

MINUTES of the Planning Committee of Melksham Without Parish Council held on Monday 29th April, 2019 at 1 Swift Way, Bowerhill, Melksham at 7.00p.m.

Present: Cllrs. Richard Wood (Council and Committee Chair), John Glover (Council Vice-Chair) Paul Carter (Committee Vice-Chair), Alan Baines, Mary Pile, David Pafford and Terry Chivers.

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

Housekeeping & Announcements: Cllr. Wood welcomed all to the meeting and explained the evacuation procedure in the event of a fire.

- 533/18 **Apologies:** It was noted that Cllr. Greg Coombes had an approved leave of absence.
- 534/18 **Declarations of Interest:** Cllr. Glover declared an interest in agenda item 5c, application 19/02766/FUL as he is acquainted with the applicant. It was noted that the Parish Council were going to move into the Melksham Campus, once built, but were considering the application in terms of its residents.
- 535/18 **Dispensation Requests for this Meeting:** None.
- 536/18 **Standing Dispensation Related to Planning:** None.
- 537/18 **Public participation:** None.
- 538/18 **Planning Applications:** The Council considered the following application and made the following comment:
- a) 19/02945/PNCOU- Grainstore 2, Outmarsh Farm, Outmarsh, Semington, Trowbridge, Wiltshire, BA14 6JX:** Notification for Prior Approval under Class Q - Change of Use and Conversion of Agricultural Grain Store to Residential (Class C3) and for Associated Operational Development. Applicant: J C Stainer.
Comments: *The Parish Council have concerns over the transport and access statement. There are already issues with regard to the abuse of the bus gate adjacent to this site, and should Wiltshire Council be minded to approve this application, the Parish Council wish to see a condition imposed which requires vehicular movements to this development restricted to access **only** from the village of Semington and **not** via the bus gate, as with the conditions imposed on the recent Wiltshire Air Ambulance application. Additionally, the Parish Council feel unable to make comment on the suitability of the location of this proposal as they feel that the information with regard to the access to this building is not sufficient. They would therefore like to see clearer plans regarding access provided.*
- b) 19/02947/PNCOU- Grainstore 1, Outmarsh Farm, Outmarsh, Semington, Trowbridge, Wiltshire, BA14 6JX:** Notification for Prior Approval under Class Q - Change of Use and Conversion of Agricultural Grain Store to Residential (Class C3) and for Associated Operational Development. Applicant: J C Stainer.
Comments: *The Parish Council have concerns over the transport and access statement. There are already issues with regard to the abuse of the bus gate*

*adjacent to this site, and should Wiltshire Council be minded to approve this application, the Parish Council wish to see a condition imposed which requires vehicular movements to this development restricted to access **only** from the village of Semington and **not** via the bus gate, as with the conditions imposed on the recent Wiltshire Air Ambulance application.*

- c) 19/02766/FUL- Hampton Park West, Melksham, Wilts, SN12 6EZ:** Proposed extension to commercial premises with additional car parking and associated works. Applicant: A L King Roofing Ltd
Comments: *The Parish Council have no objections and welcome both that this facility is for training purposes and that the requirement for additional parking provision has been recognised.*
- d) 19/01840/FUL- 162 Top Lane, Whitley, Melksham, Wiltshire, SN12 8RB:** Ground floor kitchen extension to match the existing finish. Second storey bedroom extension extending the gable end. Applicant: Mr. Paul Frankcom
Comments: *The Parish Council have no objections.*
- e) 19/03400/CLE- Hangars 1-4, Lancaster Road, Bowerhill, SN12 6SS:** Application for a lawful certificate of existing use for the erection of 2 storey office accommodation and single storey security office. Applicant: Townsend Properties.
Comments: *The Parish Council have no objections.*
- f) 19/03329/DP3 – Melksham House, 27, Market Place, Melksham, Wiltshire, SN12 6ES:** Construction of Community Campus Building, including Demolition of Curtilage Listed Outbuildings of Melksham House. Applicant: Wiltshire Council. *(Town application)*
Comments: *The Parish Council acknowledge that this application is not in its parish, but wish to make comment as it will be a facility for the use of its parishioners. Having read the Transport and Access Statement, the Parish Council wishes to seek information with regard to the parking provision, as the Campus will not be in walking distance for many of its residents. Clarification is therefore requested on the following:*
- *Is the parking provision exclusively for users of the Campus, or will it be open for parking in general for users of the Town?*
 - *Will the parking be free for Staff, Tenants, and those visiting Tenants or attending meetings held by Tenants?*
 - *Will the parking be free for users?*
 - *If parking charges are to be applicable, will users of the Campus be able to get a refund when using the facilities?*
- g) 19/03394/LBC – Melksham House, 27, Market Place, Melksham, Wiltshire, SN12 6ES:** Relocation of listed gate piers and demolition of curtilage Listed Outbuildings of Melksham House. Applicant: Wiltshire Council. *(Town application)*
Comments: *The Parish Council made no comment.*

539/18 **Permitted Development Applications:** None.

540/18 **Neighbourhood Plan:**

a) **Draft Minutes of Neighbourhood Plan Steering Group Meeting, 27th March 2019:** The draft minutes were noted.

b) **Matters Arising:** The Chairman explained that there had been some developments during the day regarding the timing of the Neighbourhood Plan, following communication to the Clerk from the Steering Group's consultants and the Wiltshire Council Spatial Planning Link Officer, David Way. The Clerk explained that concerns had been raised by both parties that the draft Plan was still not finalised. From the consultants; that more additions, changes and queries had been raised against the Plan and it did not seem any further forward (*referring to the Minutes 27th March*), and that the consultants were now out of the time period where their fees were paid by the Steering Group's grant funding from Locality (as this finished on 31st May 2019 and a new round of funding was not available to apply for until "mid May") and so queried who would be paying for the latest round of changes. The Clerk had not been able to get a go ahead from the Town Council on spending circa £800 between them on getting these changes done; it needed to go to their Council meeting.

On hearing these concerns from the consultants, David Way contacted the Clerk to warn that the Neighbourhood Plan will run into difficulties if not adopted relatively soon as it has to conform to the Local Authority's Local Plan. At present it has to conform to Wiltshire Council's adopted Core Strategy, but as its Local Plan Review progresses it will have to conform to the emerging Local Plan. There was a danger that the Neighbourhood Plan would be submitted too late to be able to still conform to the Core Strategy and so there were two options as he saw it, for the Neighbourhood Plan to move swiftly to the next stage of the process, to the Regulation 14 consultation and then arrange a Plan review almost as its adopted so that the Plan conforms to the emerging Local Plan; or to put a hold on the Plan and start up again when the Local Plan was more detailed and complete a Plan up to 2036. If not, the Local Plan could allocate new housing sites within the Melksham Without parish area without influence from the Neighbourhood Plan. David also commented on the CIL opportunities that were being missed, as there was a higher rate payable to parish and town councils if they had an adopted Neighbourhood Plan (rising from 15 to 25% and no capping). The Plan seems to have come to a bit of a hiatus. The Town Council have expressed the desire for the Plan to go on hold until they have the opportunity to provide revised Town Centre policies, but have employed consultants to provide a more detailed policy on the Town Centre for Wednesday's Steering Group meeting; there were also some delays caused by rewriting of policies and change of the structure and layout several times. The Chairman had asked the Clerk to gain a clear idea of dates from David Way, to find out what the critical deadlines were, and this had been requested but it was felt that the Local Plan would be publishing the numbers of housing to be allocated in the new Plan period to 2036 quite shortly, at the end of May possibly.

The Planning Committee discussed the issues to give a consensus of the feel of the members to steer the two parish council representatives who would be attending the Neighbourhood Plan Steering Group meeting on Wednesday evening when this would be discussed. Differing options were aired including changing consultants as at a convenient natural break in the current work; and what would happen if the Town Council had a different view to the parish

council on how to progress. There was general disappointment that the Neighbourhood Plan had not progressed further after all the time, work and effort that had been put in over the last four years.

The following proposal was voted on, with a unanimous vote of the 7 members of the Planning Committee present, which was noted as a majority of the Full Council membership.

It was agreed that the Steering Group representatives would put forward the following view of the parish council at the Neighbourhood Plan Steering Group meeting on Wednesday 1st May.

Melksham Without Parish Council expresses its frustration about being unable to bring the Neighbourhood Plan to a conclusion and see three possible ways forward;

1. Things progress quickly at Wednesday's meeting and the Plan moves forward to be adopted in time to conform with the Core Strategy but with a Review booked to conform to the emerging Local Plan.
2. To delay and stop the Plan, and restart later to ensure conformance to the emerging Local Plan, up to 2036.
3. The Planning Committee do not believe that option 2 is the way forward, and so if at the meeting on Wednesday evening the Steering Group does not agree to move forward quickly as per Option 1, then the Parish Council's Planning Committee is minded to recommend to the Full Council (when it meets on Monday 13th May) that the Parish Council withdraws from the joint Plan and goes alone and produces a Plan for Option 1, but on its own.

It was agreed that a timeline/deadline needed to be obtained from David Way so that an informed decision can be made by all on Wednesday as it would give a finite date and define "progress quickly".

- c) **Defining Areas of "Employment land" in the Parish with regards to Brownfield Policies:** The Clerk referred members to the Minutes of 27th March, where there were defined areas (town centre, residential, industrial) for brownfield policies. The parish council were asked if they wanted to define the industrial area for the brownfield policy that stated that industrial/employment land uses should remain as such. The Core Strategy already defines the only Employment Land in the parish, at Bowerhill and Hampton Park. At the end of last year though the parish council recommended to the Wiltshire Council Employment Land Review that some additional defined land was also classed as Employment Land. **Recommended:** *The Parish Council advise the Neighbourhood Plan Steering Group that they wish their recommendations to the Employment Land Review (As per Minutes 186/18 and 208/18, approved by the Full Council 24/9/18) to be included in the Neighbourhood Plan, and to be the defined Employment Land for the relevant brownfield policy.*

541/18 **Planning Policy:**

- a) **Update of Planning Principles – Arising from Min.515/18:** The Planning Principles document had been amended to include a principle on flooding as per the recommendation in Min.515/18. This new planning principle (Principle 6) read as follows:

“The Council expects that developers consider the impact of any development with regard to flooding and include any works necessary to alleviate flooding, mitigating both their own site and the impact to the wider area”. **Resolved:** *The Parish Council adopt the updated Planning Principles document to include principle 6 with regard to flooding.*

542/18 **S106 Agreements and Developer Meetings:**

a) Ongoing and New S106 Agreements:

- (i) **Update following Informal Meeting with the Town Council Regarding the Proposed Community Centre on Land East of Spa Road:** The Clerk reported that Town Cllr. Westbrook advised that the Town Council wished to take the financial contribution of £500,000 provided in the S106 Agreement and build a community centre in an alternative location, rather than the developer build a facility on the allocated land next to Spa Medical Centre; but they did not know of any alternative land which could be suitable for this. The Parish Council Clerk had suggested that a possibility could be the section of unused Community centre land behind the Water meadow Pub, as this would still be in the East of Melksham. She had offered at this meeting to speak to the Wiltshire S106 Officer to ask whether the community building could be built on an alternative location.

Recommended: *As both parcels of land are in the Town parish, the Parish Council do not get involved in the process of this community building, other than to ensure that this community building is built in the East of Melksham and will be a facility for the use of all parishioners of Melksham Town and Melksham Without.*

- (ii) **Public Art Meeting with Taylor Wimpey and the Wiltshire Council Public Art Officer (Pathfinder Place Development):** The Clerk advised that she was trying to arrange a Public Art meeting with Taylor Wimpey and the Public Art Officer, now that Taylor Wimpey had confirmed that £20,000 was available for this, but would not be Friday 24th May as previously discussed.

b) New S106 Queries: None.

c) S106 Decisions made under Delegated Powers: None.

d) Contact with developers: None.

Meeting closed at 8.37 pm

Chairman, 13th May, 2019