Parish Council had to submit the original planning application plus three copies, and therefore queried why Wiltshire Council had taken the decision to not send out hard copies as they presumably had additional copies that they could send out. Members expressed concerns that Wiltshire Council had forced viewing plans online onto town and parish councils and as such it was imperative that their system worked in order that parish councils can carry out their duties as statutory consultees.

**Recommended 1:** *The Parish Council express their concerns to Wiltshire Council over the online planning system not working, pointing out the difficulties that this causes to the Parish Council in carrying out their duties as a statutory consultee, and re-iterating the fact that if this is the way Wiltshire Council insist that town and*

parish councils consider and make comment on planning applications that the system must work. **2.** The Parish Council's two Wiltshire Councillors to be copied into this correspondence and asked to take up this issue on behalf of their constituents.

**b) Local Green Space Designation Consultation by Seend Neighbourhood**

**Plan:** Seend Neighbourhood Plan are in the process of designating Local Green Space. It was noted that the BRAG (Bowerhill Resident's Action Group) Canal Picnic Area was in the parish of Seend, and for this to be designated evidence needed to be provided as to why this area was important to the local community. The Clerk suggested that the Parish Council assist BRAG with providing this evidence so that Seend could designate the area as Local Green Space in their plan. **Recommended 1:** *The Parish Council write supporting evidence to demonstrate the importance of this area to the local community and residents of the parish to enable the BRAG picnic area to be designated as Local Green Space in the Seend Neighbourhood Plan. 2. BRAG to endorse this supporting evidence.*

**c) Wiltshire Council Briefing Note – 349: Changes to Planning Legislation –**

**Permission in Principle (PiP):** The government want to implement changes to the way planning permission is granted to make it easier for smaller building companies to get permission to develop land in a quicker timeframe, which come into force as of 1<sup>st</sup> June 2018. They are proposing three routes to obtain PiP. One is for the local authority to grant permission on brownfield sites by entering the site onto Part 2 of the Brownfield Register and carrying out the relevant assessments themselves. The second route will allow landowners and developers to apply to the local authority directly for PiP for minor residential developments of up to 9 dwellings. The consultation period with statutory consultees for PiPs will only be 14 days and local authorities will only have 5 weeks from receipt of a valid application to determination. The third route is still under consultation and has yet to be announced. The Clerk advised that there were no sites in the Parish on the Brownfield Register, however, moving forward she would put PiPs as a standing item on both the Full Council Agenda and the Planning Committee Agenda in order to capture any planning applications made under PiP and be able to give comments within the reduced two-week timeframe.

**d) Wiltshire Council Correspondence from CIL & S106 Officer:** The Clerk

reported that due to the tight deadline for comments to the government consultation on supporting housing through developer contributions, the officers had included two additional points. The additional points were that local authorities should be given more power to impose sanctions on developers who breach planning conditions, and that the current eligibility criteria for the requirement for developers to pay CIL (Community Infrastructure Levy) were unfair. In particular car showrooms and workshops come under the "Sui Generis" development criteria and therefore are not required to pay CIL. This has resulted in the new Jaguar Showroom on the A350 not having to pay a CIL contribution, but the new Travelodge and Starbucks having to make a contribution. Additionally, the Clerk had made enquiries about CIL payments due to the Parish Council. The Council should have received £20,000 in CIL payment in the 2017/18 financial year from Wiltshire council. This has not been received and will now be paid in the 2018/19 financial year. An officer from Wiltshire Council had sent a link to the CIL liability list on their website, but it was noted that this was incredibly difficult to find and did not appear when "CIL" was entered into their search engine and thus was not very transparent. This list revealed that there was CIL funding due from a planning

application in Redstocks which the Parish Council had not been informed about. It was noted that there were three planning applications listed which stated that no CIL payment was liable, and it was queried why this was the case.

**Recommended:** *The Officers investigate with Wiltshire Council why there is not a requirement for some of the planning applications listed on their CIL Liability list to pay a CIL contribution.*

**e) Melksham Town Council – Representative Attending Melksham Parish**

**Council Meetings with Developers: Arising from Min. 442/17:** It was noted that the Town Council welcomed and supported the Parish Council's proposal that a Town Council representative came to any pre-application meetings the Parish Council held with developers and that this was reciprocated with a Parish Council representative attending any such meetings held by the Town Council. Cllr. Adrienne Westbrook would be the Town Council representative attending any Parish Council meetings.

040/18 **Street Naming Themes:** The members considered street names for the themes agreed under Min.573/17c for the new housing development on land to the east of Semington Road, Berryfield (16/00497/OUT). The agreed theme was Canal related. The members considered names put forward by Cllr. Wood. **Recommended 1:** *The following to be put forward as possible street names:*

- Telford
- Smeaton
- Rennie
- Brindley
- Jessop
- Whitworth
- Dundas

Cllr. Baines drew attention to the fact that the Kennet and Avon Brewery on the A350 opposite Asda had recently changed their company name and they had an old pair of lock gates outside of their premises, which could now be surplus to requirement. He thought that the developers might appreciate being put in touch with the brewery to negotiate over these lock gates and whether they could be incorporated into the development. **Recommended 2:** *The Parish Council pass on the information about the Kennet and Avon Brewery lock gates to the developer.*

041/18 **Current Arrangement with Melksham Town Council on Joint Neighbourhood Plan:** As per Standing Order 5j(x) members reviewed the current arrangements for joint working with the Town Council on the Neighbourhood Plan. This included the spend so far in 2016/17, which was £2,041 and 2017/18, which was £2,039 and that £2,000 had been put into the budget for 2018/19. The timeline was difficult to anticipate as once the Plan is at Regulation 16 the timeframe is out of the control of the Steering Group, as it is then out for consultation by Wiltshire Council, submission to an Examiner, followed by a public referendum. It is hoped that the Plan will be able to be adopted during the first half of 2019. The members noted the Steering Group Terms of Reference.

042/18 **S106 Agreements:**

**a) Ongoing and New S106 Agreements:** It was noted that Spa Medical Centre had contacted the Town Council with regard to any financial contribution from the 450 dwellings on land to the east of Spa Road (14/06938/OUT) due to them for

the provision of a car park. It was noted that the S106 Agreement had stated that the development would provide a contribution towards an extension to the medical facility OR a community building. The Case Officer had been given delegated powers to determine this and a community building was being provided.

- b) **New S106 Queries:** None.
- c) **S106 Decisions made under Delegated Powers:** None.
- d) **Contact with Developers:** None.

Meeting closed at 7.46pm

Chairman, 18<sup>th</sup> June, 2018