

MINUTES of the Planning Committee of Melksham Without Parish Council held on Monday 3 February 2020 at 1 Swift Way (off Westinghouse Way), Bowerhill Industrial Estate, Melksham at 7.00 p.m.

Present: Councillors Richard Wood (Council & Committee Chair), John Glover (Council Vice-Chair), Alan Baines (Committee Vice-Chair), Terry Chivers, Greg Coombes and Mary Pile.

Officers: Teresa Strange (Clerk) and Lorraine McRandle (Parish Officer)

Housekeeping & Announcements: Councillor R Wood, welcomed all to the meeting and explained the fire evacuation procedures for those present.

361/19 Apologies

Councillor David Pafford gave apologies as was attending another meeting in his capacity as a School Governor; this reason was accepted.

362/19 Declarations of Interest

a) To receive Declarations of Interest

There were no declarations of interest.

b) To consider for approval any Dispensation Requests received by the Clerk and not previously considered.

None.

c) To note standing Dispensations relating to planning applications

None.

363/19 Public Participation

There were no members of the public present.

364/19 Planning Applications

The Council were unable to consider planning applications as this part of the Wiltshire Council website was not working, in addition, Wiltshire Council staff were also unable to access their own internal systems and so could not email the applications to officers during the day.

Resolved: *An additional Planning Committee be held on Monday 10th February at 6.45pm (before the Full Council meeting) to consider the outstanding planning applications within the consultation deadlines.*

The Council considered the following application as they did not need to access the original application, and made the following comments:

19/12177/VAR: 289 Sandridge Road , Sandridge Common, Melksham, Wilts, SN12 7QS. Variation of condition 4 of planning permission 16/06480/OUT due to non requirement to comply to level 4 of code for sustainable homes .
(applicant Mr Pete Harold)

Comments: No comments

365/19 Neighbourhood Plan

a) To note the draft minutes of the Steering Group meeting held on 29 January 2020

Unfortunately, the draft minutes of 29 January 2020 were not yet available, however, they would be presented at the next Planning meeting on 24 February 2020 for information. The Chair and Clerk gave a verbal update on the meeting.

There had been a discussion on the joint use of CIL (Community Infrastructure Levy) between the parish and town council and that a meeting was planned between the two councils to agree a “Memorandum of Understanding” on the joint spending of CIL.

The Clerk explained that she had asked the Town Clerk to provide some dates for this joint meeting so it could go ahead relatively quickly but was still waiting to hear back. There was a suggestion from the Town Clerk that the Clerks should first meet with Wiltshire Council’s Spatial Planning officer to agree what any pooled/shared CIL should be spent on, and then report back to the joint council meeting. Members recalled that they had sent a request to Wiltshire Council last year for additions to the list of projects that the Wiltshire Council element of CIL be spent on (the CIL 123 list), and had shared with the Town Council at the time, and again last week.

Recommendation:

- 1) Parish and town council representatives meet to discuss the way forward for agreeing joint use of CIL (Community Infrastructure Levy) and for both councils to agree on any potential uses of CIL before discussing with Wiltshire Council.

- 2) The CIL policy for inclusion in the Melksham Neighbourhood Plan be an agenda item for the Full Council so that they can see what is being agreed in the joint Plan.
- 3) The Clerk seek clarification from the Town Clerk on the proposed use of the Town Centre Scoping Document within the Neighbourhood Plan evidence base as it was not clear from the Steering Group meeting if it was being included or not.

b) To consider the draft Neighbourhood Plan and any recommendations to Full Council on 10 February 2020

Members had been circulated the emerging draft plan ready for Regulation 14 consultation and the Clerk clarified that there were further refinements to take place, the draft had been circulated to ensure that the key points in the document were agreeable.

