

# Marlborough Town Council



## Planning Committee

### Minutes of a meeting of the Planning Committee held Monday, 27 October 2025 in the Court Room, Marlborough Town Hall at 7pm

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<b>PRESENT</b>	Councillor Kym-Marie Cleasby	Chair
	Councillor Emily Trow	Town Mayor
	Councillor Nicholas Fogg	
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor James Sheppard	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Caroline Sadler	
	Councillor Caroline Wrench	
	Councillor Nicholas Awbery	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
<b>ALSO PRESENT</b>	Neil Goodwin	Marlborough.News
	Six members of the public	

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#### **PUBLIC QUESTION TIME**

##### **Orchard Road**

**Tamsin Witt** : Will the Town Council please continue to help the residents of Orchard Road to solve the many problems caused by the sixth formers using our small cul-de-sac as a school car park and support her request to attend future Wiltshire Council Local Highway and Footway Improvements Group (LHFIG) meetings to assist in the progress of a resolution.

**Gemma Ward** (written question similar to above) highlighting that parked cars cause problems for refuse lorries to access the road.

##### **Lower Prospect**

Simon Walters and Alison Magill asked whether the Mayor should be excluded from the meeting for the item concerning parking in Lower Prospect, as she had a personal interest.

**Penny Shorten** (written question): Concerns have been raised about damage to Lower Prospect residents' cars and the inability to identify the culprits as they are always owned by persons who are not residents, also meaning it's impossible to trace the owner when car alarms go off all night outside our homes. How do you intend to resolve this issue please?

The **Chair** confirmed both would be discussed later in the meeting. The highway requests were already with LHFIG, and the agenda items this evening were for Councillors to vote on whether to ask for them to be re-prioritized at the next LHFIG meeting. These meetings are not open to the public. Representatives of the Town Council would attend, could speak on behalf of residents and would report back on the outcome. The **Chair** was also confident that the **Mayor** would do whatever was necessary at the correct point in the meeting, as residents would see.

**230/25 APOLOGIES**

Apologies for absence had been received from **Councillors Farrell, Luson, Beaumont and Morgan**.

**231/25 DECLARATIONS OF INTEREST**

**Councillor Sadler** – item 7 – planning application – non-pecuniary.

**Town Mayor Councillor Trow** – item 11 (ii) – Highways Improvement Request for Lower Prospect – non-pecuniary.

**Councillor Cooper** – item 11 (iii) – Highways Improvement Request for Orchard Road – non-pecuniary.

**232/25 CHAIR'S ANNOUNCEMENTS**

We have received a notification about recent police speed enforcement operations at Kingsbury Street and Poulton Hill. In total, five drivers were issued with notices of intended prosecution for excessive speeding. Depending on previous convictions and history, fourteen drivers will be offered a speed awareness course or face £100 fine and 3 points on their licence.

The **Chair** had been made aware of issues with street lighting in and around the Acres (varying issues, e.g. some with incorrect timing, some with broken lamps). She had raised this with Highways and was waiting for them to respond.

**233/25 MINUTES**

**RESOLVED:** that the minutes of the meeting held 6 October were confirmed as a true record and signed by the Chair

**234/25 ACTION LOG**

#297 Play area at Hawthorn Meadow: the Town Clerk had met with the solicitor to seek legal advice on potential changes to agreed handover arrangements, and risks for the Town Council if it took on the land and play area before all GreenSquare Homes work was complete. It may be possible to agree an additional commuted sum to mitigate any risks. Additionally, the house building division of GreenSquare Accord may potentially be dissolved in 2026 so it was important to clarify the legal position.

#306 Paint scheme at Willow & Wolf: there were no planning applications online. The Town Clerk had contacted a Planning Officer and was waiting for a reply.

**235/25 PLANNING DECISIONS**

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

**236/25 PLANNING APPLICATION**

*Councillor Sadler took no part in the discussion for this item and abstained from voting*

**PL/2025/07499** – Single storey extension and alterations to existing dwelling at Cedars, Kingsbury Street

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

**237/25 WORKS TO TREES**

a) **PL/2025/07928** – Reduce small Silver Birch by 50%, reduce the height of Horse Chestnut by one third and reshape, fell Ash, fell Bay, fell Aster and trim back large shrubs at 50 High Street, Marlborough

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

b) **PL/2025/07999** – T1 Crack Willow – fell. T2 Ash trees (x6) – fell. T3 Sycamore – fell. T4 Willow – fell. T5 Poplar – fell at Manton Mill, Bridge Street, Manton

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

c) **PL/2025/08131** – G1 – Group of Western Red Cedar Trees – fell to ground level as close to/overshadowing building at 4 School Lane, Manton

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

**238/25 STREET TRADING CONSENT**

Members considered an application for street trading:

Trading name:	Jimmy's Kebab
Article for sale:	Chicken, kebabs and chips
Trading location:	Car park in centre of Marlborough High street on A4
Trading times:	Monday to Sunday 18:00-23:00
Description of stall:	Catering van

Discussion points included:

- Jimmy's Kebab currently operates in George Lane car park, where it works very well and is popular with residents
- The original application for George Lane (close to the Police touchdown point) was agreed for a trial period, with feedback from residents and police taken into account. Would this be appropriate again if this application was approved?
- A fish & chip van trades once a week at the Wednesday market and stays until early evening (before 8pm) but does not trade late at night. This had been agreed by Wiltshire Council markets team, and the Town Council had not been consulted about it

- Location: the central parking area is busy. Would a specific area be reserved, or would the van park wherever it can find a space at 6pm
- Whether mobile caterers are required to pay business rates
- There were other shops close to the High Street selling similar products as well as other food outlets in the High Street, New Road, the yards and The Parade. Businesses were already struggling and this would create easy to access competition: Members were concerned about the impact on established businesses
- Concerns about highway safety, especially after dark and late at night. The A4 is a busy road compared to a quiet car park in George Lane – whether queues late at night and people crossing the road presented a risk to public safety
- Whether allowing the application would set a precedent for other traders, and whether mobile food vendors in the historic High Street 7 days a week would have a detrimental impact
- Noted that people driving to collect takeaways in The Parade park wherever they like and often block access: this could be even more of an issue in the High Street
- Whether it would encourage anti-social behaviour late at night (e.g. smells, nuisance behaviour)
- The central car park is well used at night: there would be an impact on parking availability, especially while Waitrose was still trading

**RESOLVED:** that the Town Council objects to this application at this location on the grounds of all comments discussed at the meeting and especially highway/public safety, loss of car parking and a desire not to set a precedent for mobile vendors in the middle of the historic High Street

**239/25**

#### **ADOPTION OF TELEPHONE KIOSK**

Members considered an approach from BT Networks about the telephone kiosk located at St Martins/The Green, where the telephone would be removed. The Town Council had the opportunity to adopt the kiosk.

Discussion points included:

- Red phone boxes were iconic designs and this one was a familiar part of the street scene
- Whether people living next to the kiosk had been consulted
- That if adopted, the Town Council would need to maintain it. The Grounds Manager had confirmed that the team could accommodate occasional repainting; other work would depend on what the final use would be
- Several ideas for how it could be used were discussed (floral displays, a book library, a history booth), and whether to consult with residents about the potential use

**RESOLVED:** to adopt the kiosk, and decide on its use at a future meeting

240/25

**LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)**

Members considered three highway improvement requests and noted the LHFIG action log.

- a) Lowered kerb at Ducks Meadow adjacent to footpath to Isbury Road  
Members noted that the request did not ask for a lowered kerb on the opposite side of the road, questioning whether this would cause wheeled users to go on to the highway. They also believed there was a lowered kerb within a few metres of the requested location.

**RESOLVED:** (i) not to submit the request to LHFIG

- b) Reconsideration: Residents Parking Scheme at Lower Prospect  
*Councillor Trow took no part in the discussion for this item and abstained from voting*

**RESOLVED:** (ii) to support a request for residents parking at Lower Prospect 6pm-8am daily (maximum stay for other drivers 2 hours) to be submitted to LHFIG to ask for reconsideration/reprioritisation

*Two members of the public left the meeting*

- c) Reconsideration: Residents Parking Scheme at Orchard Road  
*Councillor Cooper took no part in the discussion for this item and abstained from voting*

The **Chair** read out letters received from the Principal of St Johns and the Director of 6<sup>th</sup> Form, both in support of this application. There was ample parking space at the school for students. While the school did all they could to ask students not to park in Orchard Road, it was difficult to police on a daily basis

**RESOLVED:** (iii) to support a request for residents parking at Orchard Road cul-de-sac 8am-3.30pm Mon-Fri to be submitted to LHFIG to ask for reconsideration/reprioritisation

*Four members of the public left the meeting*

241/25

**SPEED INDICATOR DEVICES (SID)**

Members noted the most recent data downloaded from the Town Council's SIDs at London Road between 17 September and 8 October and Port Hill between 9 and 21 October.

Councillor Sadler drew Members' attention to the high percentage of outbound vehicles recorded above 30MPH at London Road.

242/25

## TOWN CENTRE WORKING PARTY

**Councillor Shantry (Chair)** provided a verbal update:

Phase 1 of the Rainscape project was now coming to fruition. News stories and a press release had been issued inviting people to attend Coopers Corner on 6 and 7 November between 10am-1pm to see the first rain planter in place, with an opportunity to learn how they work. Phase 1 includes a rain garden at Priory Gardens.

Phase 2 would take about a year due to the requirement to seek planning permission, consult with the owners of buildings at proposed locations, and carry out preparation work such as replacing gutters and clearing gullies. Cllr Shantry tabled artist's impressions of how these could look.

Town Centre Vision: the final report had been received from the consultants, who had been asked to present their findings and recommendations to a future working party meeting and provide a summary. Once considered, supported ideas would be recommended to the Council for consideration. Funding routes would also need to be identified.

The **Town Clerk** advised that while he could circulate the full report to Members, it was important to note that at this stage it was a report by consultants and nothing within it was yet agreed by the Town Council. In this context, it was important that it remains confidential until the Town Council had an opportunity to consider the content and take a position on it before presenting it to the community. The Town Council would publicise the next stage of the project to the public at the appropriate time, when a press release would also be issued.

**Councillor Sheppard** thanked the Working Party members for their hard work. The artists' drawings were very impressive: it would be a credit to the town.

*Councillor Fogg left the meeting*

243/25

## TEMPORARY ROAD CLOSURES

Members were concerned that the current George Lane partial closure had misleading signage. It would be helpful if the signage at the junction of George Lane and Pewsey Road could state that access to the public car parks was still open. Drivers were rerouting and causing unnecessary delays to traffic as a result.

**Councillor Cleasby** was meeting with Highways officers very soon and agreed to raise this issue.

Members noted that Wiltshire Council had issued Orders for temporary road closures:

- TTRN 26E303: Poulton Hill (part) 125m east of its junction with Tin Pit in an easterly direction for approximately 50 metres on 27 October for 5 days to enable Scottish and Southern Power Distribution to carry out road crossing and duct for a new electricity supply

- A4 (part) High Street, C18 Kingsbury Street (part), A4 (part) New Road between 16:00-21:00 on 28 November to ensure public safety at the Christmas Lights switch-on event
- TTRO 10867: C6 (part), Mildenhall from its junction with Sound Copse Lane to its junction with Thicketts Road on 8 December for 4 days to enable Wiltshire Council to carry out retexturing
- TTRO 10861: The Parade (part), Marlborough from its junction with Kennet Place for approximately 40m in a westerly direction on 9 December for 4 days to enable Openreach to carry out excavation to lay 2m duct
- TTRO 20857: A346 (part), Burbage, Savernake and Marlborough from its junction with Marlborough Road to its junction with Blenheim Road between 19:00-06:00 for 4 nights from 12 December to enable Wiltshire Council to carry out carriageway resurfacing, replacement of existing road markings, adjustment of ironwork and associated works

The meeting closed at 8.19 pm

Signed: .....  
Chair

Date: .....