

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 30 March 2026 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor Mervyn Hall	Chair
	Councillor Emily Trow	Town Mayor
	Councillor Nicholas Fogg	
	Councillor Lisa Farrell	
	Councillor Mark Cooper	
	Councillor James Sheppard	
	Councillor Mark Luson	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Abi Beaumont	
	Councillor Caroline Wrench	
	Councillor Nicholas Awbery	
	Councillor Kim Wakeham	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
ALSO		
PRESENT	Neil Goodwin	Marlborough.News
	Twelve members of the public	

PUBLIC QUESTION TIME

Nick Leigh asked whether **Councillor Sheppard** had made any progress with Wiltshire Council regarding the access and intersection with pedestrians at the entrance to Riding School Yard (*Highways Improvement Request supported on 9 March 2026, Min. No. 417/25*)? Was Wiltshire Council aware of any legal liability upon themselves or anyone else should an accident occur at a position where there seems to be very little protection either way?

Councillor Sheppard had not seen any progress in that short time and could not answer the second question, so he asked **Mr Leigh** to send him an email (james.sheppard@wiltshire.gov.uk) with his question and he would communicate with him directly.

Lower Prospect

Questions were asked by or on behalf of **Ben Shorten, Simon Walters, Alison Magill, Penny Shorten, Susanna Fortune and Michelle Cope** regarding a request for a residents' parking scheme at Lower Prospect (*agenda item 9*):

- When the HIR request for residents parking at Lower Prospect is considered will the Chair suspend standing orders to allow residents to supply further insight into the ongoing situation at Lower Prospect?
This would be a decision for the Committee to vote on at the appropriate point in the meeting.
- Would Emily Trow remove herself from these discussions and any voting as she did at the last Planning Meeting (27 October 2025) regarding Lower Prospect, due to her personal interest in the outcome of our application?
*The **Chair** would call for declarations of interest at the start of the meeting.*
- Currently the parking needs of Lower Prospect residents are displaced around the surrounding neighbourhood, as far up as The Common. Did the Committee agree that, as the residents can demonstrate that all spaces in Lower Prospect will be utilised by residents, residents' parking for Lower Prospect would not increase the overall number of vehicles in the local area as has been suggested, but simply redistribute the vehicles belonging to residents to closer to their homes?
To be clear, the role of this Committee was to decide whether to refer the question regarding residents' parking permits to the local Highways Improvement group which is a Wiltshire Council body. It had no authority over highways matters.
- Do the Committee agree that restrictive parking measures could help to reduce the current risks caused by rising conflict on our road and increase essential access on Lower Prospect for mandatory works and emergency vehicles, evidenced by the success of the scheme in Kennet Place?
*Any conflict, threatening behaviour or damage was a police matter, not a council matter. The **Chair** would hope that people would report such incidents to the police. The Town Council could refer them on to the police but it is essential that residents report any incidents.*
- Considering the photographs distributed to the Committee, what could the Council do to secure the integrity of my husband's disabled parking space? This level of inconsiderate parking cannot be tolerated any longer. Perhaps the Lib Dem councillor, who has championed disabled parking elsewhere in the town, could extend her support to this issue in Lower Prospect?
***Councillor Cleasby** was not present at the meeting. The **Chair** noted that as there was already a disabled parking space the issue was one of enforcement, which again was the responsibility of Wiltshire Council who enforce highways matters. The Town Council could speak to them on behalf of residents but it was helpful for residents to do so.*

ACTION: Town Clerk to follow up with Wiltshire Council Parking Services

Two members of the public left the meeting

- How will the committee reduce antisocial behaviour in Lower Prospect if resident permits are not introduced? Current issues include:

- Car alarms going off in the middle of the night on cars belonging to non-residents who live too far away to realise the nuisance and the disturbance they are causing, often for long periods of time at night
- Residents being blocked in by unidentifiable non-residents and prevented from going to work or getting to urgent appointments
- Blocked in drivers pressing their car horns for long periods of time, sometimes at night, trying to attract the attention of inconsiderate offenders
- Blocked in drivers letting the tyres down on cars and, on other occasions, themselves blocking in cars in retaliation, resulting in aggression and conflict

