

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 13 July 2026 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor Kym-Marie Cleasby	Chair
	Councillor Mark Luson	Town Mayor
	Councillor Nicholas Fogg	
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor Caroline Wrench	
	Councillor Kim Wakeham	
ALSO		
PRESENT	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
	Scarlet Walker	Information Officer
	Neil Goodwin	Marlborough.News
	Plus one member of the public	

PUBLIC QUESTION TIME

There were no questions.

- 94/26 APOLOGIES**
Apologies for absence were received from **Councillors Farrell, Shantry, O'Brien, Trow, Beaumont, Sadler and Awbery**
- 95/26 DECLARATIONS**
Councillor Luson – agenda item 7(i) – planning application at Elcot Close – non pecuniary. **Councillor Hall** – agenda item 7(g) – planning application at White Horse Road – non pecuniary.
- 96/26 CHAIR'S ANNOUNCEMENTS**
A notice has been received of an urgent temporary road closure order for C6 Minal (part) on 21 July between 9-4pm.

Work has already started on the new Local Plan at Wiltshire Council (WC). WC has issued a call for sites to increase its current 2.8 year land supply to 5 years.

The **Deputy Town Clerk** has advised that three traffic surveys have been requested and all will be included in the next batch of surveys which commenced 10 July. These relate to Hyde Lane (following a highway improvement request from **Mr Spicer**), Herd Street and London Road (where speed enforcement was requested at both based on SID reports reviewed at the last Planning meeting).

The **Chair** introduced changes to the National Scheme of Delegation of planning functions, which aims to cut down the number of planning applications being called in for discussion at Committee level. This will limit Wiltshire Councillors' ability to call in applications below certain development sizes or in certain circumstances. In future referrals to committee must be agreed by the Planning Officer and the relevant Committee Chair (a 'gateway test'). WC will try to get through all existing applications that have been called in before the October cut off date. A briefing note would be issued to all Councillors in due course.

The **Chair** was working on a county wide proposal that all pedestrian crossings within 500m of schools should have the traffic light priority set for pedestrians rather than vehicles. This will help alleviate congestion on narrow pavements (such as at Salisbury Road), and ensure the safety of children – older students often get impatient and there is a risk of them crossing before the lights change to red. This meets national guidelines introduced in changes to the Highway Code that already gives priority to pedestrians crossing at road junctions. There is support in Wiltshire Council for this to be implemented then reviewed after a set period, and the Chair would keep Councillors updated.

97/26 MINUTES

RESOLVED: that the minutes of the meeting held 8 June 2026 were approved as a true record and signed by the Chair

98/26 ACTION LOG

Members noted the updated action log. Discussion points included:

#151 Community Speed Watch: this was gaining traction, and an interested member of the public had recently called for volunteers on a Marlborough social media notice board.

#297 play area at Rabley Wood View/Hawthorn Meadow: the **Town Clerk** provided a further update:

- legal documents had been prepared and were ready to sign once the land transfers could take place (this would be done for both in one transaction)
- Instead of removing the tunnel from the play area, it had been agreed to re-landscape the mound it sits within so that it meets ROSPA guidelines and Wiltshire Council's Development Agreement requirements. The Town Council Grounds Team had started work on this today
- The Town Council has also agreed to take on the replacement of dead trees and hedging

- The new turf was suffering from the extreme weather but was being watered daily – there was a question whether this would affect the sign off by Wiltshire Council
- A meeting had been scheduled for 16 July for a further ROSPA inspection and hopefully a safety sign-off. The final stage would then be for Wiltshire Council to sign off that all conditions had been met so that the land transfer could take place

The **Chair** thanked the Town Clerk and the team for their tireless efforts and suggested that once everything had been signed off that the **Mayor** should cut a ribbon at an opening ceremony.

#366 parking issues at Lower Prospect garages: the **Town Clerk** reported he had approached Strategic Partnership Engagement Manager for Marlborough Area, to ask if the Area Board might be amenable to hold a meeting focusing on community safety as a forum to bring the various bodies together to work on issues such as the one at Lower Prospect together with other safety issues such as those affecting shops, dog fouling and public space protection. Community safety groups had been successful in other locations and perhaps this could be a topic for the Area Board to propose and pursue.

ACTION: The **Mayor** and **Town Clerk** to write a letter to Marlborough Area Board to ask whether a ‘community safety’ themed area board meeting could be arranged.

99/26 PLANNING DECISIONS

Members noted the planning applications that had recently been determined by Wiltshire Council

100/26 PLANNING APPLICATIONS

a) **PL/2026/03691** – an extension to the existing lean-to implement storage shed at Axholme, 47 London Road, Marlborough for T H White Holdings Ltd

RESOLVED: that Marlborough Town Council has no objection to this application

b) **PL/2026/03598** – removal of plastic based paint (Santex) and lime mortar applied. Addition of weather bars above the windows on south facing 1st and 2nd floor windows at 4 The Green, Marlborough for Mr David Walsh

RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Conservation Officer

c) **PL/2026/03925** – formation of bathroom within existing loft at 52 St Martins, Marlborough for Mr & Mrs A Hall

RESOLVED: that Marlborough Town Council has no objection to this application

d) **PL/2026/03492** – loft conversion with dormer window to rear. Single storey rear and side extension at 6 Falkner Close, Marlborough for Mr & Mrs Clint Martin

RESOLVED: that Marlborough Town Council has no objection to this application

e) **PL/2026/03502** – replace garage roof with pitched roof and front porch canopy. Single storey workshop extension to rear of garage at Pathways, 55 River Park, Marlborough for Mr & Mrs Andrew Sparkes
RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Conservation Officer

f) **PL/2026/03640** – extensions and alterations to dwellinghouse with garage conversion and widening of access and driveway at Greenheyes, Elcot Lane, Marlborough for Mr Steve Grant
RESOLVED: that Marlborough Town Council has no objection to this application

Having declared an interest, Councillor Hall did not comment or vote on the following application

g) **PL/2026/03726** – garage conversion at 4 White Horse Road, Marlborough for Mrs Jessica Taylor
RESOLVED: that Marlborough Town Council has no objection to this application

h) **PL/2026/03843** – demolition of an existing ground-floor extension and bay windows, replacement with a single-storey, ground-floor extension, removal of a single bed of ground cover planning and replacement with a planter-top retaining wall, alterations to an existing loft conversion at The Nest, Chandlers Yard, Marlborough for Ms Sarah Hutt
RESOLVED: that Marlborough Town Council has no objection to this application

Having declared an interest, Councillor Luson did not comment or vote on the following application

i) **PL/2026/03915** – new extensions and internal alterations to the existing dwelling house, altered parking arrangements, a new garage outbuilding with ancillary accommodation in the roof and associated landscaping at 5 Elcot Close, Marlborough for Mr T Green
RESOLVED: that Marlborough Town Council has no objection to this application

101/26 WORKS TO TREES

There were no applications to consider.

102/26 TREE PRESERVATION ORDER (TPO)

Members noted that Wiltshire Council had confirmed a provisional TPO (TPO/2025/00025) for a Horse Chestnut tree at Town Mill, Marlborough as a “tree of significant amenity value which makes a positive change to the character of the immediate area and local landscape”.

103/26 LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)

Members considered representation to LHFIG, a Highway Improvement Request and the LHFIG Action Log:

a) Representation

No Councillors present volunteered to fill the LHFIG vacancy created by Peter Morgan's resignation from the Town Council. Discussion points included:

- As the meetings were held during the working day it would be difficult for Councillors who work to take up this role
- Meetings would be via Teams and held three times per year
- Whether to revisit at the next Planning Committee meeting
- Whether to add to the Full Council agenda
- Whether a representative from within the community could fulfil the role – **Cllr Cleasby** would check whether this would be acceptable to LHFIG. Members agreed that if so, a process for recruitment and involvement would need to be agreed and approved by Full Council

ACTIONS:

- 1) **Councillor Cleasby** to check whether the vacancy must be filled by a Town Councillor
- 2) Revisit at the next meeting (or refer to Full Council if to be a member of the community)

b) Highway Improvement Request

Councillor Cleasby was in contact with the applicant concerning a request for changes to the highway at Culvermead Close but required more information. She proposed that a decision be delayed until more information was available.

ACTION: Defer to the next meeting

c) Action Log

Members noted the updated action log and that many actions were waiting on a response from Highways Officers.

#89 safe crossing point at Port Hill: a report would be prepared for the next Planning Committee to present proposals for a consultation

#328 dropped kerb at corner of Kingsbury Street and High Street: the **Chair** and **Town Clerk** were looking at options for how this might be funded

104/26 SPEED INDICATOR DEVICES (SID)

Members noted the most recent SID data collected at Port Hill (28 May to 15 June) and Kingsbury Street (16 to 29 June).

105/26 BRIEFING NOTE 26-07

Members noted Wiltshire Council Briefing Note 26-07 issued on 5 June providing an update on the council's housing land supply position and accommodation needs assessment for gypsies and traveller sites.

106/26 BT CONSULTATION – PAYPHONE REMOVAL

Members noted that BT had made a final decision to retain the payphone in the kiosk in the High Street at Marlborough Library.

107/26 NOTIFICATION OF VARIATION OF WILTSHIRE COUNCIL’S ENHANCED PARTNERSHIP PLAN AND SCHEME

Members noted a communication received from Wiltshire Council with regard to its bus shelter/bus stop infrastructure improvement programme. Discussion points included:

- The review would include a process to identify which bus shelters were owned by which parishes
- The types of new bus shelter proposed would not be suitable for the historic setting of the High Street
- Whether LED information boards could be included at bus stops without bus shelters

ACTION: **Councillor Cleasby** to check whether information panels could be applied to bus stops without bus shelters

108/26 WILTSHIRE LOCAL PLAN

Members noted the timetable for the preparation and commencement of the Wiltshire Local Plan, which was the authority’s highest priority.

109/26 TOWN CENTRE WORKING PARTY (TCWP)

Councillor Hall and the **Town Clerk** provided verbal updates:

- The planned rainscape scheme at London Road had been abandoned because there were too many issues to be able to proceed
- Similar scheme/s at other locations were now being pursued
- Once the rainscape project was complete, the members felt that TCWP, which had been running for a long time, had done its job and it had achieved all it could with the creation of the Town Centre Vision and that future projects should be handled at Committee level (*the TCWP reports to the Planning Committee*)
- If Members wished the TCWP to continue with any new projects more members would be required as membership had dwindled over the past year
- Members discussed recent changes to the Wiltshire Towns Programme and Substantive Bids funds – the **Chair** would clarify the figures for a future meeting. This may provide two routes for funding proposals in the town centre vision or LFIG action log
- Cabinet had noted that funding would be easier to grant to those towns with a vision in place, such as Marlborough

ACTIONS:

- 1) **Town Clerk** to report at the next meeting on the position of the TCWP and member support for Rainscape project

- 2) **Councillor Cleasby** to clarify available funding for substantive highway bids, Wiltshire Towns Programme or similar funding routes and to report back to a future meeting

110/26 TEMPORARY ROAD CLOSURES

Members noted that Wiltshire Council had issued Orders to close temporarily to all traffic:

- a) TTRO 11614: Lockeridge Lane (part) and Bayardo Lane (part), Preshute on 20 July for 3 days to enable Openreach Limited to provide multiple poles and other associated works
- b) TTRO 11551: Rockley Road (part), Ogbourne St Andrew on 5 August for 3 days to enable Openreach to clear blockages
- c) TTRO 11570: Kennet Place (part), Marlborough on 17 August for 2 days to enable Openreach to lay 2m ducting and other associated works
- d) TTRO 11659: George Lane (part), Marlborough between 08:00-18:00 from 20 to 26 August to enable Scottish and Southern Power Distribution to carry out replacement of old linkbox and other associated works
- e) TTRO 11630: A345 (part), Pewsey on 27 August for 2 days to enable Wessex Water Services Ltd to repair mains leak and other associated works
- f) TTRO 11661: Manton Road and High Street (part), Preshute on 1 September between 09:30-15:00 to enable Openreach to carry out pole testing and other associated works
- g) TTRO 11683: Laineys Close (part), Marlborough from 9 to 16 September between 08:00-16:00 to enable Scottish and Southern Power Distribution to carry out fault locating and other associated works

The meeting closed at 7.53 pm

Signed:
Chair

Date: