

**Minutes of Council**

To approve as correct records and sign the following minutes of Council:

<b>Meeting</b>	<b>Date</b>	<b>Minute No.'s</b>	<b>Page No.'s</b>
Council	9 April 2008	23 - 39	1

**Agenda Item No. 15**

**Reports of Committees**

This is an opportunity for Members to receive and note the minutes of the following meetings and to raise questions on them. It is not an opportunity to challenge the accuracy of the minutes, as each Member body will be asked to approve them as a correct record at their next meeting.

- (a) The Chairmen of each member body listed below will present their respective minutes for the Council's information.
- (b) Each Chairman will be given a brief opportunity to make any important announcements concerning the work of their respective committees.
- (c) To receive questions from Members on points of information or clarification.

<b>Meeting</b>	<b>Date</b>	<b>Minute No.'s</b>	<b>Page No.'s</b>
<b>Cabinet</b>	2 April 2008	43 - 55	7
<b>Planning</b>	27 March 2008	34 - 39	13
	17 April 2008	40 - 46	18
<b>Scrutiny</b>	16 April 2008	38 - 49	25
<b>Warminster Area Seminar</b>	10 April 2008	1 - 18	31

## WEST WILTSHIRE DISTRICT COUNCIL

### MINUTES

Minutes of the: **Cabinet**

Held on: **Wednesday 2 April 2008**

Held at: **Council Chamber, Bradley Road, Trowbridge**

Present:

Councillors: Payne (Leader), Conley, Davis, Eaton, Fortescue, March, Mounde, Payne, Phillips OBE, and While

Also present: Cllrs Brown and J Osborn (part)

Officers: Corporate Director (IG), Corporate Director (TD), Head of Financial Services (IJ), Property and Commercial Services Manager (JF), Principal Lawyer (SS), Member Support Officer (AM)

#### **43. Apologies**

Apologies were received from Cllr Wiltshire.

#### **44. Declarations of Interest**

Personal interest – Member may be affected by loss of significant allowances

Personal interest – Member may be affected by loss of significant allowances, also Member serves on the County Council.

Cllrs Conley, Eaton, Fortescue, March, Mounde, Parks, Payne and Phillips OBE

Cllrs Davis & While

#### **45. Minutes**

The minutes of the meeting held on 5 March 2008 were approved as a correct record and signed by the Leader.

#### **46. Recommendations from Scrutiny Committee**

Cllr J Osborn presented a report asking Cabinet to consider the comments and recommendations of the Scrutiny Committee, making recommendations where appropriate to Wiltshire Constabulary and the Safer Wiltshire Executive Board.

#### **RESOLVED**

##### **Recommendations direct to Cabinet:**

- **That the Cabinet will support the creation of an on-line ‘calendar’ for all County, District, Town and Parish Councils and their respective committees and the meetings of all partnership bodies and will contribute towards its preparation.**
- **That the Cabinet endorses the desirability of bringing the boundaries of Neighbourhood Policing Teams (NPT’s), Community Areas and Council wards into synchronisation with each other.**

##### **Recommendations to Wiltshire Constabulary:**

- **It is requested that police monitor the abstraction rates, which divert NPT officers into reactive policing, and keep this Council informed. Wiltshire Constabulary’s plan to reduce abstraction by making significant changes to their business procedure is welcomed.**
- **Wiltshire Constabulary is requested to allow all partners access to the police NPT database, with appropriate safeguards. If this does not prove possible, investment in a county-wide Anti-Social Behaviour (ASB) database and co-ordinating officer, recording all ASB incidents, should be considered. This would be available to practitioners to minimise duplication and maximise the benefits of liaison and co-operation.**
- **Wiltshire Constabulary’s ongoing reviews into the effectiveness of partnership working in the NPT Tasking Groups are appreciated. In particular, the development of a suite of partnership working indicators by the police is welcomed**

##### **Recommendations to the Safer Wiltshire Executive Board:**

- **It is recommended that there should be a single, easy-to-remember telephone number/e-mail address to report all ASB, which needs to be actively promoted through a professional publicity campaign. Use of a non-police number should be considered.**
- **It is recommended that Partnership bodies should be streamlined, to reduce the burden on partners and encourage a wider range of stakeholders to become involved.**

- It is recommended that continued training in the skills of partnership working is required for those sitting on partnership groups. This would include the need to be flexible and to understand partner agencies' strengths and constraints, and the need for genuine power-sharing and transparent decision-making so that all partners feel the process is fair. Training should include an appreciation of the value of partnership working in the field of ASB, its effectiveness in preventing ASB, the role of Tasking Groups, and their need to include a wide range of stakeholders. In addition, examples of good practice should be circulated.
- Positive professional publicity about Neighbourhood Policing and what NPT Tasking Groups have achieved, is required. A regular publication listing ASB statistics for an area, and local feedback on problems raised and action taken within communities – by Tasking Groups and other bodies - would provide accountability to the public.

#### **County-wide co-ordination of CCTV**

- That the Cabinet supports the relevant partnership in improving the coordination of activity throughout the County in relation to CCTV.

#### **47. Multi Storey Car Park Refurbishment**

The Corporate Director presented his report to Cabinet. A further two reports were tabled one of which contained exempt information within the meaning of paragraphs 3 and 5 of Part 1 of Schedule 12(A) of the Local Government Act 1972.

- Update Cabinet on progress with this project.
- Consider the evaluation of the tenders for the intermediate works to be carried out and agree arrangements for the appointment of a contractor.
- Delegate authority to evaluate the consultation response to the publication of a temporary car parking order for the Bowyers site and to make the final order.

#### **RESOLVED**

#### **That Cabinet:**

- Notes the progress of the project
- Approve revised tender B following CMT recommendation and instruct officers to proceed with the works to the Multi Storey Car Park.
- Agrees the car park charges as indicated
- Delegates authority to the Corporate Director (IG) in consultation with the Portfolio Holder to evaluate the consultation responses following an order being advertised and to make the final order.

### Key decision box

<b>Statement of reason for key decision</b>	<b>The award of a contract over £100,000 is regarded as a key decision</b>
<b>Options considered and rejected</b>	<b>See options in Cabinet report 5 March 2008 and revised tender A</b>
<b>Date of implementation</b>	<b>5 days after the publication of the meeting minutes</b>

#### 48. CPO issues relating to St Stephens Place

The Corporate Director (IG) presented a verbal update to Cabinet Members on the compulsory purchase orders related to St Stephens Place.

#### **RESOLVED:**

**That Cabinet noted the verbal update.**

#### 49. Core Strategy Preferred Options

Cllr Phillips OBE presented a verbal update to Cabinet Members on the Core Strategy Preferred Options:

Under the Planning and Compulsory Purchase Act 2004 the Council is obliged to prepare a Local Development Framework (LDF) to guide spatial development in its area. The Council has embarked on the preparation of its LDF, and in December 2007 published the West Wiltshire Core Strategy – Issues and Option document for public consultation.

Although the consultation period was due to finish on 29 February 2008, a number of organisations and individuals have requested more time to enable their views to be submitted. Officers have therefore extended the consultation period and responses are still being received.

#### **Preferred Options**

In the normal course of events, the representations received would be summarised and reported to Members, and these would then be used to inform the preparation of the Preferred Options document, prior to a further round of public consultation. The responses will indeed be reported to Cabinet as soon as possible, but the next stages in the preparation of the LDF have been complicated by Local Government Reorganisation in Wiltshire.

The new Wiltshire Council will need eventually to have its own, comprehensive, LDF. It therefore makes little sense for four districts and the county council (who are responsible for minerals and waste) to produce their own separate documents, especially as they will not be able to complete the process before 1 April 2009.

The Wiltshire authorities are currently discussing the best way in which to combine their planning strategies to form one single Core Strategy. This will probably entail West Wilts, North Wilts and Kennet producing a joint Core Strategy - Preferred Options, and combining this at a later stage with Salisbury's own. The intention would be to seek to have the Preferred Options for West and North Wilts and Kennet in draft by Vesting Day.

None of the above is certain, and much remains to be agreed by the individual councils, as well as by the Front Line Services Board.

## **RESOLVED**

**That Cabinet noted the verbal update.**

### **50. Review of Melksham and Westbury Conservation Areas – Formation of PPG's**

Cllr Phillips presented a report to Cabinet to establish Policy Project Groups (PPG) for reviewing Melksham and Westbury Conservation Areas (CA) as part of the on-going work for the District's Historic Environment Strategy.

## **RESOLVED**

**That Cabinet :**

- **Sets up two PPGs, one for the review of Melksham conservation area and one for Westbury conservation area.**
- **Agree to the stated objectives and timetable of these PPG's.**
- **Delegates authority to the Leader to appoint the Membership of these PPG's**

### **51. Introduction of Differential Charges for Penalty Charge Notices under the Traffic Management Act 2004.**

Cllr Conley presented a report to Cabinet to inform Members of the changes to legislation used to issue and enforce Penalty Charge Notices and to seek agreement to use the Band 2 level (£70 and £50) as the level for Penalty Charge Notices (PCN) charges for the off-street car parks in West Wiltshire.

## **RESOLVED**

**That Cabinet:**

- **Adopt Band 2 for all Penalty Charge Notices as set out in option 2.**
- **Authorise the Property and Commercial Services Manager to take any necessary steps to amend the Off-Street Parking Places Orders to**

**comply with the Traffic Management Act 2004 and to give effect to the revised PCN levels.**

**52. Financial Monitoring 2007-08**

Cllr While updated Members on the Council's financial position for the period ending 29 February 2008.

**RESOLVED**

**That Cabinet notes the current financial position and likely out-turn.**

**53. Update on Local Government Reorganisation**

Cllrs Phillips and Eaton updated Members on the Local Government Reorganisation. This included:

- Staff have been leaving the Council at an average of 4.3 per month. Interviews for posts in Development Control are scheduled for Friday 4 April 2008
- The Implementation Executive had their first formal meeting on 19 March 2008
- At present the appointment of the new Chief Executive to Wiltshire Council is likely to be made at the latest opportunity in 2010
- District Councils will continue to have responsibility for their budgets during the transition process

**54. Cabinet Forward Workplan**

The latest version of the Cabinet Forward Work Plan for the period March – July 2008 was presented.

**RESOLVED:**

**That the Cabinet Forward Work Plan be approved.**

**55. Date of Next Meeting**

The next meeting of Cabinet is scheduled for Wednesday 7 May 2008 at 7.00pm in the Council Chamber, at the Council Offices, Bradley Road, Trowbridge.  
(7.00 – 8.30pm)

These minutes were prepared by Andrew Mitchell, Member Support Officer, who can be contacted on Tel:01225 776655

Signed.....Date.....

# WEST WILTSHIRE DISTRICT COUNCIL

## MINUTES

Minutes of the: **PLANNING COMMITTEE**

Held on: **THURSDAY 27 MARCH 2008**

Held in: **THE COUNCIL CHAMBER, COUNCIL OFFICES,  
BRADLEY ROAD, TROWBRIDGE**

Councillors: Cllrs Clark (Chairman), Binding, Bolwell, Burden, Carbin, Denison-Pender, Fuller, Griffiths, King, March, Newbury (part), J.Osborn, Parks, Phillips OBE and Repton.

Also Present

Officers: Development Control Service Manager (DH), Principal Planning Officer (MK), Planning Officer (MP) and Democratic Support Officer (KF).

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### 34. APOLOGIES & CHANGES TO THE MEMBERSHIP OF THE COMMITTEE

Apologies for absence were received from Cllrs Martindale & Mounde, Cllr J.Osborn substituted for Cllr Martindale.

### 35. DECLARATIONS OF INTEREST

<b>Application Item</b>	<b>Cllr / Officer</b>	<b>Reason</b>
08/00214/FUL Wyngate, Huntingdon Street, Bradford on Avon	Cllr Bolwell	Personal/prejudicial interest, the application was for his own property.



08/00222/FUL 145 Chantry Gardens, Southwick	Cllr Phillips OBE	Personal interest – Southwick Parish Councillor.
08/00214/FUL Wyngate, Huntingdon Street, Bradford on Avon	Cllr Repton	Personal interest – knows applicant and lives in Bradford on Avon.

### **36. MINUTES**

The minutes of the meetings held on 6 March 2008 were approved and signed as a correct record by the Chairman, however it was noted that Cllr King had left the meeting during the Officer presentation of 07/03690/FUL Land East of 6 Lower Marsh Road, Warminster and returned during the officer presentation of the subsequent application.

### **37. ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman introduced Michael Kilmister (Principal Planning Officer) and Matthew Perks (Planning Officer) to the Committee.

The Chairman advised the Committee that an interim report has been published from the Pitt Review which concluded that PPS 25 should be rigorously applied by LPAs, including ensuring that developers make a full contribution to the costs of building and maintaining any necessary defects.

The Chairman then introduced Cllr Phillips OBE who updated the Committee on relevant matters relating to Spatial Planning and Development Control from the 19 March Implementation Executive meeting that he and Cllr Eaton had attended, Cllr Phillips OBE asked Committee members to feed back any comments that they might have to either him or Cllr Rod Eaton before the next Implementation Executive meeting.

### **38. OPEN FORUM**

For all other open forum presentations in respect of planning applications please refer to minute number 39.

### **39. PLANNING APPLICATIONS**

Open Forum speakers:

**Application No. 1**  
**07/03457/FUL**  
**Fairlawns, 398 The Spa, Bowerhill, Melksham**

Mr Gerald Spencer

**Application No. 2**  
**08/00105/FUL**  
**Cherry Croft, Upton Scudamore**

Mr James Brewster  
Cllr Linda Conley  
Mr Allan Howles

**Application No. 3**  
**08/0228/FUL**  
**Land adjoining Cherry Croft, Upton**  
**Scudamore**

Mr James Brewster  
Cllr Linda Conley  
Mr Allan Howles

**Application No. 6**  
**08/00222/FUL**  
**145 Chantry Gardens, Southwick**

Mr Glenville Thomas  
Ms Charlotte Watkins

**Application No. 7**  
**08/0432/FUL**  
**2 Adcroft Cottages, British Row, Trowbridge**

Mr Brent Hodges

**Application No. 9**  
**08/0124/FUL**  
**5 Marston Road, Trowbridge**

Mr Rey Inwood  
Ms Jane Cheasley

**Application No. 1 – 07/03457/FUL - Fairlawns 398 The Spa Bowerhill Wiltshire**  
Defer – to clarify planning policy and urban design issues / comments

**Application No. 2 – 08/0105/FUL - Cherry Croft Upton Scudamore Wiltshire**  
**BA12 0AQ**  
Defer for site inspection at 5.30pm on 17<sup>th</sup> April

**Application No. 3 – 08/00228/FUL - Land Adjoining Cherry Croft Upton**  
**Scudamore Wiltshire**  
Defer for site inspection at 5.30pm on 17<sup>th</sup> April  
Also discuss with highways re clarification of their earlier comments

**Application No. 4 – 07/03695/FUL - Land To The Rear Of 49 And 51 Sandridge**  
**Road Melksham Wiltshire**  
Permission as per recommendation

**Application No. 5 – 08/0280/FUL - Land Adjoining 357 Snarlton Lane Melksham**  
**Wiltshire**  
Permission as per recommendation

**Application No. 6 – 08/00222/FUL - 145 Chantry Gardens Southwick Wiltshire BA14 9QP**

Defer

1. To give Southwick PC time to meet to consider the Amended plans
2. to clarify and discuss affordable housing issues as follows
  - Housing need for small units whether as market housing or social landlord rented housing in view of other proposals at Southwick – i.e. Mowlems yard, Wynsome Street, Westlea HA proposal and Wiltshire Rural HS proposal
  - The position with viability and clawback at the site
3. Further discussion with Highway Authority re traffic congestion at junction giving number of houses, shops etc at Chantry Gardens and opposite Farmhouse pub and reversing manoeuvres in or out of site so close to junction with A361

**Application No. 7 – 08/00432/FUL - 2 Adcroft Cottages British Row Trowbridge Wiltshire**

Permission with amendments to conditions as follows

- Condition one – change 5 years to 3 years
- Condition two – reword as follows  
The development hereby permitted shall not be brought into use until the access gradient is formed to be no greater than 1 in 8

**Application No. 8 – 08/00214/FUL - Wyngate Huntingdon Street Bradford On Avon Wiltshire**

Permission as per recommendation

**Application No. 9 – 08/00124/FUL - 5 Marston Road Trowbridge Wiltshire BA14 0LR**

Permission as per recommendation

**Member Attendance**

Cllr Bolwell left the meeting at the start of the officer presentation of 08/00214/FUL Wyngate, Huntingdon Street, Bradford on Avon and returned at the start of the Officer presentation of 08/00124/FUL 5 Marston Road, Trowbridge.

Cllr Burden left the meeting at the start of the officer presentation of 08/00432/FUL 2 Adcroft Cottages, British Row, Trowbridge and returned during the debate on the same.

Cllr Phillips OBE left the meeting at the start of the officer presentation of 08/00432/FUL 2 Adcroft Cottages, British Row, Trowbridge and returned during the debate on the same.

## **DATE OF NEXT MEETING**

The next meeting of the Planning Committee will be held on **Thursday 17 April 2008** at **7.00pm** in the Council Chamber at the Council Offices, Bradley Road, Trowbridge.

(19.00 – 20:58)

These minutes were prepared by Kevin Fielding, Democratic Support Officer who can be contacted on 01225 776655 ext 115 or by e-mail [kfielding@westwiltshire.gov.uk](mailto:kfielding@westwiltshire.gov.uk)

## WEST WILTSHIRE DISTRICT COUNCIL

### MINUTES

Minutes of the: **PLANNING COMMITTEE**

Held on: **THURSDAY 17 APRIL 2008**

Held in: **THE COUNCIL CHAMBER, COUNCIL OFFICES,  
BRADLEY ROAD, TROWBRIDGE**

Councillors: Cllrs Clark (Chairman), Alford, Binding, Burden, Carbin, Denison-Pender, Fortescue, Fuller, Griffiths, James, King, March, Martindale, H.Osborn, Parks and Phillips OBE.

Also Present Cllrs Conley, J.Osborn and While.

Officers: Development Control Service Manager (DH), Principal Planning Officer (RM), Principal Planning Officer (MK), Planning Officer (MP), Principle Lawyer (SS) and Democratic Support Officer (KF).

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#### 40. APOLOGIES & CHANGES TO THE MEMBERSHIP OF THE COMMITTEE

Apologies for absence were received from Cllrs Mounde and Repton, Cllr H.Osborn substituted for Cllr Repton.

#### 41. DECLARATIONS OF INTEREST

<b>Application Item</b>	<b>Cllr / Officer</b>	<b>Reason</b>
08/00508/FUL Land adjoining 3 Ashton Rise, Hilperton	Cllr Clark	Chaired the meeting of Hilperton Parish Council when this application was discussed, will consider the application with an open mind.

Any items discussed at Trowbridge Town Council planning Committee	Cllrs Fuller and James	Personal interests, Trowbridge Town Council Planning Committee Members.
08/00331/FUL Land adjoining 11 Dowding Way, Bowerhill, Melksham	Cllr King	Prejudicial Interest will leave the Chamber.
08/00418/FUL Garages rear of 40 to 43 Lambrok Close, Trowbridge	Cllr King	Prejudicial Interest will leave the Chamber.
08/00222/FUL 145 Chantry Gardens, Southwick	Cllr Phillips OBE	Personal interest – Southwick Parish Councillor.
08/00529/FUL Land adjoining 57 Chantry Gardens, Southwick	Cllr Phillips OBE	Personal interest – Southwick Parish Councillor.

#### **42. MINUTES**

The minutes of the meetings held on 27 March 2008 were approved and signed as a correct record by the Chairman.

#### **43. ANNOUNCEMENTS FROM THE CHAIRMAN**

The Chairman advised the Committee that the running order of the planning applications for determination would be changed with application 07/01911/OUT Former Bottling Plant, Ushers Brewery, Conigre, Trowbridge being discussed first.

#### **44. OPEN FORUM**

For all other open forum presentations in respect of planning applications please refer to minute number 45.

## 45. PLANNING APPLICATIONS

Open Forum speakers:

<b>Application No. 1</b> <b>08/00105/FUL</b> <b>Cherry Croft, Upton Scudamore</b>	Mr Alan Merrills Mrs Sue Brewster Cllr Linda Conley Mr Kevin Smith
<b>Application No. 2</b> <b>08/0228/FUL</b> <b>Land adjoining Cherry Croft, Upton Scudamore</b>	Mr Alan Merrills Mrs Sue Brewster Cllr Linda Conley Mr Kevin Smith
<b>Application No. 3</b> <b>08/00222/FUL</b> <b>145 Chantry Gardens, Southwick</b>	Mrs Myra Thomas Mr Roger Boor
<b>Application No. 7</b> <b>08/0361/FUL</b> <b>19 Silver Street, Trowbridge</b>	Mr Brent Hodges
<b>Application No. 9</b> <b>08/00075/FUL</b> <b>1 Swift Way, Bowerhill, Melksham</b>	Mr Sam Gompels Cllr Roy While
<b>Application No. 10</b> <b>08/0331/FUL</b> <b>Land adjoining 11 Dowding Way, Bowerhill, Melksham</b>	Mr Steve Day Mr David Bellinger Cllr Roy While
<b>Application No. 12</b> <b>08/00210/FUL</b> <b>21 Fitzmaurice Place, Bradford on Avon</b>	Mrs Beatrice Allen
<b>Application No. 13</b> <b>08/00508/FUL</b> <b>Land adjoining 3 Ashton Rise, Hilperton</b>	Mrs Gwendoline Gibbs Mr Ian Thomas
<b>Application No. 14</b> <b>07/03938/FUL</b> <b>Land North East of Hercules Way, Bowerhill, Melksham</b>	Mr Cedric Grosjean
<b>Application No. 15</b> <b>08/00418/FUL</b> <b>Garages rear of 40 to 43 Lambrok Close, Trowbridge</b>	Mrs Mary Goulding Mr Edward Knight Mrs June Jefferies Mr David Wilcox Cllr Rollie Ceere

**Application No. 15**  
**08/00418/FUL**  
**Garages rear of 40 to 43 Lambrok Close,**  
**Trowbridge**

MR Paul Walsh

**Application No. 1 – 08/0105/FUL - Cherry Croft Upton Scudamore Wiltshire**  
**BA12 0AQ**

Permission as recommendation BUT add one condition as follows:-

The rooflights on the north-east elevation shall be glazed with obscure glass and shall be maintained as such in perpetuity.

REASON: In order to protect the amenity of neighbours.

POLICY: West Wiltshire District Plan – 1<sup>st</sup> Alteration 2004 Policy C38.

**Application No. 2 – 08/00228/FUL - Land Adjoining Cherry Croft Upton**  
**Scudamore Wiltshire**

REFUSAL for the following 2 reasons:-

1. The proposed dwelling by reason of its height, mass, form and configuration would result in a cramped and overly prominent development that would be visible on the skyline and would fail to respect the existing grain of development and distinctive spatial form and characteristics of the area contrary to Policies C31a and H17 of the West Wiltshire District Plan – 1<sup>st</sup> Alteration 2004.
2. Any increased use made of the existing sub-standard access (due to its sub-standard visibility to the east) generated by the proposed development would be prejudicial to highway safety contrary to Policy H17 of the West Wiltshire District Plan – 1<sup>st</sup> Alteration 2004.

**Application No. 3 – 08/00222/FUL - 145 Chantry Gardens Southwick Wiltshire**

REFUSAL for the following reason:-

1. The proposal would result in an increase in the volume of traffic using an already busy entrance to the existing residential cul de sac, which together with additional on-street parking in an already congested area would give rise to additional traffic congestion close to its junction with Frome Road. This would be prejudicial to highway safety and result in inconvenience and loss of residential amenity contrary to Policies C38 and H16 of the West Wiltshire District Plan – 1<sup>st</sup> Alteration 2004.

**Application No.4– 08/00582/FUL – The Old Forge 68 Kingston Deverill Wiltshire**

Permission as recommendation.



**Application No. 5 – 08/00529/FUL – Land adjoining 57 Chantry Gardens  
Southwick Wiltshire**

Permission as recommendation.

**Application No. 6 – 07/01911/OUT – Former Bottling Plant Ushers Brewery  
Trowbridge Wiltshire**

Deferred pending receipt of legal advice.

Cllrs Carbin, James and Phillips OBE requested that their vote against the decision be noted.

**Application No. 7 – 07/03671/FUL – 19 Silver Street Trowbridge Wiltshire**

Refusal as recommendation.

**Application No. 8– 07/03672/LBC – 19 Silver Street Trowbridge Wiltshire**

Refusal as recommendation.

The Committee requested that Officers issue a Stop Notice and consider what further action such as enforcement or legal action could be taken to retrieve the situation.

**Application No. 9– 08/00075/FUL – Gompels Healthcare Ltd 1 Swift Way Bowerhill  
Melksham Wiltshire**

Permission as recommendation.

**Application No. 10 – 08/00331/FUL – Land adjoining 11 Dowding Way Bowerhill  
Melksham Wiltshire**

Deferred to enable officers to ascertain whether the certificates accompanying the application have been correctly completed.

**Application No. 11 – 08/00244/LBC – Land rear of 34 Hilperton Road Trowbridge  
Wiltshire**

Consent as recommendation.

**Application No. 12 – 08/00210/FUL – 21 Fitzmaurice Place Bradford on Avon  
Wiltshire**

Permission as recommendation.

**Application No. 13 – 08/00508/FUL – Land adjoining 3 Ashton Rise Hilperton  
Wiltshire**

Deferred for a site visit to take place at 5pm on Thursday 8 May followed by a site visit at the Black Swan site at 5.30pm.

**Application No.14 – 07/03938/FUL – Land North East of Hercules Way Bowerhill  
Melksham Wiltshire**

Permission as recommendation.

**Application No. 15 – 08/00418/FUL – Garages rear of 40 to 43 Lambrok Close  
Trowbridge Wiltshire**

REFUSAL for the following 2 reasons:-

1. The application proposal would by reason of the siting of the proposed dwellings in relation to existing surrounding residential development, give rise to an unacceptable loss of amenity to surrounding residential occupiers contrary to Policy C38 of the West Wiltshire District Plan First Alteration 2004.
2. The application proposal would give rise to an unacceptable loss of garages at the site which would have a detrimental impact on the amenity enjoyed by neighbouring residents contrary to Policy C38 of the West Wiltshire District Plan First Alteration 2004.

**Application No. 16 – 07/03679/FUL – 59 Newtown Bradford on Avon Wiltshire**

Consent as recommendation provided that following referral to Secretary of State it is remitted back to the Council for decision BUT with changes to the wording of the following conditions:-

3, 4, 6, 7 & 8 - after 'and approved' these should state 'in writing'.

**Member Attendance**

Cllr Alford left the meeting at the start of the officer presentation of 08/00418/FUL Garages rear of 40 to 43 Lambrok Close, Trowbridge and did not return.

Cllr Denison-Pender left the meeting at the start of the officer presentation of 08/00244/LBC Land rear of 34 Hilperton Road, Trowbridge and returned during the officer presentation of the same.

Cllr Denison-Pender left the meeting at the start of the officer presentation of 08/00529/FUL Land adjoining 57 Chantry Gardens, Southwick and returned during the officer presentation of 07/03671/FUL 19 Silver Street, Trowbridge.

Cllr James left the meeting at the start of the officer presentation of 08/00222/FUL 145 Chantry Gardens, Southwick and returned during the debate of the same.

Cllr James left the meeting at the start of the officer presentation of 08/00075/FUL Gompels Healthcare Ltd, 1 Swift Way, Bowerhill, Melksham and returned during the open forum of the same.

Cllr James left the meeting at the start of the officer presentation of 07/03679/LBC 59 New Town, Bradford on Avon and returned during the officer presentation of the same.

Cllr King left the meeting at the start of the officer presentation of 08/00222/FUL 145 Chantry Gardens, Southwick and returned during the officer presentation of the same.

Cllr King left the meeting at the start of the officer presentation of 08/00075/FUL Gompels Healthcare Ltd, 1 Swift Way, Bowerhill, Melksham and did not return.

Cllr Martindale left the meeting at the start of the officer presentation of 08/00582/FUL The Old Forge, 68 Kingston Deverill and returned during the debate on the same.

Cllr Parks left the meeting at the start of the officer presentation of 08/00529/FUL Land adjoining 57 Chantry Gardens, Southwick and returned during the officer presentation of 07/03671/FUL 19 Silver Street, Trowbridge.

Cllr Parks left the meeting at the start of the officer presentation of 08/00244/LBC Land rear of 34 Hilperton Road, Trowbridge and returned during the officer presentation of the same.

Cllr H.Osborn left the meeting at the start of the officer presentation of 08/00222/FUL 145 Chantry Gardens, Southwick and returned during the debate of the same.

### **Site Visits**

It was agreed that site visits would take place at 5pm on Thursday 8 May to view the land adjoining 3 Ashton Rise Hilperton followed by a site visit to the Black Swan site, Adcroft Street, Trowbridge at 5.30pm.

### **46. DATE OF NEXT MEETING**

The next meeting of the Planning Committee will be held on **Thursday 8 May 2008** at **7.00pm** in the Council Chamber at the Council Offices, Bradley Road, Trowbridge.

(19.00 – 23.30)

These minutes were prepared by Kevin Fielding, Democratic Support Officer who can be contacted on 01225 776655 ext 115 or by e-mail [kfielding@westwiltshire.gov.uk](mailto:kfielding@westwiltshire.gov.uk)

# West Wiltshire District Council

## Minutes

- Minutes of the:** Scrutiny Committee
- Held on:** Wednesday 16 April 2008
- Held at:** Council Offices, Bradley Road, Trowbridge
- Present:**
- Councillors:** Burden, Fuller, Hedley, Humphries, Jenkins, Mudge, J. Osborn (Chairman), Parks, Ridout, Walker
- Also in attendance:** Cllrs Carbin, Clark, Conley, H. Osborn, Phillips OBE, Repton
- Officers:** Policy Officer (DJ), Performance and Scrutiny Officer (ML), Grounds & Cleansing Manager (GB), Parking Project Manager (RS), Planning Policy & Conservation Services Manager (JS), Property & Estate Services Manager (JF), Member Support Officer (SS)

### **38. Apologies and Membership of the Committee**

Apologies were received from Cllrs Blakemore, Carr, and Chivers.

Cllr H. Osborn substituted for Cllr Blakemore.

### **39. Declarations of Interest**

There were no declarations of interest.

### **40. Announcements from the Chairman**

New diary pages for 2008/09 are now being printed.

A CD containing an updated Staff Directory has been ruled out, but Members will be sent via email with the directory as an attachment every two months (with paper copies also available).

Attention was drawn to Members' Information Sheet (Issue 659) and the report on the Joint Overview and Scrutiny Transition Board contained therein.

The proposed closure of The Obelisk Post Office in Warminster is to be reviewed and delayed for three months after intervention by Postwatch. The

Chairman has volunteered to be on a Wiltshire County Council panel to look at the case for WCC support for Post Offices which would otherwise be closed.

British Telecom has published a list of pay phones scheduled for removal. The Chairman invited Members who could make a case for retaining any threatened pay phones in their areas to bring these to the attention of the next meeting.

Attention was drawn to plans to re-launch the 0845 police number, and making Neighbourhood Police Teams more readily contactable by the public.

There will be a report on the work of the Partnership Working Task & Finish Group for the September meeting of this Committee.

#### **41. Minutes**

The minutes of the meeting of 19 March 2008 were approved as a correct record and signed by the Chairman.

#### **42. Update on issues and challenges – Planning Policy & Conservation**

The Planning Policy & Conservation Services Manager introduced his written report, and drew Members particular attention to three areas:

- the public examination into the Leisure and Recreation Development Plan;
- the public consultation exercise into the new Local Development Framework;
- and the transition to a unified core strategy across Wiltshire.

There had been two vacancies in the department, but these have both now been filled.

Cllr Phillips OBE, (Planning Portfolio Holder) reported on the preparations that the Interim Executive for the unitary authority are making with regards to development control and planning, and possible difficulties which may occur.

The Planning Policy & Conservation Services Manager answered a number of questions from Members, and made a number of points including the following:

- The conservation area appraisal for Bradford-on-Avon has been completed and he is confident that targets will be met for the other main towns;
- Development control and planning officers are working well together;
- Representations received from the public on the Local Development Framework are being processed, and a resume of points made will be circulated to Members to ask for their guidance.

The ending of the circulation of neighbour notices for planning applications was raised. Cllr Phillips OBE said that he was annoyed that neither he nor Cllr Ernie Clark (Chairman of the Planning Committee) were consulted. The public response to the ending of neighbour notices has been negative, with reports that site notices soon disappear. The feeling of the meeting was that neighbour notices should be reinstated.

It was agreed that the following recommendation would be put to Cabinet:

**That the Scrutiny Committee recognises the unusual pressure that the Planning Policy and Conservation Service is under. It recommends that Cabinet gives its full support in terms of resources, to ensure that sufficient and suitable staff are recruited and retained to enable the service to fulfil its vital role.**

**It wishes the relationship between the Service and Development Control to be reviewed and improved.**

**Concern was expressed as to the loss of neighbour notification of planning applications and it wishes to recommend reversion to the previous policy.**

#### **43. Scrutiny Committee Annual Report**

The Chairman introduced the proposed annual report of the Committee for the full Council, with the addition of an item on the removal of BT pay phones to be added to the 21 May 2008 forward work plan.

**Resolved:**

**The Scrutiny Committee endorsed the annual report for 2007/08 and approved the annual work programme for 2008/09, to be submitted to full Council.**

#### **44. Review of policy on complaints about graffiti on private property.**

Cllr Conley (Environment Portfolio Holder) introduced the Grounds & Cleansing Manager to the meeting, who then introduced his written report.

Members' attention was drawn to the fact that it is the duty of the owners of private property to remove graffiti from their premises; that graffiti is a criminal offence, and that affected property owners should report this to the police. However, it is not the duty of the District Council to remove graffiti from private property.

A standard letter is being drafted to be sent to owners of private property affected by graffiti advising them that it is their responsibility to remove it.

It was agreed that the following recommendation would be put to Cabinet:

**That in the three-month trial of sending letters to owners of property affected by graffiti, it should be emphasised that graffiti is a criminal offence that should be reported to the police, and that it is the duty of affected property owners to remove it themselves.**

**That officers should ascertain what are the Council's powers under the Town & Country Planning Act to enforce the removal by owners of graffiti from their property.**

**That officers should investigate ways of channelling graffiti 'artists' efforts elsewhere.**

#### **45. Civil Parking Enforcement**

Cllr Conley introduced the Property & Estate Services Manager and also welcomed the new Parking Project Manager to the Council.

The officers reported on the plans for implementation of CPE, and how they had benefited from the experience of other local authorities in this regard. Arrangements are in place for the introduction of CPE in West Wiltshire from 16 June 2008.

Members raised a number of questions to which the officers responded:

- There are no plans to introduce parking meters, clamping, or towing-away;
- Residents' parking schemes may be considered once any changes in parking behaviour are perceived after CPE is introduced;
- Penalty charges will be £50 for less serious breaches, £70 for more serious breaches;
- CCTV will not be used for CPE penalties;
- Penalty notices will be fixed on the screen of vehicles, not sent through the post as first notification;
- Hitherto the police have not always enforced parking restrictions – CPE will not introduce new restrictions, but will be a method of enforcing existing restrictions, i.e. yellow lines;
- 'Blue Badge'/disability passes will be respected by enforcement officers, and attention will be paid to loading/unloading restrictions;
- The monitoring of CPE will be a matter for Wiltshire County Council;
- Any appeals against CPE notices will go to the Traffic Penalty Tribunal – an independent body - not to this Council.

The following was agreed:

**That the Scrutiny Committee welcomes the report;  
encourages members to bring any particular local concerns to the attention of relevant officers;  
and asks for an update of CPE after six months of operation.**

#### **46. County health scrutiny update**

Cllr Mudge gave a verbal reported on a number of health issues affecting the District, including the following:

- Wiltshire Primary Care Trust will end the 2007/08 financial year with balanced books;
- The PCT have expressed concerns about the service delivered by the Great Western Ambulance Trust, and is expecting an improved performance;
- 'Primary Care Centres' have been approved for Trowbridge, Warminster, and Westbury, however, there is no standard pattern for the services which should be provided by these centres;
- Concern has been expressed about the closure of the minor injuries unit at Melksham and the lack of nearby alternative provision;
- Concern has also been expressed by the delays in transferring patients from acute hospital care to convalescent care (so-called 'bed-blockers') and the cost of this to the PCT;
- There is an issue with the confinement of people who have learning difficulties and/or mental health issues in police cells, until suitable health service or other accommodation can be found.

#### **47. Joint Overview and Scrutiny Transition update**

Cllr Humphries introduced the paper updating the Committee on the work of the Joint Overview & Scrutiny Transition Board which had first met on 28 March 2008. A paper has been prepared on the proposed political and management structure of the unitary authority, which can be viewed on the 'Towards One Council' section of the WCC website at <http://www.wiltshire.gov.uk/council/local-government-white-paper.htm>.

Members raised a number of issues including recycling and waste management, and the potential workload of members of the unitary authority.

Of particular concern was the provision of development control and planning services in the unitary authority, with the likely options being as follows:

- A single regulatory committee for the whole authority;
- Separation of the authority into four districts for these purposes;
- The creation of six population-based area committees;
- The devolution of these functions to the local Community Boards.

#### **48. Cabinet Forward Work Plan**

This was noted.

#### **49. Date of next meeting**

The next ordinary meeting of the Scrutiny Committee would be held on Wednesday **21 May 2008** in the Council Chamber at the Council Offices, Bradley Road, Trowbridge at **7pm**.



(7.00pm – 8.55pm)

These minutes were prepared by Sean Semple, Member Support Officer  
who can be contacted on 01225 776655 ext 204.

## WEST WILTSHIRE DISTRICT COUNCIL

Minutes of the: **Warminster Area Seminar**

Held on: **10 April 2008**

Held in: **Dewey House,  
Warminster**

Present:

West Wiltshire District Council Representatives: Cllrs Burden, Davis, Humphries (Chairman), March, Mounde, Newbury, Parks, and Ridout.

County Council Representatives: Cllr Fleur de Rhe-Philipe

Warminster Town Council Representative

Parish Council Representatives: Horningsham – Cllr Frances Chris  
Longbridge Deverill – Cllr Bill Hurd  
Sutton Veny – Cllr Val King  
Upper Deverills – Cllr Marion Wheeler

Parish Cluster Representative

Warminster & Villages Community Partnership: Digby Barker

Also in attendance: PC Philip Bridge, Wiltshire Police  
Peter Dunford, Senior Development Consultant,  
Wiltshire County Council

Officers: Jacky Nicholas - Community Development Officer and  
Sean Semple – Member Support Officer

### 1. Apologies

Apologies for absence had been received from Cllr Paul Batchelor (WCC).

### 2. Declarations of Interest

There were none.

### 3. Minutes

The minutes of the meeting held on 1 November 2007 were agreed as a correct record and signed by the Chairman.

#### **4. Announcements from the Chairman**

The Chairman drew members' attention to the new Warminster Town Council newsletter *Engage*.

The Chairman informed the meeting that reports etc from the Implementation Executive for the Wiltshire unitary authority can be found on the Wiltshire County Council website at <http://www.wiltshire.gov.uk/council/local-government-white-paper.htm>

#### **5. Outcome of items referred to Cabinet**

There were none.

#### **6. Updates on actions from the last Warminster Area Seminar**

A working group of Warminster Town Council under the chairmanship of Cllr Bill Parks, and assisted by consultants funded by the Five Towns Initiative, is preparing a town plan. The working group will next meet on 24 April 2008.

#### **7. Representatives on Outside Bodies**

Sustain the Plain:

Cllr Burden reported that Sustain the Plain is bidding for a grant from the European Social Fund, and has been working on bringing local communities closer to the garrisons, and has been addressing issues such as employment opportunities in rural areas, the provision of health, social services, sports facilities, and services for the elderly.

An open evening will be held on 1 May.

Warminster CCTV Partnership:

Cllr Parks reported that CCTV, which is managed through the Town Council, has according to the partnership's annual report, made the public feel safer.

#### **8. Member Representative reports on Warminster & Villages Community Partnerships & Theme Groups**

Economy, including tourism and employment:

Cllr Mounde reported that this has been a very successful group. The database of local businesses has been commended, and leaflets have been made available on local products.

The next meeting will be held at 6pm on 12 May 2008, at the Athenaeum Centre, when David Stratton OBE (West Wiltshire Economic Partnership) will give a talk on diversification in agriculture.

Environment, including leisure, recreation, heritage and the arts:

Cllr Davis reported that this group had yet to meet.

Transport, access and traffic:

Cllr Parks reported that a sub-group has been set up under this theme to look at issues related to Warminster Community Transport and will be meeting at Dewey House at 6pm on 15 April 2008. Invitations to this meeting have been sent to parish councils, interested organisations such as MENCAP, and to doctors' surgeries. A grant has been received to assist in this work from Sustain the Plain.

Crime and community:

Digby Barker (Warminster & Villages Community Partnership) reported that there is now a website section on life-long learning in Warminster at

<http://www.communigate.co.uk/wilts/l4w/>.

The theme group has also been working with neighbourhood police teams to help them develop good relations with the local community.

Health:

Cllr Burden reported that this group had yet to meet.

Cllr March reported that a support group for Warminster Hospital had been formed to discuss health provision in the area, looking at issues such as the closure of the minor injuries unit.

## **9. Matters that Warminster & Villages Community Partnership wish to raise**

Digby Barker reported that countryside and land-based issues were a priority for the Partnership, and that a group was to be formed to address these.

A Sport for Warminster initiative had been begun to bring together people to discuss facilities currently available and to bid for funding for new facilities.

The Partnership is also contributing to the Warminster town plan working group.

Reports of the Partnership's work are published on their website and also given to the local press.

The Community Development Officer informed the meeting that parishes are encouraged by the District and County Councils to develop their own local plans, which in turn are fed into the Community Area plans. This process has proved beneficial elsewhere.

## **10. Small Grants Awarded**

The Community Development Officer reported that £1,800 was available and awarded in the 2007/08 financial year. The details are set out below:

Organisation/Group Applying	Brief Description of Application	Amount of Application	Amount Granted
Friends of Warminster Park	Consultation process to develop and support park facilities	£250.00	£250.00

Warminster & Westbury Transport Group	Establishment of a transport hub	£300.00	£300.00
Wessex MS Therapy Centre	New literature, including leaflets on services available	£500.00	£300.00
Warminster Rugby Club	Repairs to changing rooms and showers	£1,500.00	£450.00
The Athenaeum Centre Trust	Installation of programmable digital thermostat	£500.00	£500.00
		<b>£ 3,050.00</b>	<b>£ 1,800.00</b>

Local groups are encouraged to apply for funding and should contact Leslie Rocker of the Community Area Partnership on 01985 212835.

A circular will be sent to all community groups, including those in the villages, to enable them to apply in time for funds from the District Council. Information will also be provide on other sources of funding.

### **11. Community Development Officer's update**

The Community Development Officer updated Members on the work that she had been undertaking, she outlined her main role which is to support WWDC Members in their community leadership role. Members were informed that she would be happy to meet with any Member to discuss this.

### **12. Neighbourhood Policing Teams update – town and rural**

PC Philip Bridge reported on the work of the Neighbourhood Tasking Groups, which has included high visibility patrols at school-run times in villages (where there have been problems with speeding), and tackling roadside littering.

Neighbourhood Tasking Groups deal with a variety of issues, not just 'policing' matters, and all are welcome to the meetings. Invitations will be sent directly to community groups for the next meeting which will be held at Dewey House at 7pm on 28 May 2008.

Details of police priorities and contacts for each area can be found at [http://www.wiltshire.police.uk/npt/map\\_wwillts.asp](http://www.wiltshire.police.uk/npt/map_wwillts.asp)

Neighbourhood Policing Teams and their Community Beat Managers cover the following villages/locations in the Warminster area:

Rural East Villages (PC Martin Faulkner) –  
Bishopstrow, Norton Bavant, Heytesbury, Knook, Corton, Upton Lovell, Boyton, Codford, Sherrington, Stockton, Bapton, and Chitterne.

Rural South Villages (PC Philip Bridge) –  
Crockerton, Tytherington, Sutton Veny, Sutton Parva, Longbridge Deverill, Hill Deverill, Brixton Deverill, Monkton Deverill, Kingston Deverill, Shearwater Lake, and Longbridge Deverill Trading Estate.

Rural West Villages (PC Victoria Pegram) -  
Chapmanslade, Upton Scudamore, Corsley, Corsley Heath, Dertford, Whitbourne Moor, Temple, Long Hedge, Whitbourne Springs, Newbury, Hitcombe Bottom, Horningsham, Longleat Safari Park, and Centre Parcs.

The Community Beat Manager for Warminster Town is PC Mark Rawstron.

The Chairman thanked PC Bridge for his report.

### **13. Friends of Warminster Park update**

Cllr Ridout reported that it is hoped that the paddling pool will be completed in May.

Further plans include clearing the lake of rubbish etc; the possibility of opening a café at the tennis pavilion; creating nature walks, jogging paths, and graffiti walls.

### **14. Transition to new governance arrangements in the Warminster Area**

Peter Dunford (Senior Development Consultant, Wiltshire County Council), gave a report on the proposed governance arrangements for the Warminster Community Area with the establishment of a Wiltshire unitary authority in 2009. He explained the relationship between the Community Area Partnership and the Community Board, their roles in the budget and service planning processes, and the resources and support which would be made available to them.

Jacky explained that Parish and Town Councils have been sent a letter from Richard Munro, WCC Manager of the delegation to Town and Parish Councils project. To enable all Parish and Towns in West Wiltshire to have an opportunity to ask questions on delegation a Parish Forum meeting is to be held at 7pm on 29 May 2008 at the District Council Offices, Bradley Road, Trowbridge. Invitations will follow shortly.

Peter answered a number of questions on a number of issues including funding for the Community Boards; voting rights on the Community Boards; areas of competence and delegation; and implications for parish and town Council Tax precepts.

#### **RESOLVED:**

**To move from an Area Seminar to a Community Board structure for the Warminster Community Area, and to establish a Working Group to take forward the details during 2008/09.**

**The membership of the Working Group is to consist of Cllr Burden and Heather Abernethie (Warminster Town Council); Cllr Humphries and Cllr Mounde (District Council); Digby Barker (Warminster & Villages Community Partnership); parish council representatives (nominations to be forwarded to the Community Development Officer); and a County Councillor.**

It is planned that the Working Group will meet on an evening every two months, with the first meeting to be held in May 2008.

### **15. Report on review of Area Seminars**

The Community Development Officer thanked those who had completed questionnaires which will now be passed onto the Community Board.

### **16. Items which require referral to Cabinet**

None.

### **17. Matters for future agendas**

An update from the Working Group on the Community Board.

### **18. Date of next meeting**

The next meeting will be held on 30 October 2008 at 7pm at Dewey House.

(7:00pm – 8:50pm)

These minutes were prepared by Sean Semple, Member Support Officer, telephone 01225 776655 ext 204 or email: [ssemple@westwiltshire.gov.uk](mailto:ssemple@westwiltshire.gov.uk)