The parish council's Parish Officer had kindly offered to be the central point for the Steering Group and council members, for collation of all amendments and additional information so that only one draft copy of the Plan was held. Councillor Baines forwarded his annotated copy of the Draft which contained suggested corrections, mainly regarding the rail and TransWilts section. The Clerk showed some images that showed how the Plan would look; with images, maps, colour coding, glossaries and a much more user-friendly feel.

Members noted that it had been agreed that the first formal consultation of the Plan, at Regulation 14 stage, would be locally by the town and parish council and would commence on 16 March until 20 April (the period being longer than that statutory 6 weeks to accommodate the Easter period). The final version of the Plan would be for approval by the parish council at the March Full Council meeting, but this was an opportunity for any concerns to be raised now to feed back into the February Steering Group meeting.

Councillor Baines felt that it was not clear that the sites that were assessed had been put forward by land owners to Wiltshire Council, under the SHLAA (Strategic Housing Land Availability Assessment) scheme. The Clerk explained that there was a suite of underpinning evidence documents, including one on Site Assessment and how it had been undertaken, but would take that feedback on board for the main Plan document.

Recommendation: The parish council note the progress of the draft Melksham Neighbourhood Plan, understand that its currently undergoing final refinements but support the content, principles, policies and layout of the Plan.

366/19 Wiltshire Housing Site Allocation – Briefing Note No 20-04

The members noted that Wiltshire Council had received the Inspector's Report on the Examination of the Wiltshire Housing Site Allocation who concluded that the Plan was sound and legally compliant, provided the main modifications were made to it. The report would be considered by Cabinet on 4 February 2020, with Wiltshire Council being asked to adopt the Plan on 25 February 2020.

Whilst the Plan did not seek to allocate any housing in the Melksham area, it did alter the current Settlement Boundary policies held over from the West Wiltshire Local District Plan namely around "Melksham and Bowerhill" and "Shaw and Whitley". The Officers had not been able to access the documents on the Wiltshire Council website to ascertain if the parish council's submissions regarding the Settlement Boundaries had been taken into account. The Clerk advised that there was a section that stated that sites could be allocated outside the Settlement Boundary through the Neighbourhood Plan process.

367/19 Tree Preservation Order

To note Wiltshire Council have made a Tree Preservation Order, with Effect from 13 January 2020, with regard to 2 Sweet Chestnut, near the entrance to Sandridge Park House. The Officers had passed this information on to the Planning Officer for planning application 19/11280/FUL Sandridge Park House considered at the last Planning Committee meeting, as it was for the same area of land.

368/19 Permitted development rights

The members noted an article from the (SLCC) Society of Local Council Clerks that the LGA (Local Government Association) were calling on the Government to 'scrap' permitted development rights, given the sharp increase in the conversion of offices in some areas having a marked effect on essential local infrastructure such as schools, roads and health services.

369/19 S106 Agreements and Developer meetings: (*Standing Item*)

**a) To note update on ongoing and new s106 Agreements
Pathfinder Place, land south of Western Way 18/04477/REM**

The Clerk reported that Taylor Wimpey were going to submit their public art proposals to Wiltshire Council now that the large art panel had been finalised, with the addition of a ladder to indicate the plane being worked on, rather than flown, at RAF Melksham. The design had been approved by the majority of those who responded from the parish council, local representatives and BRAG (Bowerhill Residents Action Group).

Melksham Remembers had visited the parish council office with their new book regarding Melksham during WWI and explained that their new project was regarding Melksham during WWII, and there had been a discussion about this public art project, with Melksham Remembers keen to get involved with the display boards explaining the names of the RAF Officers that the roads were named after, with perhaps a linked website that could be updated and have more details.

There had also been an indication from the play area equipment providers that the LEAP (Local Equipped Area of Play) would be installed in February. This was therefore an agenda item for the following Asset Management Committee as there were implications for future inspections, maintenance and insurance.

b) To consider any new S106 queries

None.

c) To note any S106 decisions made under delegated powers

None.

d) To note any contact with developers

None.

The meeting closed at 7.29pm

Chairman, 10 February 2020