The **Chair** greatly sympathised and realised there was a serious problem in the area, but these were not planning matters. They were matters for police enforcement particularly if there was threatening behaviour or damage and if there was obstructive parking: it wasn't something that the Planning Committee could do: all it can do is to advocate for residents to the Highways Authority. He confirmed that the police had already been contacted by the Town Clerk. The **Chair** said residents parking might help, but he doubted whether parking permits would solve all the problems : there was a queue of applications with LHFIG of about two years so nothing would happen quickly; whether it was correct to assume that each house would get a permit (people could buy more than one permit); whether other people living nearby would be entitled to buy the permits; the number of permits issued might not be equivalent to the number of houses in the street.

Gina Cook (in relation to the potential purchase of a house in River Park) asked whether were there any Article 4 directions on the conservation area; and who was responsible for the wall between River Park and Figgins Lane?

The Chair asked her to leave her contact details with the Town Clerk, who would get in touch with her directly.

Val Compton had been supporting Lower Prospect residents. Getting permits in Kennet Place had made a difference. One issue was people visiting (for example to go to the cinema, the café or for shopping) meant a high turnover of cars often parked without drivers observing the time restrictions or being aware that there was a pay & display car park at Kennet Place as there was no signage to it, which had been requested some time ago by residents. Would the Town Council chivvy up Wiltshire Council to put signage up directing drivers to the Kennet Place car park for people coming in from out of town?

Neil Goodwin (Marlborough.News) asked for an update on the request for a pedestrian crossing at Port Hill, first raised in 2020 (this was possibly also a comment about LHFIG). He also asked whether LHFIG meetings could be made open so members of the public could observe them, and whether group membership could also be made public.

The **Chair** agreed there were issues with the LHFIG process but it wasn't in the Town Council's gift to fix it. **Councillor Cleasby** had taken it upon herself to raise that issue within Wiltshire Council (WC).

On Port Hill, after six years of the request for a crossing going full circle with WC most recently recommending a formal crossing as a solution, the **Town Clerk** had written to the WC Chief Executive and Head of Highways about the lack of progress and as a result a Highways Engineer had been asked to look at the situation differently.

Councillor Sheppard had chaired LHFIG for many years. There was no want of trying inside the committee to try to get things achieved. Members' hands were tied by the Officers who attend the committee and by the process involved. He was pleased that the Town Council had been able to get pressure 'from above' to make progress with Port Hill. The problem was that committee members were not experts on highways matters and have to rely on the expertise of the officers. Many things had been achieved over the years: it just took patience. Personally, he would not be against the meetings being open although sometimes it was easier for Parish representatives to speak freely when working on behalf of their residents without observers present. The question was something that he and **Councillor Cleasby** could take forward.

Councillor Shantry was meeting with senior highways officers from Wiltshire Council on 31 March and Port Hill and the LHFIG process were on his list of topics to discuss.

456/25 **APOLOGIES**

Apologies for absence had been received from **Councillors Cleasby, Sadler and Morgan**.

457/25 **DECLARATIONS**

Councillor Trow – agenda items 7(b) – planning application at Herd Street – and 9(a) – highway improvement request at Lower Prospect – non-pecuniary.

458/25 **CHAIR'S ANNOUNCEMENTS**

The **Chair** read out a communication received from Forestry England about the Postern Hill camp site:

"Thank you for your email and for your continued interest in Postern Hill.

We are currently having positive and progressive discussions around reopening the campsite and are working towards a solution that will allow it to operate successfully again. Alongside this, a number of essential repairs and improvements are required to bring the site up to a suitable commercial and operational standard, and these are now being scoped and organised.

I would like to reassure you that Forestry England remains committed to retaining Postern Hill as a campsite, and the intention is for it to reopen in the future, ideally later this year once the necessary preparations and works have been completed. At this stage, however, we are not in a position to confirm firm timescales.

As Camping Development Lead, this site is one of my top priorities. There are a number of historic issues that need to be addressed to ensure the site is viable and sustainable in the long term, and I am actively working through these.

I will ensure that you and the relevant councils are kept informed as soon as we have clearer updates on reopening.”

A notice had been received about an urgent closure to A4 High Street from the A345 junction for 80m between 7pm and midnight on 8 April for Wiltshire Council to carry out road repairs.

459/25 MINUTES

RESOLVED: that the minutes of the meeting held 6 March 2026 were confirmed as a true record and signed by the Chair

460/25 ACTION LOG

Members noted the updated action log.

Councillor Trow was working with the Deputy Town Clerk to see whether there were enough volunteers to set up a Community Speed Watch group (Action #151): she encouraged Councillors to volunteer.

#297 Hawthorn Meadow Play Area: the **Town Clerk** provided an update on the most recent progress and offers from the Town Council to help move things forward; the team was already doing a lot to help without having any legal responsibility for the play area, and without compromising the Town Council’s position:

- Our staff have started tending to the grassed areas which already look better
- The Town Clerk and team had observed a number of issues which had been fed back to GreenSquare:
 - the fencing had come down again which the Grounds Manager would see secured on their behalf
 - a tree had been pulled over – the Grounds Team will put in a stake to help the tree survive
 - Some of the landscape planting has not taken – we have offered to take it on and do the planting ourselves
- The grass seed has taken, but the area has a lot of protruding stones. This has been flagged to GreenSquareAccord (GSA), again with an offer of help to rake off the stones and roll the grass
- Waiting for confirmation about whether RoSPA sign-off has been received
- The officer at GSA who had been our liaison has been made redundant; seeking clarification on who our contact will be going forward
- GSA have put a safety fence around the pond at the suggestion of the Town Clerk
- We have asked whether we can take over Hawthorn Meadow
- To be able to hand the play area to the Town Council, GSA need to meet their legal S106 obligations to Wiltshire Council. There will be a risk to children if the Town Council takes it on and opens it without RoSPA safety sign-off. The play area is still the legal responsibility of GreenSquare: the Town Council is doing all it can to move it forward

461/25 PLANNING DECISIONS

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

462/25 PLANNING APPLICATIONS

- a) **PL/2026/01277** – replacement of a fixed-frame multi-pane painted wooden kitchen window, installed in 2001 modern extension, with new painted wooden casement window to match the design/materials/finish of the upstairs bathroom window at 3 Five Alls Court, Marlborough for Nicola Urquhart
RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Conservation Officer

Councillor Trow abstained from the following item

- b) **PL/2026/01287** – replace the existing front door with a faithful copy of the existing door at 31 Herd Street, Marlborough for Mr Sahid, Aster Homes
RESOLVED: that Marlborough Town Council has no objection to this application

- c) **PL/2026/01373** – retrospective listed building consent for the repainting of external elevations of the Grade II listed building in a burgundy and pink striped finish. No alterations have been made to the building structure, plan form, architectural detailing historic fabric, openings or material at 95 High Street, Marlborough for Mrs Isabella Wookey, Willow & Wolf Ltd

Discussions points included:

- There were two comments of support on the planning portal
- Several Councillors personally liked the appearance
- Whether it fitted the street scene
- That it was a Grade II listed building within a conservation area
- Historic England say that eccentric colours and stripes affect special interest areas
- Whether water permeable paint had been used on a lime rendered building, and if not, whether it would cause harm to the building as it will cause the render to blow if the water cannot escape
- Whether allowing it to go through would set a precedent for other buildings, and if the decision was based on personal preference whether it would be hard to object to future schemes if they were not to everyone's taste
- That the business owner had already gained significant publicity, and whether it was now time to remove the striped scheme
- That other High Street shops were far less attractive
- That the appearance attracted the public and, with businesses under pressure from traffic, business rates and 10 empty shops on the High Street, whether the Town Council should support them in any way they could and therefore allow this to go through
- That each application should be considered on its own merits
- That the decision should be made on planning grounds and not personal preference
- That submitting a retrospective application was disappointing: business owners should be fully aware of their legal obligation to apply before changing the building and whether this was a backhanded way to get it through

- All the issues raised could have been debated if the application had been submitted prior to the work being completed

A proposal to object based on the Grade II Historic England guidance/heritage concerns received 3 votes for with 7 against plus 2 abstentions, therefore the proposal failed.

RESOLVED: that Marlborough Town Council has no objection to this application subject to confirmation that the correct type of paint has been used on this listed building; and if not, that it shall be removed and replaced with water permeable paint

- d) PL/2026/01384** – new ensuite and replacement windows at Linden Lodge Cottage, 4 George Lane, Marlborough for Ms S Banfield

RESOLVED: that Marlborough Town council has no objection to this application subject to the satisfaction of the Conservation Officer and that the windows are in keeping

- e) PL/2026/01666** – demolition of existing dwellinghouse and erection of a replacement dwelling with double garage and associated landscaping works at 37 George Lane, Marlborough for Mr Andrew Tatum

Discussion points included:

- The proposed building was significantly bigger than the existing: whether it would be overbearing and cause issues with overlooking for neighbours
- Whether the very modern appearance would fit with the street scene
- There was a mixture of architectural styles in George Lane
- It was not in the conservation area
- That the application was dated 23 March and it was likely that other consultees had not yet had time to comment. On this basis, whether it would be prudent to delay a decision until neighbours' views were known

RESOLVED: to defer a decision until the meeting on 20 April

- f) PL/2026/01494** – replace three external doors at 3 St Martins, Marlborough for Mr Sahid, Aster Homes

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

- g) PL/2026/01608** – ground floor and first floor extensions to rear of an existing dwelling with minor internal alterations at Avalon, Elcot Lane, Marlborough for Mr Halls

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

463/25

WORKS TO TREES

- a) PL/2026/01515** – Walnut tree – fell at 2 Stanbrook Close, Manton for Mrs Sally Ward

RESOLVED: that Marlborough Town Council objects to this application on the grounds that the submitted documents do not include a technical statement in support of the application to fell a tree subject to a TPO and therefore do not

meet the requirements

b) **PL/2026/01765** – Silver Birch tree – fell at Graham House, New Road, Marlborough for Mr Lucas Thompson

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

464/25

LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)

Councillor Trow abstained from the following item

Highway Improvement Request (HIR) at Lower Prospect

Members considered, for the third time, a highway improvement request for a resident parking scheme at Lower Prospect. It had been returned to the Town Council by LHFIG asking them to reconsider as concerns had been raised by residents of neighbouring roads about the impact on surrounding streets and the LHFIG committee had asked for feedback about the Kennet Place scheme before proceeding. The decision tonight therefore was whether there was new information available, and whether to support its return to LHFIG for consideration. Discussion points included:

- Whether to focus on the benefit of residents of Lower Prospect, not surrounding streets
- Councillors had heard earlier in the meeting from **Val Compton** that the Kennet Place scheme had been successful – this had been a question from LHFIG
- Whether to support it and return it to LHFIG with confirmation that the Kennet Place scheme was successful
- A Highways Engineer had suggested that there may be alternatives to a resident parking scheme such as waiting restrictions, but had not submitted any feasibility plans for the Committee to consider
- Whether to recommend a scheme similar to Kennet Place, where overnight parking is residents only
- During a suspension of Standing Orders, **Simon Walters** confirmed that residents had been in communication with the Highways Engineer and suggested “residents only” parking between 5pm and 7am because the main issue was from 5pm and at night time when residents returned from work. **Mrs Compton** advised that Wiltshire Council had rejected a similar proposal for Kennet Place as it would not be possible for Parking Enforcement Officers to enforce the waiting restrictions after 8pm
- Whether to suggest waiting time restrictions in line with those at Kennet Place and defer to a Highways Engineer to suggest the most suitable time limits

RESOLVED: that Marlborough Town Council supports the request for a residents parking scheme at Lower Prospect similar to the successful scheme at Kennet Place (suggested as “residents only” between 17:00-07:00)

All remaining members of the public and Councillor Fogg left the meeting

Action Log

#89 Safe Crossing Point at Port Hill: **Councillor Shantry** would discuss this with the Cabinet Member for Highways at a meeting the following day

#324 Frees Avenue traffic speed and pedestrian safety: this had been submitted by Wiltshire Council and then withdrawn shortly before this meeting

#326 Request for residents parking at Orchard Road: this was still relevant.

RESOLVED: to write to LHFIG to confirm this request is still relevant and is supported by the Director of Sixth Form at St Johns School

#328 Dropped kerb at Kingsbury Street to allow wheelchair access to St Marys Church: a maintenance solution had been implemented but not considered successful. There was a proposed intervention in the Town Centre Vision Development Plan to improve crossing near this area: if agreed this could be submitted as a separate highways proposal. In the meantime, there was still an issue for people crossing the road at this point and therefore the HIR was still relevant.

RESOLVED: to request dropped kerbs on both sides of the carriageway at the junction of Kingsbury Street and High Street adjacent to the entrance to Patten Alley

465/25 SEALED TRAFFIC ORDER

Members noted that single yellow line parallel parking had now been replaced by echelon short stay parking adjacent to 135 High Street, Marlborough.

466/25 SPEED INDICATOR DEVICES

There were no reports available at this meeting.

467/25 TOWN CENTRE WORKING PARTY

Councillor Shantry reported on a recent site meeting in London Road with officers from Wiltshire Council to discuss the proposed rainscape scheme. The Drainage Officer had pointed out that for the 12 downpipes proposed, only 3 or 4 currently had rills across the pavement. To create these for all participating addresses would require engineering works to the pavement to create rills. The costs were not yet known and the next meeting would consider the likely costs and whether this would impact the feasibility of this project.

The working party had discussed the proposals in the Town Centre Vision Development Plan and categorised possible interventions into short, medium and long term categories, prioritising the group's top five into a proposal for all Councillors to consider (next agenda item).

468/25 MARLBOROUGH TOWN CENTRE VISION DEVELOPMENT PLAN

Members noted the Deputy Town Clerk's report and proposed interventions and considered next steps. Discussion points included:

- There were some exciting proposals in the summary report
- That Councillors would need a more detailed understanding of each proposal to be able to make decisions on whether to take them forward
- That any proposals would be subject to public consultation

RESOLVED: to call an extraordinary Planning Committee meeting to consider the Town Centre Vision Development Plan summary report

469/25 **TEMPORARY ROAD CLOSURES**

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

- TTRO11250: Bridge Street (part), Manton from its junction with A4 for a distance of approximately 200m in a south easterly direction to enable Thames Water to carry out sewer cleaning and associated works between 08:30 and 16:00 from 27 April 2026 for 2 days
- TTRO11256: Coldharbour Lane, Marlborough from its junction with North View Place to its junction with C6 to enable Gigaclear to rectify defects and reinstatements between 08:00-18:00 from 6 May 2026 for 2 days
- TTRO11253: A345 (part), Pewsey from its junction with Pewsey Wharf Car Park for a distance of approximately 100m in a northerly direction to enable Wessex Water to repair mains leak and other associated works between 19:00 and 07:00 from 7 May 2026 for 2 nights
- TTRO11279: Ryles Lane (part), Fyfield & West Overton from its junction with C38 for a distance of approximately 720m in an easterly direction to enable Openreach to excavate to complete road crossing and install 3 poles from 11 May 2026 for 3 days
- TTRO11280: A346 (part), Burbage, Savernake and Marlborough from its junction with Marlborough Road to its junction with Blenheim Road to enable Wiltshire Council to carry out carriageway resurfacing, replacement of existing road markings, adjustment of ironwork and associated works between 19:00 and 06:00 from 15 May 2026 for 5 nights
- TTRO11287: Coldharbour Lane, Marlborough from its junction with North View Place to its junction with C6 to enable Gigaclear to rectify defects and other associated works from 23 May 2026 for 3 days

The meeting closed at 8.38 pm

Signed:
Chair

Date: