

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 14 April 2025 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor James Sheppard	Chair
	Councillor Kym-Marie Cleasby	Town Mayor (<i>ex officio</i>)
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor Caroline Thomas	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Emily Trow	
	Councillor Caroline Sadler	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
ALSO PRESENT	Neil Goodwin	Marlborough.News

PUBLIC QUESTION TIME

There were no questions.

440/24 APOLOGIES

Apologies for absence had been received from **Councillors Fogg, Ross, Farrell, Davies, Luson, Kohrt** and **Beaumont**.

441/24 DECLARATIONS

Councillor Hall – agenda item 7(f) – planning application at The Merchant's House – non-pecuniary interest. **Councillor Cooper** – agenda item 7(m) – planning application at Jefferies Close – non-pecuniary interest.

442/24 CHAIR'S ANNOUNCEMENTS

A Q1 (January-March) parish report had been received from Wiltshire Police, and copies were tabled for Members.

The Planning Officer has agreed an extension for the comments date for application PL/2025/03165 – Erection of retirement apartments at the former police station in George Lane so that it can be considered at the Planning meeting on 19 May.

443/24 MINUTES

RESOLVED: that the minutes of the meeting held 17 March 2025 were confirmed as a true record and signed by the Chair.

444/24 ACTION LOG

Members noted the updated action log.

#89: Safe crossing point Port Hill to The Common: The **Town Clerk** reported that the Grounds Manager had completed CAT and GENNY training, enabling him to confirm that there were no underground cables in the proposed location for a pole to be installed at Port Hill to allow a speed indicator device to be positioned here. An indicative plan would be submitted to Wiltshire Council to get permission for the Town Council team to install it.

445/24 PLANNING DECISIONS

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

446/24 PLANNING APPLICATIONS

a) **PL/2025/02468** – change of use of offices to 6 residential flats; provision of parking for flats; associated changes to windows at Ailesbury Court, High Street, Marlborough for Hadleigh PVT

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

b) **PL/2025/02750** – change of use of offices to 6 residential flats; provision of parking for flats; associated changes to windows at Ailesbury Court, High Street, Marlborough for Hadleigh PVT

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

c) **PL/2025/02276** – internal and external restorative works including removal and replacement of oak beams and old leadwork, making good of disturbed areas, renewal of external hopper head and replacement downpipe, repair of water damaged ceilings, and repair and repointing of brickwork at 138a High Street, Marlborough for Mrs S Haine & Mr G Smith & F Smith c/o Kilpatrick & Co

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

d) **PL/2025/02671** – comprehensive repair and refurbishment of building externally and internally, including removal of non-original partition walls, repair and replacement of defective floorboards, removal of previous tenant's hanging sign on front elevation, repair, maintenance and replacement of roof, windows and doors with like for like, and repair of rear gable wall with associated works (re-submission with minor variance to previously approved LBC) at 30 High Street, Marlborough for Mrs J Garside

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

- e) **PL/2025/02480** – 1 no new non-illuminated fascia sign at 119 High Street, Marlborough for Mr Andrew Tubb, WoolOvers

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

Councillor Hall did not vote on the following application

- f) **PL/2025/02954** – demolition and rebuilding of the tall leaning rear chimney at The Merchant’s House, 132 High Street, Marlborough for The Merchant’s House Trust

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

- g) **PL/2025/02384** – renovation and redecoration work, with minor internal alterations and external works including proposed extract fan at 86 High Street, Marlborough for Mrs Rebecca Hall of Elizabeth James Ltd

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

- h) **PL/2025/03155** – renovation and redecoration work and external works including proposed extract fan at 86 High Street, Marlborough for Mrs Rebecca Hall of Elizabeth James Ltd

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

- i) **PL/2025/02103** – proposed garage and extension to dwelling at No. 1 Highfield, The Common, Marlborough for Mr J Weeks, Price & Weeks Property Ltd

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

- j) **PL/2025/02481** – two storey side and rear extension at 12 Barrow Close, Marlborough for Dr & Mrs Raik Jarjis

RESOLVED: that Marlborough Town Council objects to this application in agreement with the Highway Officer’s concerns about the loss of a parking space and overspill to on-street parking

- k) **PL/2025/02511** – construction of a car park space and erection of a domestic shed at 10 Priorsfield, Marlborough for Mr M Cowen

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

- l) **PL/2025/02859** – proposed removal of the existing lean-to conservatory and replace with a single storey rear extension, demolition of the single garage and creation of a ground floor bay window at the front elevation & creation of new driveway parking including dropped kerbs at 13 Reeds Ground, Marlborough for Mrs Sharon Pawlaczek

RESOLVED: that Marlborough Town Council has no objection to this application subject to the Highway Officer’s condition being met

Councillor Cooper did not vote on the following application

- m) **PL/2025/03030** – single storey extension to front elevation at 2 Jeffries Close, Marlborough for Mrs R Patel

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

- n) **PL/2025/02993** – retrospective application for installation of a carport on one side of the front driveway at The Laurels, Cold Harbour Lane, Marlborough for Mr John Doré

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

- o) **PL/2025/03218** – proposed two storey side extension, partial garage conversion and internal alterations at 10 St Margaret’s Mead, Marlborough for Nicola Hobbs

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

- p) **PL/2025/03230** – retrospective application to create off street parking at 36 London Road, Marlborough for Mr & Mrs Wesley Hulshof

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

- q) **PL/2025/03319** – erection of illuminated and non-illuminated signs to the exterior of the building at The Roebuck Inn, London Road, Marlborough for Admiral Taverns

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

447/24

WORKS TO TREES

- a) **PL/2025/02887** – T1 – reduce the crown of one Holly tree by 50% at 42 St Martins, Marlborough for Mr Pickles

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

- b) **PL/2025/02969** – T1 Birch tree – remove to ground level at 17-18 High Street, Marlborough for James Rose, Rose Tree Care Ltd

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

448/24

PLANNING APPEAL

Members noted that the Inspector had dismissed an appeal (APP/Y3940/D/24/3352664) against refusal of PL/2024/02829 (retrospective) erection of an open sided veranda attached to house to provide shelter for existing patio and provision of domestic outdoor secure cat pen at D’Arenberg House, Chandler’s Yard, Marlborough.

449/24

HIGHWAY AND FOOTWAY IMPROVEMENTS

Members considered a highways improvement request to add a ‘no entry’ sign at the right turn from High Street (southeast) to High Street/Kingsbury Street across the front of the Town Hall. Discussion points included:

- This area of the highways was not currently ‘no entry’
- The ‘keep left’ blue sign is to prevent traffic travelling the wrong way (west) along the north part of the High Street

- It would not be possible to make the stretch of High Street from the north of the Town Hall to the junction with Kingsbury Street 'no entry' because it was a bus route
- Members believed drivers were very cautious and careful when making this manoeuvre, and were not aware of any incidents at this location
- Budget: there were other areas with higher priority needs

RESOLVED: to take no further action with this request

450/24 PROPOSED TRAFFIC REGULATION ORDER

Members considered a consultation proposing changes to The County of Wiltshire (Various Roads, Marlborough) (20MPH Speed Limit) Order 2025 to introduce changes to the 20MPH zone to include:

- A4 High Street Marlborough from its junction with Hyde Lane for a distance of 25 metres in a southerly direction
- Back Lane
- Cardigan Road
- Cross Lane
- Culvermead Close
- Ducks Meadow
- Figgins Lane
- George Lane
- High Street Marlborough (western leg)
- Hyde Lane
- St Johns Close

The **Chair** recorded the Town Council's thanks to **Councillor Davies** who had worked hard on this, particularly to include George Lane in the 20MPH zone.

RESOLVED: to respond to the consultation expressing the Town Council's strong support for the proposal

Councillor Sadler questioned whether the southern stretch of the High Street between the Pewsey Road junction and the eastern boundary of St Peter's church was included; it was noted that if not this would need to be raised a separate request as it was too late to be included in the order.

451/24 CONSULTATION ON TEMPORARY ROAD CLOSURE

RESOLVED: that Marlborough Town Council supports the application for a temporary road closure to support the Parade Family Festival on Saturday, 14 June, 08:00-23:30 at The Parade, Marlborough from between New Road and London Road

452/24 SPEED INDICATOR DEVICES (SID)

Members noted the most recent data download from the SID at A4 Bath Road (40mph), 12-25 March 2025.

453/24 TOWN CENTRE WORKING PARTY

Councillor Shantry gave a verbal update:

- Gateway and visitor fingerpost signs had been installed and were looking good
- A meeting was scheduled in May between the Working Party and Charlotte Hitchmough of ARK to begin work to prioritise areas where rain gardens could be implemented, and to look at funding requirements
- Following a tender process, PJA had been appointed to create a town centre vision and plan. The work was expected to take around 5 months and would result in a proposal that would be scalable and able to be implemented in blocks. The company had extensive experience with other local authorities and would also be able to suggest different funding routes. The first stage would be research and analysis, engaging with local people, businesses and young people and gaining an understanding of highway issues, before developing a plan and design solutions for consideration.

The **Chair** thanked the Town Centre Working Party members for their hard work and noted that the new signage made a huge difference. Other comments included:

- Following the election this working party would need to be re-confirmed, with an opportunity for all Members to join
- It would be important for Wiltshire Councillor representation on the working party as Wiltshire Council's co-operation would be required for any changes, particularly to the highway

454/24 TEMPORARY ROAD CLOSURES

Members noted Orders issued by Wiltshire Council under Section 14(1) of the Road Traffic Regulation Act 1984 to close temporarily to all traffic:

- a) TTRO 10320: C6 (part), Mildenhall, from its junction with Church Lane to its junction with Greenway Road between 09:30-15:30 from 12-14 May to enable Openreach to carry out UG civil works and overlay duct
- b) TTRO10328: George Lane (part), Marlborough; from its junction with A345 to its junction with Ducks Meadow between 09:30-15:30 from 22-23 May to enable Openreach to carry out blockage clearance works on the highway by accessing structure. Excavation is required.

Members expressed concern at yet more disruption on the roads, noting that the timing didn't fit with school hours as the school day ended at 15:10. They questioned why this could not be done overnight to reduce the disruption, and this led to a wider discussion about how utility permits were planned and coordinated.

ACTION: Town Clerk to write to Street Works referring to TTRO210328 as an example of works that Members believed could be scheduled overnight and to ask

for an explanation of why this could not be done: and to ask whether, going forward, overnight working could always be considered as the first option

c) Blanket Order confirmed dates – Gazette and Herald area – Surface Dressing

1. A346 (Part), Marlborough, Ogbourne St Andrew and Ogbourne St George; TBC
2. B4039 (Part), Nettleton; TBC
3. B4003, Avebury; TBC
4. C104 (Part), Brinkworth; 02 - 04 April 2025
5. C197 (Part), Shalbourne; TBC
6. C66 (Part), Great Somerford; TBC
7. C88 (Part), Brinkworth; TBC
8. C190 (Part), Aldbourne; TBC
9. C154 (Part), Grittleton, Stanton St Quintin and Kington St Michael; 02 - 04 April 2025
10. C198 (Part), Ham; 11 - 13 April 2025
11. C74 (Part), Great Bedwyn; 09 - 11 April 2025
12. C84 (Part), Luckington and Alderton; 04 - 06 April 2025
13. Highway Common, Hilmarton and Compton Bassett; 07 - 09 April 2025
14. UC 326402, Shalbourne; 11 - 15 April 2025
15. UC 847401, North Wraxall, Biddestone and Slaughterford; 02 - 05 April 2025
16. C6 (Part), Ramsbury; TBC
17. C503, Devizes; TBC
18. C8 (Part), All Cannings; TBC
19. C248, Urchfont; TBC
20. C351 (Part), North Newnton and Rushall; TBC
21. A4 (Part), Chippenham and Calne Without; TBC
22. C1 (Part), Easton Grey; TBC
23. C139, Cherhill; TBC
24. C71 (Part), Grittleton and Nettleton; TBC
25. St Paul Street, Chippenham; 02 - 04 April 2025
26. Leafield Way (Part) Spur Road, Corsham; (Patching only - completed)

The **Chair** thanked Members for their work during the Council term.

The meeting closed at 8.03 pm

Signed:

Chair

Date: