

## Minutes of Cabinet and Committees

**Xxxx – xxxx 2012**

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<p>Councillors wishing to ask a question on the Fire Authority minutes are required to give written notice no later than five clear days before the council meeting - 5pm on Monday 13 October 2014 - please contact Yamina Rhouati, 01225 718024, <a href="mailto:yamina.rhouati@wiltshire.gov.uk">yamina.rhouati@wiltshire.gov.uk</a></p>			
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## **CABINET**

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DRAFT MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 16 September 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

Also in Attendance: Cllr Christine Crisp, Cllr Richard Gamble, Cllr Jon Hubbard  
Cllr Julian Johnson, Cllr Simon Killane, Cllr Gordon King  
Cllr Magnus Macdonald, Cllr Bill Moss and Cllr Philip Whitehead

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Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

### **81 Apologies**

All Cabinet members were present.

### **82 Minutes of the Previous Meeting**

The minutes of the last Cabinet meeting held on 22 July 2014 were presented.

**Resolved:**

**That the minutes of Cabinet held on 22 July 2014 be approved as a correct record and signed by the Leader.**

**83 Declarations of interest**

No declarations of interest were made.

**84 Leader's announcements**

The Leader made the following announcements:

**(a) Tara Hall**

The Leader welcomed Miss Tara Hall to the meeting. Tara was a care leaver who had previously made a presentation to full Council in May 2014 based on a speech she had given at a national conference in October 2013. Her speech had explained her experiences of being a looked after child. Tara attended the meeting as she was shadowing the Leader to gain an insight of working in a local authority setting.

**(b) The Big Walk – 13 September**

The Leader, together with Cllr Jon Hubbard, thanked all those who had participated in the inaugural Big Walk. The Walk had been organised to support two charities, Hope for Tomorrow, bringing cancer care closer to home and Melksham Extended Services, providing counselling support for young people.

**(c) Aspire Centre for Looked After Children**

With the Leader's consent, Cabinet member Cllr Laura Mayes referred to the recent visit by the Children's Minister to the Aspire Centre for looked after children. The children were involved in showing the Minister around the Centre. It was noted that help from members would be greatly appreciated in various forthcoming projects including a camping event. Cllr Mayes thanked Karen Reid, the Council's Head of Service for Virtual Schools for organising such a successful visit.

**85 Public participation and Questions from Councillors**

The Leader reported receipt of a question from Mr Andrew Hall of Martingate Centre Ltd to which Cabinet member, Cllr Toby Sturgis responded. The question centred on asking Cabinet to confirm whether it wished to retain or sell Corsham Mansion House and Library. A copy of the question and response are available on the Council's website along with the agenda for this meeting, was made available at the meeting and attached to the signed copy of these minutes.

Mr Hall further asked how long it would take for the Council to clarify its intended use for the property. Cllr Sturgis reiterated that this was very much linked to the emerging Strategic Economic Plan for Wiltshire and the outcome of future Government bidding rounds.

The Leader reminded those present that she would as usual, be happy for them to express their views on any items on the agenda by indicating they wished to speak.

**86 Capital Assets Committee held on 22 July 2014**

**Resolved:**

**That the minutes of the Cabinet Capital Assets Committee dated 22 July 2014 be received and noted.**

**87 Public Health Annual Report 2013/14**

In accordance with the Health and Social Care Act 2012, Cabinet member, Keith Humphries invited Maggie Rae, Corporate Director, in her capacity as Director of Public Health to present the Annual Report for Public Health for 2013/14.

Public health, transferred from the National Health Service and was now embedded within local government and completely based on the needs of the local population. Whilst acknowledging that there was always room for improvement, Maggie Rae commented that generally speaking the report was very positive and documented the various initiatives in place to improve the health of the local population. It was noted that during the period of the Annual Report, a number of challenges had had to be overcome, most notably twelve weeks of flooding when public health had been at the heart of the response as well as a measles outbreak. There continued to be very constructive partnership working with the NHS, Clinical Commissioning Group and hospitals.

The meeting noted how well and how quickly the public health team had integrated within the Council and Maggie Rae thanked the Council for the very warm welcome received by the public health staff.

Cllr Jon Hubbard welcomed the document and congratulated the public health team on all it had achieved. He did however comment that the document would benefit from including comparative figures and information in order to assess and measure progress and performance to put the success stories in context.

Maggie Rae explained that a technical document which documented this information was available and undertook to link this to the Annual Report on the Council's website and circulate it to Cabinet members. Cllr Tonge noted that this had also been raised at Scrutiny where a similar undertaking had been given.

**Resolved:**

**That Cabinet notes the Public Health Annual Report 2013/14.**

Reason for decision

To formally present the Annual Report to Cabinet and provide an opportunity to express any views.

**88 Wiltshire Mental Health and Wellbeing Strategy - Draft for information prior to consultation**

Cabinet member Cllr Keith Humphries presented a report which updated Cabinet on the progress of the Wiltshire Mental Health And Wellbeing Strategy and the plans for its consultation process.

The draft Strategy as presented would provide the strategic direction for Wiltshire Council and NHS Wiltshire Clinical Commissioning Group (CCG) in promoting mental health and wellbeing and supporting people with mental health problems and their carers over the next 7 years.

The aim of the strategy was to create environments and communities that would keep people well across their lifetime, achieving and sustaining good mental health and wellbeing for all.

Subject to Cabinet's approval, it was proposed to commence consultation on the draft strategy on 10 October, thereby linking it to the world mental health day and would run to January 2015. The Strategy would be considered by the Executive Committee of the CCG, the Health and Wellbeing Board and the Health Select Committee.

Cabinet member, Cllr Laura Mayes asked about references within the document to children. Corporate Director Carolyn Godfrey explained that the document set out the expectation to have regard to the impact on children and safeguarding issues. Corporate Director, Maggie Rae acknowledged that there was separate documentation in respect of children which would be appropriately aligned. Maggie Rae also referred to the often overlooked basic ways of improving the mental health and wellbeing of children.

Cllr Keith Humphries thanked members for their contributions to the debate on this item which would be taken forward as part of the feedback during the consultation process. He also asked members to encourage people to engage in the consultation process.

**Resolved:**

- (a) That Cabinet approve the draft strategy and the proposed consultation process.**
- (b) That the comments made during the debate on this item be included as part of the feedback during the consultation process.**

Reason for decision

To ensure that Cabinet are aware of the content of the draft strategy and the proposed consultation in advance of the consultation launch.

**89 Better Care Plan Fast Track and 100 Day Challenge**

The Leader presented a report which updated Cabinet on the development of Wiltshire's Better Care Plan, the Fast Track process and the progress in implementing elements of the Plan. This included the Systems Review of the out-of-hospital system and the 100 Day Challenge.

The outcome of the Government spending review published in June 2013 included the announcement that a sum totalling £3.8 billion nationally would be allocated to a single pooled budget for health and social care services to work more closely together in local areas based on an agreed plan between the NHS and the Local Authorities. This money was now referred to as the Better Care Fund (BCF).

The BCF was a mandatory pooled budget intended to support and deliver integrated health and social care services; this would be introduced nationally in 2015/16. The Better Care Fund was not new funding for the health and care system but made up of elements of existing clinical commissioning group (CCG) and local authority budgets.

In Wiltshire, the total BCF budget in 2015/16 was £27.0 Million. The national expectation was that this funding be used to develop integrated services which would reduce the need for hospital care and protect the existing level of social care services.

The Wiltshire Health and Wellbeing Board had signed up to an initiative called the 100 Day Challenge. This was a system-wide approach, starting from 1<sup>st</sup> September, with the aim of reducing the number of attendances and admissions for frail elderly patients in Wiltshire and reduce the amount of time they spent in hospital. The 100 Day Challenge would provide an opportunity to test the new schemes on a practical level to identify and alleviate any barriers.

Cllr Jon Hubbard whilst welcoming the report questioned why it stated that there were no direct safeguarding implications. He suggested that it might have been

more appropriate to state that there were complex safeguarding implications which would be assessed and addressed. Maggie Rae confirmed that the safeguarding section of reports was written by safeguarding leads. In this case, it was more about referencing whether what was being proposed should change the approach to safeguarding. Officers would of course, continue to work closely with the Safeguarding team.

**Resolved:**

**That Cabinet note the progress in becoming a national “Fast –tracked” Better Care Plan and the progress in implementing elements of the Plan.**

Reason for decision

To keep Cabinet informed of the partnership work in delivering better health and social care for people in Wiltshire

90 **Insurance Services Tender**

🔑 Cabinet member Cllr Dick Tonge presented a report which set out the options available to the Council following the end of the current insurance services contract on 1<sup>st</sup> April 2015.

Cabinet was asked to determine whether to continue to purchase Insurance cover with a third party provider or whether to cover the full costs of all insurance claims and costs to repair damage to the Council’s own property from its own financial resources.

Details of the terms of the existing contract were presented, along with the options now being considered, namely, buying Insurance cover from a third party provider or to self insure.

**Resolved:**

- (a) To continue with insurance cover with a third party provider.**
- (b) To delegate the decision on which lots to procure and which to self insure to the Cabinet Member for Finance and the Associate Director for Finance.**

Reason for decision

Not having insurance cover in place would expose the Council to significant financial risk.

91 **Report on Treasury Management Strategy 2013-14 - First Quarter ended 30 June 2014**

Cabinet member Cllr Dick Tonge presented the quarterly Treasury Management Report which covered the first quarter of 2014/15, ending 30 June 2014.

The report reviewed management actions in relation to:

- a) the Prudential Indicators, Treasury Management Indicators originally set for the year and the position as at 30 June 2014;
- b) other treasury management actions during the period; and
- c) the approved Annual Investment Strategy

Cllr Tonge guided members through the quarterly report and together with Michael Hudson, Associate Director for Finance, answered member's questions.

**Resolved:**

**That Cabinet note the contents of this report in line with the Treasury Management Strategy.**

Reason for decision

To give members of the Cabinet an opportunity to consider the performance of the Council in the period to the end of the quarter against the parameters set out in the approved Treasury Management Strategy for 2014/15. This report is a requirement of the Council's Treasury Management Strategy.

92 **Revenue Budget Monitoring Period 4 2014/2015**

Cabinet member, Cllr Dick Tonge presented a report which advised members of the revenue budget monitoring position as at the end of Period 4 (end of July 2014) for the financial year 2014/2015 with suggested actions as appropriate.

The forecasts suggested a £1.770 million overspend if no further action was taken. This was 0.5% of the Council's net budget. The purpose of budget monitoring was to identify such risks in order to allow management to address issues.

Action was currently being assessed to identify areas where savings could be made. An updated position would be reported in the next budget monitoring report to Cabinet in December. It was forecast that a balanced budget would be achieved by 31 March 2015. The Housing Revenue Account (HRA) was forecast to be underspent by £0.5 million. The year-end general fund reserves balance was projected to be £10.965 million. This was in line with the council's financial plan and recommendations by the Section

151 Officer.

Cllr Tonge guided members through the report and the detailed financial information and together with Michael Hudson, Associate Director for Finance responded to members' questions.

**Resolved:**

**That Cabinet note the outcome of the period 4 (end of July 2014) budget monitoring, and approve the transfer of £3.2 million to Learning Disabilities from repayment to General Fund Reserves.**

Reason for decision

To inform effective decision making and ensure a sound financial control environment.

**93 Climate Local Initiative**

Cabinet member Cllr Toby Sturgis presented a report which recommended that the Council became a signatory to the Local Government Association's Climate Local initiative, which would replace the Nottingham Declaration on climate change. The report also provided an overview of progress made in tackling climate change since the Council signed the Nottingham Declaration in 2009.

Views were expressed to the effect that the document was better and far more detailed than the Nottingham Declaration. A contrary view was however, also expressed that whilst there was agreement on the concept, the signing of the document would be a step back from the Nottingham Declaration.

**Resolved:**

**That Cabinet:**

- (a) agrees that the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste signs the Climate Local initiative on behalf of the Council and that the action plan at Appendix 1 as presented be published on the council website;**
- (b) notes the significant progress made since signing the Nottingham Declaration on climate change and**
- (c) notes council activity to tackle fuel poverty and promote low carbon technologies and encourages further public engagement on this matter through the Area Boards.**

### Reason for decision

Climate Local is a Local Government Association initiative to drive and support council action on climate change. The initiative is the only one of its type in England and is the successor to the old Nottingham Declaration on Climate Change which Wiltshire Council signed in 2009.

By signing up to Climate Local, councils across the country are capturing the opportunities and benefits of action on a changing climate, through leading by example, saving on their energy bills, generating income from renewable energy, attracting new jobs and investment, reducing flood risks and managing the impacts of extreme weather. Full details of the reason can be found in the report to Cabinet available on the Council's website.

#### 94 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 am - 12.05 pm)

These decisions were published on the 26 September 2014 and will come into force on 6 October 2014
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The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail [yamina.rhouati@wiltshire.gov.uk](mailto:yamina.rhouati@wiltshire.gov.uk)  
Press enquiries to Communications, direct line (01225) 713114/713115

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## **CABINET**

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MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 7 October 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philipe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

Also in Attendance: Cllr Simon Killane, Cllr Magnus Macdonald, Cllr Alan MacRae  
Cllr Bill Moss and Cllr Philip Whitehead

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Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

### 95 **Apologies**

All Cabinet members were present.

### 96 **Minutes of the Previous Meeting**

The minutes of the last Cabinet meeting held on 16 September 2014 were presented.

**Resolved:**

**That the minutes of Cabinet held on 16 September 2014 be approved as a correct record and signed by the Leader.**

**97 Leader's announcements**

**Wiltshire Core Strategy**

The Leader announced that the last hearing session for the Wiltshire Core Strategy Examination in Public was held on 30 September.

She was very pleased to say that the Council had received the 18<sup>th</sup> procedural letter from the Planning Inspector, which explained the procedure for the completion of his report and the closure of the Examination.

The Council expected to receive a copy of the report to 'fact check' with the Inspector's proposed modifications, this month. Whilst full details were awaited, it was noted that the fact check and modifications were a clear indication that there was movement towards delivering a sound Wiltshire Core Strategy. This important step would enable plan-led housing and employment growth which would promote the resilience of and the sustainability of our communities.

The Leader expressly thanked officers, Councillors and the community for their hard work over many years to bring this strategy together. Following its consideration by Cabinet, the Strategy would hopefully be presented to Council for adoption in February 2015. This would allow the Council to work to develop the community led model of planning and move forward with neighbourhood plans.

**98 Declarations of interest**

No declarations of interest were made.

**99 Public participation and Questions from Councillors**

There were no questions from Councillors or Members of the Public. The Leader reminded those present that she would as usual, be happy for them to express their views on any items on the agenda by indicating they wished to speak.

**100 Minutes - Cabinet Committees**

**Resolved:**

That the minutes of the Cabinet Capital Assets Committee and the minutes of the Cabinet Transformation Committee dated 16 September 2014 be received and noted.

## 101 **Actions to recruit and retain social workers**

Cabinet Member Councillor Stuart Wheeler presented the report which provided Cabinet with an update on all of the actions being taken, and planned, to improve the recruitment and retention of social workers across the Council following the agreement of the Corporate Leadership Team on 23 June to pay market supplements to specific social worker roles.

Councillor Wheeler commended the report and drew the meeting's attention to some of the issues highlighted in the report: that Human Resources had been looking carefully as to how to best identify and recruit social workers and then how to retain them; that work had been undertaken that sought to improve the perception of Wiltshire within the Social Work profession; and that the Council was seeking to address the specific pressures faced by social workers working with children.

It was noted that the Council was exploring new avenues of recruitment, using social/web media and targeted advertising in print media. The report also emphasised the importance of retaining staff; making staff feel valued and getting them to enhance their expertise and standing; the use training/education to enhance workforce skills and progression; and how technology could be used to get workers away from their desks and into the Community. Addressing these areas could improve staff motivation and satisfaction in their roles which could have a significant effect on the ability of the Council to retain staff.

Cabinet Member Councillor Laura Mayes noted that the Council was quite successful in recruiting newly qualified social worker, but there was an identified need to support and retain more qualified staff. Early indications were that the new approach appeared to be working, with 225 applications and 20 offers made in a recent recruitment round. She would be looking to reduce the number, currently at 38, of agency staff over the next year, and hopefully sooner, as the recruitment process progressed.

Cabinet Member Councillor Keith Humphries also commended the report, and informed the meeting that there were currently 12 vacancies within adult social work teams and these were in the more qualified positions. He welcomed the idea of an academy and would like to explore opportunities to extend this, in the future, to train other staff such as those in public health. The Leader mentioned the need to consider how the integration of Health and Social Care and the needs for a different type of workforce would be taken into account.

### **Resolved:**

**That cabinet note and support the actions being taken and planned to recruit and retain social workers in operational children's services and adult social care with an update to Cabinet in 6 months.**

Reason for decision: To improve the recruitment and retention of experienced social workers and social work managers.

## 102 **Wiltshire Air Quality Action Plan**

Cabinet member Councillor Keith Humphries presented the Wiltshire Air Quality Action Plan which the Cabinet was asked to consider and agree for it to be published for consultation.

Councillor Humphries, in presenting report, noted that the wider community had become better informed about the issue of air quality, and that six community groups were working to develop their own solutions including: in Bradford with some exciting nanotechnology solution; in Devizes with the promotion of cycling and walking; and in Salisbury with some planting options. These local plans were independent of but sat alongside the draft Council wide Action Plan. He also mentioned that it was important to note that the EU could fine the UK for not meeting its air quality councils, and that Councils should develop their own robust plans to mitigate the risk of these fines being passed down by central government.

### **Resolved:**

- 1. To approve the draft the Wiltshire Air Quality Action Plan (WAQAP) for wider public consultation; and**
- 2. To delegate authority to the Corporate Director with responsibility for Public Health following consultation with the Cabinet member for Public Health, Protection Services, Adult Care and Housing to approve the final version of the Action Plan for subsequent submission to Defra, in the event that no significant comments are received during the consultation process.**

Reason for decision: Under the Environment Act 1995 it is a legal requirement to prepare and consult on the Air Quality Action Plan.

## 103 **Porton Science Park**

 Cabinet member Councillor Fleur de Rhé-Philippe presented the report which updated Cabinet regarding the allocation of £4 million through the Swindon and Wiltshire Local Enterprise Partnership Growth Deal to contribute towards the construction of Phase 1 of Porton Science Park. It was noted that with this commitment in place, the Council and its partners (Tetricus, and Dstl that owned the land upon which the science park would be constructed) were now able to take action to ensure that the benefit of this funding was realised. The report recommended that approval be given to the allocation of contributory funding to the project on the capital programme for 2015/16; and that be delegated to the Associate Director for Economic Development and Planning, in

consultation with the Cabinet Member for Economy, Skills and Transport, to deliver the project within the parameters set out in the report.

In presenting the report, Councillor Fleur de Rhé-Philippe noted that the proposals aimed to protect important jobs in the area and to enhance the position of life sciences in Wiltshire. The Council did not want to lose jobs and companies that wished to stay on site. The Council had met with Central Government representatives who had been impressed with the plans. A new incubation building would be built to protect 120 jobs and would put in infrastructure for expansion of the science park. It was hoped that up to 1800 jobs could be created should private investment follow the funding from the public purse. A huge amount of work had gone into developing this plan.

Councillor Dick Tonge stated that, after having considered the report in great detail, he was satisfied that the proposals were financially sound.

The Leader commended the scheme which was an exciting opportunity and would enable Wiltshire to be the third major life sciences base in the country.

Councillor Toby Sturgis stated that he was delighted to see conditions included that the buildings should meet BREEAM excellences standards.

In response to a question, Councillor Fleur de Rhé-Philippe stated that work was ongoing to address transport issues with the site.

## **Resolved**

- 1. To approve the allocation of contributory funding to the project on the capital programme for 2015/16.**
- 2. To delegate authority to the Associate Director for Economic Development and Planning, in consultation with the Cabinet Member for Economy, Skills and Transport, to deliver the project within the parameters set out in this report.**

Reason for decision:

Porton Science Park is prioritised in the Council's Business Plan and the construction of the first phase will be significant to the development of the life sciences sector in the county and nationally. It will ensure the retention of businesses currently housed in the current Tetricus facility (soon to close), and in addition create up to 2,000 new, high value jobs, as well as providing a focal point and platform for innovation, research and development in the health and life sciences in Wiltshire and the wider Wessex area.

104 **Urgent Items**

There were no urgent items.

105 **Exclusion of the Press and Public**

**Resolved:**

**To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in minute number 106 below because it was likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.**

Reason for taking item in private:

Paragraph 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information).

No representations had been received as to why this item should not be taken in private.

106 **Porton Science Park**

 Cabinet considered a report which gave detailed financial and legal implications of the proposals as contained in the report considered under minute no. 103 above which contained exempt information.

**Resolved:**

**That Cabinet note the information contained in the report presented and confirms its decisions made at minute no. 103 above.**

(Duration of meeting: 10:30 – 11:10)

These decisions were published on the 10 October 2014 and will come into force on 20 October 2014
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The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail [yamina.rhouati@wiltshire.gov.uk](mailto:yamina.rhouati@wiltshire.gov.uk)  
Press enquiries to Communications, direct line (01225) 713114/713115

## **CABINET CAPITAL ASSETS COMMITTEE**

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MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 16 September 2014.

Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jane Scott OBE	Leader of the Council
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform

Also in Attendance: Cllr Keith Humphries  
Cllr Jonathon Seed  
Cllr Stuart Wheeler

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Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

### **27 Apologies and Substitutions**

All members were present.

### **28 Minutes of the previous meeting**

The minutes of the meeting of the Capital Assets Committee held on 22 July 2014 were presented. In response to a question from a member of the public regarding accuracy, Councillor Sturgis stated that he was content that the minutes accurately reflected what was said. The meeting noted that minutes are not a verbatim record but are a summary of the discussion ahead of formal recording of decisions.

#### **Resolved:**

**To approve as a correct record and sign the minutes of the meeting held on 22 July 2014.**

**29 Leader's Announcements**

There were no leaders announcements.

**30 Declarations of interest**

There were no declarations of interest.

**31 Public Participation and Questions from Councillors**

The Leader reported receipt of a question from Mr Andrew Hall, of Martingate Centre Ltd, concerning the disposal of the Corsham Mansion House and Library at Corsham. A copy of the question and the response, by Councillor Toby Sturgis, were circulated as a supplement to the agenda on the 16 September and available online with the agenda papers.

In supplement to the question, Mr Hall expressed his willingness to support and encourage activity in Corsham and his desire to work to that end. He further added that he hoped that the process to bring the building into use would not take too long.

The Leader, Councillor Jane Scott, responded that the Council wished to see the matter resolved in the interests of the people of Corsham, so that the building could be brought back into use as soon as was practicable.

**32 Capital Monitoring Period 4 2014/2015 (as at 31 July 2014)**

Cllr Dick Tonge presented the report to inform Cabinet on the position of the 2014/2015 Capital Programme as at Period 4 (31 July 2014), including highlighting budget changes. A budget monitoring report to members will now be taken to Members quarterly in September, December, February and June. This report focuses on major variations in budget.

In his presentation, the meetings attention was drawn to the variation of £39M which was due to rescheduling of expenditure through the years. Further reference was made to the breakdown of the amendments to the original budget summarised in the report. to Para 3, range of differing movements.

It was stated that these budget additions largely reflected increases in funding being made available and brought into the programme under the Chief Financial Officer delegated authority. These largely comprised of additional grants from Central government, Section 106 contributions, revenue contributions towards capital expenditure and other contributions used to finance capital spend within the capital programme.

**Resolved:**

- a) To note the general budget additions for grants, revenue contributions and other contributions of £10.824 million as per Appendix B and to note the Period 4 position of the Capital Programme in Appendix A; and
- b) To note the reprogramming of £13.801 million between 2014/2015 and 2015/2016

**33 Council House Building Programme**

 Cllr Keith Humphries, Cabinet Member for Public Health, Protection Services, Adult Care and Housing, presented the report which sought to gain delegated approval to deliver a programme of around 240 new council homes across Wiltshire to meet identified need using council owned land and funding from a range of sources including housing revenue account (HRA) reserves and borrowing, right to buy receipts, commuted sum funding and grant funding secured from the Homes and Communities Agency (HCA), Department of Health (DoH) and other funding bodies.

Attention was drawn to the funding streams are outlined in the report, in particular Housing revenue account (HRA) funding, and the fact that land is restricted to use for affordable homes. It was planned that funding and land could be used to lever in additional resources, such as grant funding, to enable the delivery of approximately 240 new council homes to meet identified need between 2015 and 2020.

The Leader noted that further discussion of the matter would be held in Part II of the meeting, as some of the information was of a commercially sensitive nature, and there being no questions from the public deferred discussion of that item to Part II.

**34 Urgent items**

There were no urgent items.

**35 Exclusion of the Press and Public**

**Resolved:**

**To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the following items of business because it is likely that if members of the public were present there would disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in**

**withholding the information outweighs the public interest in disclosing the information to the public.**

Reason for taking the item in private:

Paragraph 3 – information relating to the financial information or business affairs of any particular person (including the authority holding that information).

No representations have been received as to why this item should not be held in private.

### 36 **Council Housing Building Programme**

 The meeting considered the report, including the appendix exempt from publication.

**Resolved:**

**to delegate authority to the Associate Directors responsible for housing and finance and the Corporate Director responsible for assets in consultation with the Cabinet Member for Public Health, Protection Services, Adult Care and Housing (excluding strategic housing), the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste and the Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform to approve:**

- a) The use of sites in Appendix 1 for affordable housing with delegated authority to substitute alternative sites of similar value as appropriate.**
- b) Any appropriations necessary pursuant to s122 LGA 1972 to ensure that the sites in a) are held by the Council for housing purposes.**
- c) Use of funding for affordable housing as detailed in Appendix 1 with delegated authority to substitute different funding streams as required.**
- d) Entering contracts for consultants, construction and other elements of the project to enable the delivery of around 240 new homes within the funding parameters identified in Appendix 1.**
- e) Entering funding agreements with HCA/CLG/DOH as required to secure the grant funding and borrowing approval required.**

Reasons for decision:

There are more than 20,000 households on the council's housing register of which 11,000 households are assessed as in housing need. There is also a

growing older population within Wiltshire and demands on health and social care services are increasing. In line with the council's business plan, it is a priority to enable people to remain living independently within their communities.

The council has the opportunity to assist with addressing these needs through the delivery of new council housing suitable for use as a home for life in communities across Wiltshire. These homes will add to the affordable homes delivered through planning agreements and with our Housing Association partners

(Duration of meeting: 2:00 – 2:34)

These decisions were published on the 19 September 2014 and will come into force on 29 September 2014
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The Officer who has produced these minutes is Will Oulton, of Democratic Services, direct line 01225 713935 or e-mail [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)  
Press enquiries to Communications, direct line (01225) 713114/713115

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## **CABINET TRANSFORMATION COMMITTEE**

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DRAFT MINUTES of a MEETING held at KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 16 September 2014.

Cllr Jane Scott OBE	Leader of the Council
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)
Also in Attendance:	Cllr Keith Humphries Cllr Fleur de Rhé-Philippe Cllr Toby Sturgis Angus Macpherson, Police and Crime Commissioner Dr Stephen Rowlands, Clinical Commissioning Group

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### **21 Apologies and Substitutions**

Apologies were received from Chief Constable Pat Geenty, Wiltshire Constabulary, and Deborah Fielding, Clinical Commissioning Group.

### **22 Minutes of the previous meeting**

The Committee considered the minutes of the meeting held on 17 June 2014.

#### **Resolved:**

**That the minutes of the meeting held on 17 June 2014 be approved as a correct record and signed by the Leader.**

### **23 Leader's Announcements**

The Chair stated, that with the consent of the meeting, that the presentation regarding Disposals would be brought up the agenda.

### **24 Declarations of Interest**

There were no declarations of interest.

25 **Public Participation and Questions from Councillors**

It was noted that no requests for public participation had been received. The Leader did however explain that, as usual at meetings of Cabinet and its committees, she would be more than happy to hear from any member of the public present on any of the items on the agenda for this meeting.

26 **Disposals**

Sarah Ward, Head of Asset Management, gave a presentation regarding property disposals. The Council had made good progress in meeting its targets for asset disposal. Some assets, marked for disposal, may be reviewed as they may be used to further other priorities. A number of assets, valued together at £5.8m, had been retained for investment or alternative uses. Following a request from Councillors, officers agreed that more information could be provided on the split between those properties held for investment and those held for alternative use.

Further opportunities remained in areas such as: farm assets, community centres and commercial properties. These matters were scheduled to be considered by a future meeting of the Cabinet Capital Assets Committee. Officers were encouraged to continue to work with partners, particularly Health and Fire authorities, to maximise the opportunities to share resources.

The meeting was informed that the Council had exchanged contracts on the Shurnhold, Melksham site, and that the Middlefield, Chippenham site was on the market.

The meeting was informed that the Capital Assets Committee had previously agreed to develop the former depot site at Coombe Bissett for the building of 3 affordable housing units. However, based on a reassessment of housing need in the area, a planning application for 4 affordable housing units, comprising of 2 houses and 2 flats had been submitted. The development would encompass the same footprint as the original proposals.

The Committee thanked Sarah Ward for her presentation, and noted the update regarding the Coombe Bissett site.

Resolved:

**To:**

- a) Thank Sarah Ward for her presentation;
- b) Note the update regarding the Coombe Bissett site; and
- c) Request a further breakdown of the £5.8m be circulated to Members regarding the split between those assets classified as 'Investment' and 'Alternative Use'.

## 27 **Customer Journey**

Kate Beckinsale-Smith, Systems Thinking lead on customer access, gave a presentation on a strand of work looking at the customer journey linking Revenues and Benefits, Housing options and customer services. Officers had collected data to find out who the customers were, how they were accessing services and information from the Council and the purpose of their interactions.

Using this information, it would be possible to design services to reduce duplication of effort, improve customer experience and reduce costs. The presentation illustrated this with a case study: it showed how a customer on the Housing Needs Register had to contact the Council repeatedly resubmitting the same information.

It was noted that some face to face contact took place with internal customers, for instance officers seeking directions to meeting rooms from reception staff, and that some thought should go into how this could be reduced.

The Systems Thinking team were also contributing to other service reviews to help improve customer access and were linking to improvements in digital services and transactional services. With regard to digital services, it was noted that officers were working to reduce the amount of information online to make it easier for the public to find what they need, and to improve the ease with which payments could be made online. In response to a question from Councillors, officers stated that data was already being collected from the new Corsham Hub which should enable them to improve customer access.

### **Resolved:**

#### **To:**

- a) Thank Kate Beckinsale-Smith for her presentation.
- b) Request officers to address the relatively high number of internal business requests on Customer Services staff.

## 28 **Police Integrations and Next Steps**

The Committee received a presentation from Julie Anderson-Hill, Head of Transformational Change and Health Co-ordinator, on Police Integrations and next steps including an update on Bourne Hill and the Adult Disability Service based in Ashton Street.

The presentation focused on the design of the new facilities, available at County Hall, and how they had been developed in consultation with Adult Disability Service users. Officers were pleased that, by working closely with users, they had addressed people's concerns. It was hoped that the facilities would be flexible enough to be available to the wider public, including out of normal office hours. The facilities were also closer to a range of amenities, such as the

library, park and shop, which would enable users to access them more easily. It was important to place this in the heart of the community. Officers would continue to engage with the community, so that they were aware of the changes: tours and displays were being arranged to further this aim. Councillors were pleased to see that the new facilities would be open before the old facilities were closed.

**Resolved:**

**To:**

- a) Thank Julie for her presentation;
- b) Request that information regarding the Ashton Street, Trowbridge project be shared in the Corsham Area to address concerns regarding a similar project.

29 **Project and Programme highlight report**

Peter McSweeney, Portfolio Manager from the Programme Office, presented a highlight report on projects and programmes for the period to the 31<sup>st</sup> August 2014. The meeting confirmed that it was happy with the format of the report and that the team was well placed to link with other projects.

**Resolved: to note the report.**

30 **Systems Thinking Programme highlight report**

John Rogers, Head of Systems Thinking and Customer Access presented a report which detailed the position of the systems thinking programme as at 31 August 2014. The Clinical Commissioning Group were thanked for the space provided to staff working on the Better Care project, and work was ongoing with GPs and community health staff to better integrate services.

**Resolved: to note the report.**

31 **Urgent Items**

There were no urgent items.

(Duration of meeting: 15.00 – 16.30)

These decisions were published on the 26 September 2014 and will come into force on 6 October 2014
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The Officer who has produced these minutes is Will Oulton, of Democratic & Members' Services, direct 01225 713935 or e-mail [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)  
Press enquiries to Communications, direct line (01225) 713114/713115

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## **OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE**

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### **DRAFT MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 9 SEPTEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Stewart Dobson, Cllr Peter Edge, Cllr Howard Greenman (Substitute), Alan Hill (Vice Chairman), Cllr Jon Hubbard, Cllr Simon Killane (Chairman), Cllr Gordon King, Cllr John Noeken, Cllr Jeff Osborn, Cllr Pip Ridout, Cllr Ian Thorn, Cllr John Walsh, Cllr Bridget Wayman and Cllr Philip Whalley

#### **Also Present:**

Cllr Jane Scott OBE, Cllr John Thomson, Cllr Richard Tonge, Cllr Fleur de Rhé-Philipe, Cllr Philip Whitehead

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### **72 Apologies and Membership Changes**

Apologies were received from Councillor Jacqui Lay and Councillor Christine Crisp.

Councillor Lay was substituted by Councillor Howard Greenman.

As detailed on the front of the agenda, and following the Council meeting on 29 July 2014, Councillor Mark Packard had been removed as a full member of the Committee, with Councillor Peter Edge added as a full member. Councillor Mark Packard was added as a substitute member of the Committee, with Councillor Trevor Carbin removed as a substitute member.

### **73 Minutes of the Previous Meeting**

The minutes of the meeting held on 8 July 2014 were presented for consideration and it was,

#### **Resolved:**

**To approve as a true and correct record and sign the minutes.**

### **74 Declarations of Interest**

There were no declarations.

**75 Chairman's Announcements**

There were no announcements.

**76 Public Participation**

No statements or questions were submitted.

**77 Military Civilian Integration Partnership (MCIP)**

It was reported that as the Military Civilian Integration (MCI) Partnership was one of the 12 key actions from the Business Plan, Overview and Scrutiny should demonstrate some initial interest.

It was explained that the aim of the MCI in Wiltshire is to optimise the economic and social benefits of the military presence in the county for the benefit of Armed Forces Personnel, Service families, veterans and local communities through engagement from Wiltshire Council and its partners with the MOD prior to changes to the military presence in Wiltshire being implemented. The MCI is governed by a Partnership Board, Chaired by the Leader of Wiltshire Council, to set strategic direction and guidance in context of the Army 2020 reorganisation and Firm Base policy.

A report was presented by Councillor Jane Scott OBE, Leader of the Council and Chairman of the Military Civilian Integration Partnership (MCIP), the Associate Director (Economic Development and Planning) and the Army Basing Programme Manager, detailing the challenges and risks the MCIP is seeking to mitigate through the increased engagement, including impacts from development required during the Army Rebasing Programme on communities such as on highways and education services, along with additional work with veterans and voluntary organisations to implement measures to benefit Wiltshire communities.

The Committee was invited to consider the most beneficial approach for overview and scrutiny involvement.

The Committee discussed the report, noting the significant economic and social impact on the county from the military reorganisation through the creation of a super-garrison to be based around Salisbury Plain, and the necessity for close engagement with civilian and military partners. It was strongly noted that the MCIP was not a statutorily required body, and that strong working relationships were essential to maintain and increase co-operation and effectiveness between all the partners.

The positive impact of the MCIP on the Army Rebasing Programme was raised, noting the change of approach from the Defence Infrastructure Organisation

(DIO) from purchasing 1400 homes as part of the plan, to the detriment of the emerging Wiltshire Core Strategy Housing plans, following engagement and consultation, toward options with a more positive impact on the community and partners. It was emphasised that the Rebasing Programme had only been one part of the work of the MCIP, and that further workstreams as detailed in the report could benefit from additional scrutiny. However, Councillor Scott felt that the Rebasing Programme was the right area for Overview and Scrutiny engagement.

At the conclusion of discussion, it was,

**Resolved:**

**For the Vice-Chairman, having regard to the input of the Chairman of each Overview and Scrutiny Select Committee, to investigate possible areas where Scrutiny involvement would add value to the ongoing work of the MCIP, and to provide recommendations to the next meeting of the Management Committee.**

**78 Scrutiny Communication**

The Chairman updated the Committee on work undertaken to enhance the visibility and promotion of the Overview and Scrutiny Function within the council among officers and members. Enhancement of the Scrutiny page on the council's intranet was noted, and the Committee discussed how to best improve communication of the work of the Committees and Task Groups.

The Committee discussed the possible creation of a Scrutiny Newsletter that could be circulated 2-4 times a year in a similar format to the overview Annual Report which was presented to Council in May 2014. It was raised that there had been long standing difficulties in engaging many non-executive members to participate in Scrutiny work if they were not already a member of a Scrutiny Committee, and that efforts were needed to improve this, though there were concerns a newsletter would not be effective given the volume of communications all councillors received.

A further review of the Overview and Scrutiny function would also be brought to the Committee at a future date.

**Resolved:**

**To bring forward more detailed proposals on increasing communication and promotion of the Scrutiny Function to a future meeting of the Committee when further developed, taking into account the concerns and comments as detailed above.**

## 79 **Scrutiny Training**

The Chairman, along with the Scrutiny Manager (Designated Scrutiny Officer), updated the Committee on feedback from the Scrutiny skills training that had been arranged for March and July 2014, and sought views on what additional training should be arranged in future and in what format.

It was raised that a programme of training events over the course of a 4 year council could provide a useful structure for non-executive members, training new members in the basic functions of Overview and Scrutiny and the legislative underpinning of the function in the first year, with more detailed and focused training for all members in the following years to advance the skills of existing scrutiny members as well.

The need to target training sessions to specific topics was highlighted, with examples of scrutiny work undertaken by Wiltshire and other authorities used as a basis to develop members further, and that the Councillor Development Group could assist with the planning of any training schedule, and that it was necessary to establish what training would be available internally and externally before deciding upon an approach.

### **Resolved:**

**To present options for additional Scrutiny Training at a future meeting of the Committee when an outline programme had been developed.**

## 80 **Procurement Update**

Cllr Richard Tonge, Cabinet Member for Finance, along with the Interim Head of Corporate Support, delivered an update on the planned reorganisation of the Procurement service, to be implemented between September 2014 - April 2015, as detailed in the agenda papers. It was stated the Procurement Board would have more senior officers appointment to better centralise and harmonise the service, and that the structure had been in difficulty for many years and change was required.

Some Committee members expressed disappointment that Scrutiny had not been given an opportunity to comment upon the proposed new arrangements in advance, and it was suggested that the Financial Planning Task Group should look at the procurement service in relation to the delivery of savings identified in the Financial Plan.

### **Resolved:**

**To note the update and to receive a more detailed report in November 2014 following the completion of the review of the service.**

## 81 Performance and Risk Update

The Interim Head of Corporate Support delivered an update on a new performance framework which would be integrated within the Wiltshire Council website to significantly improve the presentation of information and engagement with the public on the achievement of business plan outcomes.

The Committee was shown the planned website in operation, which would be interactive and updated quarterly. The Committee welcomed the better design and accessibility, and sought clarification of the website's features in displaying Performance and Risk information.

In response to queries it was stated the website was being trialled with the public to seek feedback and eliminate any problems, that the page would be accessible from the council website but would be accessible directly from a link, and that headline figures were accompanied with additional information to clarify or expand understanding. The Committee stated it was vital that visitors also be able to easily determine if the council were achieving progress or worsening for chosen outcomes, and so a clear direction of travel for the information was necessary.

In order to establish scrutiny involvement on the project moving forward, it was suggested the Financial Planning Task Group continue to oversee any analysis of performance and risk in the same manner as the former Budget and Performance Task Group.

### **Resolved:**

**To welcome and support the new arrangements and request that the Financial Planning Task Group monitor the development of reporting on performance and risk.**

## 82 Task Group Updates

- 1) The Committee noted the written updates on its task groups as detailed in the agenda.
- 2) a) The Vice-Chairman of the Health Select Committee provided the following updates:

### **Continence Services Task Group**

There has been a response from the Executive and a meeting is being set up with the CCG to take forward the recommendations the CCG supported.

### **Help to Live at Home**

The inaugural meeting is scheduled for the 3 October to consider any actions as a result of the peer review; as well as the recent CQC report on Mears, a

domiciliary care agency. 40 out of 700 of their clients were adversely affected by the changes and acquisitions made by Mears over the last three months. The CQC report will also come before the HOSC on 23 September.

#### **Review of AWP/Dementia Services**

A report is now in draft form for a meeting of the Task Group on Thursday 11 September. It is intended for presentation at the HOSC on the 23 September as well as the CCG Governing Body the same day.

#### **Transfer to Care Task Group**

Work is ongoing. Members were made aware of the 100 day challenge, which it was hoped would have a positive impact on the delayed transfers to care figures. A specialist pilot group is looking at Salisbury NHS FT to review processes.

b) The Chairman of the Environment Select Committee provided the following verbal updates:

#### **Car Parking Review Task Group**

The work of the Task Group is currently ongoing, with the Task Group having visited three local authorities to view and discuss cashless technologies, and would be reviewing the preferred option for Wiltshire before it goes out to public consultation.

#### **20mph Policy Task Group**

A meeting with the Executive and key officers is scheduled for 23 September, with a final report due to be considered by the Committee in October 2014.

#### **Adoptable Estates Task Group**

The Task Group had been reviewing systems and the communications around planning processes, with a report now due for consideration by the Committee in October 2014 following a visit to a development under construction.

#### **Community Infrastructure Levy(CIL) Task Group**

The CIL Task Group would reconvene as appropriate pending adopting of the Wiltshire Core Strategy, looking at the way the Council would access and record monies gained through CIL, and the possible distribution of that monies to towns and parishes with or without established neighbourhood plans.

#### **Waste Task Group**

The Waste Task Group fulfilled its remit and reported to the Committee in December 2013; its recommendations were referenced in the report of the Waste Management Service to Cabinet in December 2013. The Task Group undertook some further work, at the request of the Service and the Corporate Director, to review the communications plans in respect of changes to the waste collection rounds.

### **Investment in Highways Task Group**

It was stated that the need for this Task Group had lapsed and it would therefore not be required to be constituted.

In response to queries it was stated that the ESC had not yet had received a report on the annual flood plan, but it was hoped this would be obtained for the October meeting of the Committee. It was also suggested the successful completion of the work of the Balfour Beatty Living Places Highways and Streetscene Task Group be communicated as broadly as possible to highlight the conclusions and recommendations.

c) The Chairman of the Children's Select Committee delivered the following updates:

### **Early Help Strategy Task Group**

The Task Group met on 5 September, and would have several more meetings ahead of reporting in late October 2014.

### **Education for 16-19s Task Group**

Following a pause in work during a transition period within relevant council teams, the Task Group would begin its work again from October 2014.

### **Safeguarding Children and Young People Task Group**

A written update was presented, as attached, on the ongoing work of the Task Group, with suggested resolutions for the Committee. Additional wording was suggested to emphasise the work undertaken toward reducing the risk of child sexual exploitation in Wiltshire.

Therefore, it was resolved to:

- a) **To note the overview and scrutiny work undertaken by the Children's Select Committee on safeguarding children and young people with a view toward reducing the risk of child sexual exploitation in Wiltshire.**
- b) **To note the measures in progress to clarify members' role as corporate parents and the procedure to follow if they have concerns about a child's safety.**

### **Schools and the Local Authority Task Group**

The Task Group would be meeting on 12 September, following meetings with schools to discuss their perspectives on local authority education services.

### **Special Educational Needs and Disabilities Task Group**

The Task Group would be meeting on 10 September, and a final report would be presented to the Committee in December 2014.

### 83 **Forward Work Programme**

- 1) It was agreed to add to the Work Plan possible Scrutiny of the council's HR and Corporate Governance arrangements, as well as further updates on the rollout of superfast broadband. It was agreed future agendas would include a section for regular reports from members on Project Boards.
- 2) It was explained that meetings between Chairs and Vice-Chairs and Cabinet Members and Associate Directors had begun, with more meetings to follow.
- 3) The Committee was advised the Chair and Vice-Chair had not identified any further projects where it was felt Scrutiny involvement would be beneficial, but that this would be reviewed monthly. A framework for the support of members added to a Project Board and reporting back to the Management Committee was in the process of being finalised.

### 84 **Date of Next Meeting**

The date of the next meeting was confirmed as 4 November 2014.

### 85 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 am - 1.15 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line (01225) 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

**Wiltshire Council**

**Overview and Scrutiny Management Committee**

**9 September 2014**

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## **Briefing note:**

### **Children's Select Committee – Safeguarding children and young people**

#### **Purpose**

1. To update members on work undertaken by the Children's Select Committee with respect to safeguarding children and young people in Wiltshire.

#### **Background**

2. Following recent news stories regarding cases of child sexual exploitation (CSE) in Rotherham, the Chairman of the committee requested a report describing the overview and scrutiny work that has been, and is being, undertaken on safeguarding children and young people in Wiltshire.
3. The Chairman has also met with the Cabinet Member for Children's Services and the Chairman of the Children's Select Committee to discuss what measures could be put in place to clarify members' role as corporate parents and the correct procedures to follow should they have concerns about a child's safety.

**NB. If you think a child or young person is at risk of significant harm, or is injured, contact the Multi-Agency Safeguarding Hub (MASH) on 0300 4560108 (out of hours: 0845 6070 888) or if there is immediate danger phone the police or emergency services on 999.**

#### **Children's Select Committee work**

4. In May 2012 the Safeguarding Children and Young People Task Group was established by the Children's Select Committee following a multi-agency Ofsted inspection of Wiltshire. The Task Group met on 16 occasions and its final report ([here](#)) contained 41 recommendations, grouped under the four work themes:
  1. Communications
  2. Children's Social Care workforce
  3. Locality working
  4. Members and safeguarding

5. The full executive response to the report can be viewed on the council website [here](#). A significant majority of the Task Group's 41 recommendations were agreed and implemented, including:
  - All committee reports (including those to cabinet) now include a 'safeguarding considerations' section requiring authors to consider the safeguarding implications of any proposal.
  - Following the local elections in 2013 all elected members were asked to sign a statement confirming that they understood their safeguarding duties and safeguarding training was provided by the NSPCC. Members also received an 'easy-reference' guide to safeguarding.
  - The child protection referral service incorporated a multi-agency approach through the development of the Wiltshire Multi-Agency Safeguarding Hub (MASH). This has been visited by members of the task group and a full update on its implementation was brought to the Children's Select Committee in March 2014.
  - The council established a Safeguarding Children and Young People Panel (in addition to the overview and scrutiny task group) run alongside the Corporate Parenting Panel.
  - A number of recommendations were made to strengthen ongoing scrutiny of safeguarding.
6. The task group membership was shortlisted for the Local Government Association's (LGA) Scrutineer of the Year Award 2014.
7. In July 2013 the Children's Select Committee resolved that safeguarding children and young people should remain one of its priority work areas. The Safeguarding C&YP Task Group was re-established but with a greater focus on monitoring the key performance indicators relating to children's social care activity. It meets 6 times per year; 4 data-focused meetings plus 2 'deep-dive' meetings looking at single topics in detail. In April 2014 the task group looked at the auditing process for children's social care case work. In September and November 2014 will look at the operation of Multi Agency Forums (MAFs) and the work of the Wiltshire Safeguarding Children Board (WSCB).
8. In March 2014 the Children's Select Committee received a 45-minute information briefing on Child Sexual Exploitation (CSE) from council officers. This was a condensed version of a full-day CSE conference held in Salisbury on 6 March, which was attended by the vice-chairman of the committee.

### **Information for all members**

9. On 5 September 2014 the chairman of the O&S Management Committee met with the chairman of the Children's Select Committee and the Cabinet Member for Children's Services. The following was agreed:

- A members' briefing note will be circulated describing members' role as corporate parents and the procedure to follow if a member is concerned about a child's safety.
- A short presentation will be given to the Children's Select Committee immediately before its meeting on 14 October. This will cover the information described in the members' briefing note.
- Arrangements will be made to circulate an easy-reference guide to safeguarding for members. This was originally provided in the Members' Induction materials following the local elections in 2013.

## **Proposal**

10. To note the overview and scrutiny work undertaken by the Children's Select Committee on safeguarding children and young people.
11. To note the measures in progress to clarify members' role as corporate parents and the procedure to follow if they have concerns about a child's safety.

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Report author: Henry Powell, Senior Scrutiny Officer, 01225 718052,  
[henry.powell@wiltshire.gov.uk](mailto:henry.powell@wiltshire.gov.uk)

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## **ENVIRONMENT SELECT COMMITTEE**

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**DRAFT MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING  
HELD ON 2 SEPTEMBER 2014 AT KENNET ROOM - COUNTY HALL,  
TROWBRIDGE BA14 8JN.**

**Present:**

Cllr Brian Dalton, Cllr Dennis Drewett, Cllr Peter Edge (Chairman), Cllr Peter Evans, Cllr Jose Green, Cllr Mike Hewitt (Substitute), Cllr Magnus Macdonald, Cllr Linda Packard, Cllr Tony Trotman and Cllr Bridget Wayman (Vice Chairman)

**Also Present:**

Cllr Trevor Carbin, Cllr Terry Chivers, Cllr Jeff Osborn, Cllr Jonathon Seed, Cllr John Thomson, Cllr Philip Whitehead and Cllr Jerry Wickham

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**42 Apologies and Membership Changes**

Apologies were received from Cllr Christopher Newbury, Cllr Ian McLennan and Cllr Jacqui Lay.

Cllr Jacqui Lay was substituted by Cllr Mike Hewitt.

Following the Council meeting on 29 July, it was noted that Cllr Mollie Groom had been removed as a full member of the Committee, with Cllr Tony Trotman added as a full member.

**43 Minutes of the Previous Meeting**

The minutes of the previous meeting held on 10 June 2014 were presented.

**Resolved:**

**To APPROVE as a true and correct record and sign the minutes.**

**44 Declarations of Interest**

There were no declarations of interest.

**45 Chairman's Announcements**

The Chairman drew the Committee's attention to a public consultation ending on 29 September which proposed that free bus passes would only be valid from

either 9am or 9.30am Monday to Friday and all day at weekends. It could be possible that exemptions would be made for those in rural areas. The full details could be found on the Council's consultation page.

The Committee was made aware that a motion was brought to Council in July, asking that a 'One Card for Wiltshire' would be developed to enable a resident to use a single payment card to pay for both public transport and car parking across the county. Additionally, the possibility of adding the ability to pay for other Council services should be investigated. The item was referred to the Leader of the Council for consideration and to decide on any future action. The Chairman had requested that any report on the development on this system could come through the Committee as he believed it would be of interest to members. The Chairman added he was waiting for a response from the Leader and would update the Committee on her decision.

The Chairman advised the Committee that Senior Scrutiny Officer, Maggie McDonald would be leaving her position and expressed his thanks on behalf of the Committee for her hard work. Emma Dove was congratulated on her new position, taking over Maggie's role.

46 **Public Participation**

The rules on public participation were noted. There was no public participation.

47 **Highways and Streetscene Contract BBLP - Report on Annual Performance**

At the meeting of the Committee in April 2014, it was agreed that the Highways and Streetscene Rapid Scrutiny group should form a Task Group to undertake a review into the performance of the first full year of operation of the Highways and Streetscene Contract.

Prior to the end of the first year's operation, a number of issues were raised in relation to the grass cutting element of the contract. It was agreed that the issues around grass cutting would be raised within the meeting to review the first year's performance of the Highways and Streetscene contract.

Cllr Jeff Osborn, Chairman of the Task Group, introduced the report which addressed both the review of annual performance and the issues around grass cutting.

Thanks were given to members who served on the Task Group and officers who had assisted in its work. Attention was brought to the action points drawn from the service review and it was noted a response would be provided to the Committee at its meeting in October. It was advised that Hereford Council had experienced similar problems with BLLP demonstrating was it not unique to Wiltshire, however, whilst there had been public concern over grass cutting in Wiltshire, a vast improvement had been made. Focus was brought to

paragraphs 9, 11, 13, 14 in the report and that particularly the Atkins contract would be reviewed by the Task Group in the future and the need for BBLP to employ agency staff with local knowledge. The Councillor further explained 6 apprenticeships promised were in the process of being organised and would be pursued. A 'user-friendly' guide to key clauses of the contract was also stated to still be required.

The point was made that, with extra finance to invest in highways, BBLP would be able to improve roads in the county. The BBLP response to the winter floods was praised and it was emphasised that under current economic conditions it was essential the contract was delivered. Cllr Osborne explained the Council was still waiting on an audit for this contract. To conclude, the report recommendations were explained and questions and comments from the Committee were invited.

The Committee discussed the need for the contract to be fully audited, and it was stated that this had been scheduled by Internal Audit, although it had not yet been received by the Audit Committee.

BBLP was commended on its cooperation during the flooding period and the importance of the local knowledge of agency staff when dealing with flooding was reiterated. Problems with Atkins' work on the A30 were discussed with confirmation these had been taken up with its management, and the Task Group was encouraged to continue to investigate such issues. Positive and negative experiences of the MyWiltshire application were expressed.

**Resolved:**

**To endorse the following recommendations:**

- **Task Group to continue its work by monitoring the performance of certain elements of the contract throughout the year and reviewing the next Annual Report.**
- **The Task Group to meet in 2/3 months time to consider the actions/progress against the 29 action points, as well as the Year 2 plans for BBLP and Atkins, and report on these to the Environment Select Committee on 28 October 2014.**
- **For the Task Group to maintain regular contact with the Cabinet Member, Portfolio holder, officers and BBLP between meetings so that they are quickly informed of any slippage in performance.**
- **For the Task Group to give due attention to better understand and evaluate Atkins' activities.**
- **To give consideration to adding high risk contracts to the Council's Risk Register. The Committee delegated this task to the Cabinet.**

48 **To refer the report to the relevant Cabinet members for response.**  
**Climate Local Initiative Briefing**

At its meeting on 16 September, Cabinet would be recommended to sign up to Climate Local and publish the action plan on the Council's website. In advance of Cabinet, the Committee received a briefing from Ariane Crampton, Head of Service – Account Management, and Clare Langdon, Green Economy Manager, on the Climate Local Initiative and an update on the Council's activity on climate change.

The Head of Service presented the report, drawing attention to paragraph 8 which detailed the significant achievements the Council had made, including 661 planning applications for renewable technologies and engaging over thirty schools in programmes to reduce their carbon emissions.

The Committee then discussed the report and, in response to queries, it was confirmed that, if deemed appropriate, new Campus buildings would use renewable energy sources but that at present there were no confirmed plans to roll out energy saving schemes into Council housing. The officer suggested a lack of certainty over longevity of Council involvement with certain buildings would explain the lack of projects in the Calne area. Concerns were raised around a lack of households to engage with the Green Deal. The impact of transport emissions were considered and the Committee was advised that the mapping of the charging points for electric cars, would be carried out, and that currently the Council paid for these points. High carbon emissions detailed in paragraph 13 of the report were noted as due to the lack of public transport across the county. It was also raised that targetting green projects at leisure centres could be an efficient low-carbon investment.

**Resolved:**

**To note the report and recommend the Cabinet to sign up to the Climate Local Initiative.**

The Committee adjourned at 11:05 due to a fire alarm.

The Committee reconvened at 11:22.

49 **Wiltshire Council Post Incident Report - Learning from the Emergency Response to Flooding**

In April 2014 the Committee was updated on progress of the comprehensive review of the Flood Plan. The Committee supported and noted the update, it was agreed that the Committee would receive the findings of a review carried out in light of this year's extreme weather period.

The Committee now received the Council's response to the flood events that took place between December 2013 and March 2014. The report informed the

overall review of the Flood Plan on the emergency planning aspects of dealing with flooding during and after the event. The Chairman expressed disappointment that a full review of the Flood Plan was not available and sought reassurance the report would be available for the October meeting. Cllr Jonathon Seed advised that the review would likely come after the October meeting.

Cllr Jonathon Seed presented the report which explained the nature of flooding made it difficult to eradicate, the problem was multifaceted and there was a need for greater householder involvement in reducing flooding. The report also highlighted the efficient response of Wiltshire Council to the winter flooding and the ambition to improve resilience to flooding. Key lessons learnt included: the need for a coordinated responses and better targeting of flood relief funding, and most importantly there had been a good response to encouraging communities to manage flooding themselves, for instance stockpiling sandbags.

The Committee was invited to ask questions and comment.

During the discussion Cllr Mike Hewitt spoke on behalf of the Southern Flood Defence Committee and identified the local Flood Warden as key to reducing flooding in their area. Fallen trees in rivers was considered a catalyst for local flooding and the need for local dialogue and partnership surrounding their removal was stressed. The Committee was advised that the Corporate Director, Dr Carlton Brand, would meet with Salisbury City Council the next day to discuss partnership working. It was confirmed only 15% of those effected by flooding took the £5,000 compensation available to help improve their resilience, possibly due to insurance concerns. Concern was raised over the lack of flood plans in place in the local councils and it was agreed they should be aware of what they can do to ease flooding.

**Resolved:**

**To note the report and its actions to reduce flood risk and support plans for improving the Council's ability to response to future emergencies.**

**To distribute data on the number of local flood plans to town and parish councils, encourage them to create one and advise them of funding available to assist them.**

50 **Forward Work Programme**

**Resolved:**

**To note the Forward Work Programme**

The Committee received an update on meetings with the Executive:

The meeting with Cllr Fleur de Rhé-Philippe, Cabinet member for Economic Development, Skills and Strategic Transport, planned for 26 August had been postponed due to the level of activity in her portfolio, this would ensure the accuracy and relevance of information provided at the future meeting.

A meeting would take place on 2 September with Cllr Toby Sturgis, Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste, and Cllr John Thomson, Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband, on 9th September. Cllrs would report back to the Committee following the meetings to agree topics for the Forward Work Programme.

**Resolved:**

**To note the update.**

The Committee considered major contracts.

**Resolved:**

**To review the major contracts lists annually.**

The Committee considered a piece of work on Investing in Highways.

**Resolved:**

**To endorse removal from the Forward Work Programme**

## 51 **Task Group Update**

Written updates on Task Group activity were included in the Agenda pack.

It was anticipated that the Waste Task Group would be asked to undertake further work following the meeting with the Cabinet member that afternoon, which would be brought to the Committee for approval at the next meeting.

The Committee noted disappointment it was not made aware of the Green Waste consultation.

The Corporate Director, Dr Carlton Brand, advised the Committee that on 30 September 2014 there would be one further day of consultation on the Core Strategy and it could be expected to be approved a few weeks later.

The Chairman of the CIL Task Group requested that, while the Core Strategy was undergoing examination, the Task Group would reconvene as necessary.

**Resolved:**

**To reconvene the CIL Task Group to consider:**

**a) The way the Council is going to access and record monies gained from CIL;**

**b) The possible distribution of monies to towns and parishes with and without established neighbourhood plans.**

**52 Urgent Items**

An enquiry was raised over the progress on whether the Gypsy and Traveller plan should be considered at the Committee.

**53 Date of Next Meeting**

The date of the next meeting was confirmed as 28 October 2014.

(Duration of meeting: 10.30 am - 12.23 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail [elizabeth.beale@wiltshire.gov.uk](mailto:elizabeth.beale@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## LICENSING COMMITTEE

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### **DRAFT MINUTES OF THE LICENSING COMMITTEE MEETING HELD ON 8 SEPTEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Desna Allen (Vice Chairman), Cllr Allison Bucknell, Cllr Trevor Carbin (Substitute), Cllr Sue Evans, Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Pip Ridout (Chairman) and Cllr Nick Watts

#### **Also Present:**

Naji Darwish (Head of Service – Public Protection), Linda Holland (Public Protection Team Leader), Cllr Peter Hutton (Portfolio Holder), Lisa Pullin (Democratic Services Officer), and Paul Taylor (Senior Solicitor)

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#### **34 Apologies and Substitutions**

Apologies were received from Councillors Blakemore, Drewett, Jacobs and Randall. Councillor Carbin was substituting for Councillor Blakemore. Apologies were also received from Tracy Daszkiewicz (Public Health Consultant).

#### **35 Minutes**

The minutes of the meeting held on 2 June 2014 were presented to the Committee. It was noted that Councillor Desna Allen had been omitted from the list of those in attendance.

#### **Resolved:**

**That the minutes of the meeting of the Licensing Committee held on 2 June 2014 be approved and signed as a correct record subject to the inclusion of Councillor Desna Allen being added to the list of those in attendance.**

## 36 **Chairman's Announcements**

The Chairman reported the following:

### One Zone One Tariff Consultation

At the Licensing Committee's meeting in September 2013 it was agreed to consult with the Hackney Vehicle and Private Hire trade on a proposal to introduce One Zone and One Tariff for Wiltshire Council's administrative area.

The Council has carried out the relevant consultation throughout the summer 2014 period and Officers are currently analysing the feedback received and will report to the committee at their meeting on 8 December.

### Womad 2014

Wiltshire's largest festival took place from 24 to 27 July 2014 and organisers announced a record attendance of over 35,000. The hot humid conditions caused some concerns with extra water provision being quickly installed and by the end of the second day most of the medical concerns related to sunstroke, insect bites and stings.

Public Protection teams had a number of officers on site during the festival carrying out safety checks, licensing compliance, food hygiene inspections, checking emergency planning and late night noise monitoring. Initial findings indicate a few minor issues that were addressed quickly by the organisers.

A de-brief meeting involving all the agencies would take place shortly.

### Cumulative Impact Zone – Salisbury

Naji Darwish updated the Committee informing them that the consultation is still underway. He had attended a meeting of the Salisbury Area Board where there was a lively discussion between the trade and residents of Salisbury on the issues. There would be further discussion taking place to enable a report to be prepared for the committee on 8 December 2014.

### Legislation update/Training session

It was proposed that an update session would be held following the December meeting when a working lunch would be provided. All substitute members of the Licensing Committee would also be invited to attend.

## 37 **Declarations of Interest**

There were no declarations of interest.

38 **Public Participation**

No questions had been submitted prior to the meeting and there were no members of the public present at the meeting.

39 **Minutes of the Licensing Sub Committees**

The draft Minutes of a Licensing Sub Committee held on 20 May 2014 were presented for consideration.

**Resolved:**

**To approve the minutes of the Western Area Licensing Sub Committee meeting held on 20 May 2014 - Application by Marston's Plc for a Premises Licence at Land North of Cranesbill Road, Melksham.**

40 **Statement of Licensing Policy**

Linda Holland (Public Protection Team Leader) presented a report which gave details of the consultation results following the public consultation on the draft Licensing Policy for Wiltshire.

Councillor Hutton (Portfolio Holder) wished for the Committee to acknowledge the officer time spent on this preparation and emphasised the continued engagement with the licensees and all those involved.

Councillors raised a few minor questions about specific issues and it was agreed that the policy was well laid out in plain English and covered all aspects required. Officers were thanked for their work in producing this draft Policy.

One minor amendment to make was the date of the life of the Policy – it should read 2014 to 2019.

**Resolved:**

**That the Licensing Committee commends the Statement of Licensing Policy as attached to the report and recommend its approval by full Council at its meeting on 21 October 2014.**

41 **Dates of Future Committee Meetings**

Members noted the dates of future meetings of the Licensing Committee as detailed below, all to start at 10.30am:

Monday 8 December 2014 – Kennet Room  
Monday 2 February 2015 – West Wilts Room  
Monday 27 April 2015 – West Wilts Room  
Monday 1 June 2015 – Venue tbc.

42 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30am to 10.55am)

The Officer who has produced these minutes is Lisa Pullin, of Democratic Services,  
direct line 01225 713015, e-mail [lisa.pullin@wiltshire.gov.uk](mailto:lisa.pullin@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## **NORTHERN AREA PLANNING COMMITTEE**

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### **DRAFT MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 16 JULY 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.**

#### **Present:**

Cllr Christine Crisp, Cllr Mollie Groom, Cllr Chris Hurst, Cllr Peter Hutton (Vice-Chair), Cllr Simon Killane, Cllr Jacqui Lay (Substitute), Cllr Howard Marshall, Cllr Mark Packard, Cllr Sheila Parker, Cllr Tony Trotman (Chairman) and Cllr Philip Whalley

#### **Also Present:**

Cllr Howard Greenman, Cllr Nina Phillips and Cllr Dick Tonge

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#### **77 Apologies**

Apologies were received from Cllr Sturgis.

Cllr Sturgis was substituted by Cllr Lay.

#### **78 Minutes of the previous Meeting**

The minutes of the meeting held on 25 June 2014 were presented.

#### **Resolved:**

**To approve as a true and correct record and sign the minutes.**

#### **79 Declarations of Interest**

There were no declarations of interest.

#### **80 Chairman's Announcements**

There were no Chairman's announcements.

#### **81 Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

In light of the public in attendance at the meeting the Committee agreed to move agenda 6b to be heard first.

## 82 **Planning Applications**

Attention was drawn to the late list of observations provided at the meeting and published in Agenda Supplement 1, in respect of applications **6a**, **6b** and **6c** as listed in the agenda pack.

## 83 **14/03084/FUL - Land East of Manor Farm, Wadswick, Box, Corsham, Wiltshire, SN13 8JB**

### **Public participation**

Mr Charles Todd, Mr James Adams and Mrs Pauline Reed spoke in objection to the application.

Ms Amanda Stobbs and Mr Tim Barton spoke in support of the application.

Cllr Pauline Lyons, Box Parish Council, spoke in objection to the application/  
Cllr Peter Anstey, Corsham Town Council, spoke in objection to the application.

The officer introduced the report which recommended permission be refused. He drew attention to the late observations circulated at the meeting which detailed a change to his recommendation, to deferral, as proposed changes substantially altered the submitted application. He took the committee through the substantive report before them which included details of fencing, CCTV and panel equipments. He drew attention to the bridleway and footpath on the site and the inclusion of an education area.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that panels would be sited to maximise efficiency. Screening methods would reduce reflection for traffic from the east. The application included details of proposed drainage which dealt with the natural flow of run off, and the proposed elephant grass screening had attenuation properties. The elephant grass would be cropped in parallel ten metre bands to ensure partial screening at all times, and being a rapidly growing crop it was anticipated to be at full height in ample time. The application did not include integral lighting for CCTV.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Dick Tonge then spoke in objection to the application, noting that the reasons for refusal given by the officer would not be overcome by deferring the item. The siting had not changed, neither had its setting in

terms of both immediate visual amenity and of the wider landscape as well as the setting and enjoyment of the Cotswolds ANOB

In the debate that followed the Committee noted the importance of acting in a reasonable manner and the high risks of not deferring. A request for a site visit was noted.

**Resolved:**

**The Committee deferred consideration of the application to a later committee meeting to allow for revised information to be taken into account.**

**84 13/01296/FUL - Land Adjacent to Sedgewick House, Old Hardenhuish Road, Chippenham, Wiltshire, SN14 6HH**

**Public participation**

Mr John Tucker, Mrs Karen Tucker and Mr Matthew Stephen spoke in objection to the application.

Mr Alex Jaggard spoke in support of the application.

Cllr Andy Phillips, Chippenham Town Council, spoke in objection to the application.

The officer introduced the report which recommended to delegate to the Area Development Manager to grant permission subject to the signing of a Section 106 agreement and conditions. He noted that no construction would take place in root protection zones and the design was not out of keeping as there was no strong local style.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that the brook was not within the application site. The application had stated there was rights of access to the site however this was a civil matter. No objections had been received on highways or drainage grounds. Two tree preservation orders existed on the site, and a construction method statement added.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Nina Phillips then spoke in objection to the application.

In the debate that followed the Committee highlighted the need for construction traffic to access the site through Sedgewick House.

**Resolved:**

**The Committee delegated to the Area Development Manager to GRANT planning permission, subject the signing of a Section 106 agreement and subject to the following conditions:**

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

- 3. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:**
  - (a) indications of all existing trees and hedgerows on the land;**
  - (b) details of any to be retained, together with measures for their protection in the course of development;**
  - (c) all species, planting sizes and planting densities, spread of all trees and hedgerows within or overhanging the site, in relation to the proposed buildings, roads, and other works;**
  - (d) finished levels and contours;**
  - (e) means of enclosure;**
  - (f) hard surfacing materials;**

**REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.**

- 4. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size**

and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

5.

- (a) No retained tree shall be cut down, uprooted or destroyed, nor shall any retained tree be topped or lopped other than in accordance with the approved plans and particulars, without the prior written approval of the Local Planning Authority. Any topping or lopping approved shall be carried out in accordance with British Standard 3998 (Tree Work).
- (b) If any retained tree is removed, uprooted or destroyed or dies, another tree shall be planted at the same place and that tree shall be of such size and species and shall be planted at such time, as may be specified in writing by the Local Planning Authority.
- (c) No equipment, machinery or materials shall be brought on to the site for the purpose of the development, until a scheme showing the exact position of protective fencing to enclose all retained trees beyond the outer edge of the overhang of their branches in accordance with British Standard 5837 (2005): Trees in Relation to Construction, has been submitted to and approved in writing by the Local Planning Authority, and; the protective fencing has been erected in accordance with the approved details. This fencing shall be maintained until all equipment, machinery and surplus materials have been removed from the site. Nothing shall be stored or placed in any area fenced in accordance with this condition and the ground levels within those areas shall not be altered, nor shall any excavation be made, without the prior written consent of the Local Planning Authority.

In this condition “retained tree” means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs (a) and (b) above shall have effect until the expiration of five years from the first occupation or the completion of the development, whichever is the later.

**REASON:** To enable the Local Planning Authority to ensure the retention of trees on the site in the interests of visual amenity.

6. The existing hedge between Nos 12 and 14 Bythebrook and the application site shall not be removed and shall be retained at a height of at least 3:00 metres. Should any section of the hedge be removed or die it shall be replaced with appropriate planting during the next planting season.

**REASON:** To preserve the visual amenity and privacy of the development.

7. Prior to the commencement of development details of any proposed retaining walls to be built on the site shall be submitted to and approved in writing by the local planning authority and implemented and maintained strictly in accordance with the approved plans.

**REASON:** To safeguard the visual amenity of the area and in the interests of highways safety.

8. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), the garage(s) hereby permitted shall not be converted to habitable accommodation.

**REASON:** To safeguard the amenities and character of the area and in the interest of highway safety.

9. No part of the development hereby permitted shall be first brought into use/occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

**REASON:** In the interests of highway safety.

10. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first first occupied until surface water drainage has been constructed in accordance with the approved scheme.

**REASON:** To ensure that the development can be adequately drained.

**11. The development hereby permitted shall be carried out in accordance with the approved Flood Risk assessment dated September 2012 by PBA and the following mitigation measures detailed in the FRA:**

- 1. Finished floor levels are set no lower than 68.25 above Ordnance Datum (AOD)**

**The mitigation measures shall be fully implemented prior to occupation and subsequently in accordance with the timing/phasing arrangements embodied within the scheme.**

**REASON: To reduce the risk of flooding to the proposed development and future occupants.**

**12. No development shall commence on site until details of the works for the disposal of sewerage have been submitted to and approved in writing by the Local Planning Authority. No dwelling shall be first occupied until the approved sewerage details have been fully implemented in accordance with the approved plans.**

**REASON: To ensure that the proposal is provided with a satisfactory means of drainage.**

**13. The mitigation measures in paragraphs 5.4 and 5.6 of the approved Ecological Assessment prepared by BSG Ecology and received 8th May 2013 shall be carried out in full prior to the first occupation of the development and/or in accordance with the timetable detailed in the Ecological assessment.**

**REASON: To mitigate against the loss of existing biodiversity and natural habitats.**

**14. No development shall be undertaken within 8 metres of the bank of the Hardenhuish brook which would restrict access for the purposes of maintenance by the water authority.**

**REASON: To safeguard access for maintenance of the watercourse.**

**15. No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:**

- a) the parking of vehicles of site operatives and visitors;**
- b) loading and unloading of plant and materials;**

- c) storage of plant and materials used in constructing the development;
- d) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
- e) wheel washing facilities;
- f) measures to control the emission of dust and dirt during construction;
- g) a scheme for recycling/disposing of waste resulting from demolition and construction works;
- h) measures for the protection of the natural environment;
- i) hours of construction, including deliveries; and
- j) construction traffic may only access the site from Old Hardenhuish Lane via the entrance to Sedgwick House;

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be adhered to throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement without the prior written permission of the Local Planning Authority.

**REASON:** To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

16. Prior to the occupation of the development the proposed dwellings an area from which refuse bins can be collected shall be agreed in writing by the local planning authority.

**REASON:** In the interests of public and visual amenity.

17. Notwithstanding the submitted plans planning permission is not granted by this decision for the erection of gates at the proposed entrance to the site at Bythebrook.

**REASON:** In the interests of amenity and the appearance of the area.

#### **Informatives**

1. This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990.
2. The applicant should note that the grant of planning permission does not include any separate permission which may be needed to

**erect a structure in the vicinity of a public sewer. Such permission should be sought direct from Thames Water Utilities Ltd / Wessex Water Services Ltd. Buildings are not normally allowed within 3.0 metres of a Public Sewer although this may vary depending on the size, depth, strategic importance, available access and the ground conditions appertaining to the sewer in question.**

- 3. The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.**

**If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.**

**85 14/03183/FUL - Blackberry Pond, Chelworth Road, Cricklade, SN6 6HD**

### **Public participation**

Cllr John Coole, Cricklade Town Council spoke in objection to the application.

The officer introduced the report which recommended to delegate to the Area Development Manager to grant permission subject to the signing of a Section 106 agreement and conditions. Ongoing enforcement matters were to be set aside, and they were satisfied there was agricultural activity on the site and the application was appropriate.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that a condition could be added to remove the existing building and debris cleared from the site before work commenced. There was no need to condition it as an agricultural building as any work not detailed within the application would need further planning permission. Access to the site had been considered as part of the permission previously granted for the stables and the additional building would not increase traffic movement. It was not possible to use this application to enforce on other outstanding matters.

Members of the public then addressed the Committee as detailed above.

The local member was not in attendance.

In the debate that followed the Committee highlighted the need to add a condition to remove the existing building and debris cleared from site before work commenced.

**Resolved:**

**The Committee granted planning permission subject to the following conditions:**

**WA1 – Full Planning Permission**

**The building hereby permitted shall be used for the purposes of Agriculture as defined in Section 336 of the Town and Country Planning Act 1990.**

**REASON: To define the permission.**

**WM6 – Disposal of waste / manure**

**No development shall commence on site until details for the storage of manure and soiled bedding (including the location of such storage) and its disposal from site (including frequency) have been submitted to and approved in writing by the Local Planning Authority. Before the development is first brought into use, the works for such storage and disposal shall be completed in accordance with the approved details and shall subsequently be maintained in accordance with the approved details. No storage of manure and soiled bedding shall take place outside of the storage area approved under this condition.**

**REASON: In the interests of public health and safety, in order to protect the natural environment and prevent pollution.**

**WM9 – No portable structures**

**No portable buildings, van bodies, trailers, vehicles or other structures used for storage, shelter, rest or refreshment, shall be stationed on the site without the prior approval in writing of the Local Planning Authority.**

**REASON: In order to protect the living conditions of nearby residents and/or the rural character of the area.**

**When the solar panels hereby permitted cease to be operational for a continuous period of 12 months (or such period as may otherwise be agreed in writing by the local planning authority), all the components relating to the solar panels shall be removed from the building.**

**REASON: In the interest of visual amenity and the character and appearance of the area in accordance with policies C3, NE15 and NE16 of the North Wiltshire Local Plan 2011.**

### **WM13 – Approved plans**

- **JM30 – Plans and elevations**
- **JM20 – Layout plan**
- **JM10 – Site plan**

**All date stamped 19th March 2014**

### **WA12 - Demolition**

**No construction works shall commence on site until the existing building identified to be removed on the approved plans has been permanently demolished and all of the demolition materials and debris resulting there from has been removed from the site.**

**REASON: In the interests of the character and appearance of the area and neighbouring amenities.**

### **INFORMATIVES**

**There is currently a caravan, septic tank and a metal container on site and a hard surfaced area. The applicant is reminded that these do not benefit from planning permission and are not included as part of this planning application. An enforcement notice has been issued in relation to these.**

86 **14/04152/FUL - 26 High Street, Sutton Benger, Chippenham, Wiltshire, SN15 4RF**

### **Public participation**

Mr Ian Rea spoke in support of the application.

The officer introduced the report which recommended that planning permission be refused. He explained that that as the post office function had moved +the application was to split and create 2 units, meaning there would be three dwellings on a site previously occupied by one. The previous reason for refusal had gone, however it was considered that the saturation and intensity was beyond the acceptable threshold of acceptable amenity space.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that the height increase had been granted in a previous permission.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Greenman then spoke in support of the application.

A motion to delegate to the Area Development Manager to grant planning permission subject to the signing of a Section 106 Agreement and conditions was seconded.

In the debate that followed the Committee discussed the layout and whether it was detrimental to the residential amenity of existing, future and neighbouring occupiers and character and appearance of the conservation area.

**RESOLVED:**

**The Committee delegated to the Area Development Manager to grant planning permission, subject to completion of a S106 agreement in respect of off-site public open space contributions and the following conditions:**

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the buildings or the completion of the development, whichever is the sooner. All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.**

**REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.**

- 3. No part of the development hereby permitted shall be first occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.**

**REASON: In the interests of highway safety.**

4. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending those Orders with or without modification), no development within Part 1, Classes A-H shall take place on the dwellinghouses hereby permitted or within their curtilage.

**REASON:** In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

5. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

**REASON:** To ensure that the development can be adequately drained.

6. The development hereby permitted shall be carried out in accordance with the following approved plans:

**A1/12/10/04 rev B - Proposed Ground Floor Plan/Proposed Rafter Plan/Proposed Elevations**

**A1/12/10/05 rev A - Proposed Section A-A/Proposed Section B-B**

**A1/12/10/06 rev A - Proposed Site Plan/Proposed Boundary Wall Section**

**A1/12/10/07 rev A - Proposed Site Elevations**

**A1/12/10/08 - Proposed Ground Floor Plan/Proposed Second Floor Plan/Proposed Elevations**

**A1/12/10/09 - Proposed Section A-A/Proposed Section B-B**

**Received 25 April 2014**

**REASON:** For the avoidance of doubt and in the interests of proper planning.

**INFORMATIVE TO APPLICANT:**

1. Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

**INFORMATIVE TO APPLICANT:**

- 2. This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated the [INSERT].**

**INFORMATIVE TO APPLICANT:**

- 3. The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent**

87 **14/05122/FUL - The Kingfisher, Hungerdown Lane, Chippenham, Wiltshire SN14 0JL**

**Public participation**

Mr Nick Charlton and Mr Lloyd Stephens spoke in support of the application.

The officer introduced the report which recommended that permission be delegated to the Area Development Manager to grant subject to the signing of a Section 106 agreement and conditions. He noted that this was a resubmission of a previous application which addressed privacy concerns and the relationship with Hungerdown Lane. Parking for the pub had also been reconfigured and met the required standards.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that a disabled bay had been allocated closest to the pub entrance. Although the car park bays was not presently painted, there would be marked bays up to the required standard.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Hutton then addressed the Committee, highlighted that the engagement with the community had not happened and that he did not support an application for three residential units.

A motion to refuse planning permission on the grounds over overdevelopment of the site, it's scale, mass, design and density failing to accord with Policy C3(i) of the adopted North Wiltshire Plan 2011 was moved but was not seconded and therefore fell.

In the debate that followed the Committee highlighted the need to have clear signage in the pub car park restricting its use to patrons and to add an informative encouraging public engagement.

**Resolved:**

**The Committee delegated authority to the Area Development Manager to grant planning permission subject to the signing of a Section 106 agreement with the following heads of terms:**

- **£17,460 in offsite Open Space Contribution to be used to upgrade facilities at Little Battens Recreation Ground**

**and subject to the following conditions:**

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

- 3. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:**
  - a) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;**
  - b) finished levels and contours;**
  - c) all hard and soft surfacing materials, including refuse and other storage units.**
  - d) means of enclosure**
  - e) Signage details, including size, design and location clearly stating 'parking for patrons only'**

**REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.**

- 4. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of any dwelling or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from**

weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

5. No part of the development hereby permitted shall be first brought into use/occupied until the access, and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

**REASON:** In the interests of highway safety.

6. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions to, or extensions or enlargements of any building forming part of the development hereby permitted.

**REASON:** In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

7. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no window, dormer window or rooflight, other than those shown on the approved plans, shall be inserted in the roofslopes of the development hereby permitted.

**REASON:** In the interests of residential amenity and privacy.

8. The development hereby permitted shall be carried out in accordance with the following approved plans:

Drg No: 1011 Revision E

**Drg No: 3010 Revision C  
Drg No: 3011 Revision B  
Drg No: 5010 Revision B  
Drg No: 5011 Revision B  
Drg No: 5012 Revision B**

**REASON:** For the avoidance of doubt and in the interests of proper planning.

**INFORMATIVE TO APPLICANT:**

The applicant should note that the grant of planning permission does not include any separate permission which may be needed to erect a structure in the vicinity of a public sewer. Such permission should be sought direct from Thames Water Utilities Ltd / Wessex Water Services Ltd. Buildings are not normally allowed within 3.0 metres of a Public Sewer although this may vary depending on the size, depth, strategic importance, available access and the ground conditions appertaining to the sewer in question.

**INFORMATIVE TO APPLICANT:**

Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

**INFORMATIVE TO APPLICANT:**

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

**INFORMATIVE TO APPLICANT:**

Prior to the commencement of development on site the owner should lease with local residents and set out how disruption, during the construction and development phase, will be kept to a minimum.

Cllr Hutton asked for his vote against delegating to the Area Development Manager to grant planning permission subject to the signing of a Section 106 Agreement and conditions to be recorded.

**88 Urgent Items**

There were no urgent items.

(Duration of meeting: 6.05 - 8.50 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948, e-mail [kirsty.butcher@wiltshire.gov.uk](mailto:kirsty.butcher@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## **NORTHERN AREA PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING  
HELD ON 27 AUGUST 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES,  
MONKTON PARK, CHIPPENHAM, SN15 1ER.**

**Present:**

Cllr Glenis Ansell (Substitute), Cllr Christine Crisp, Cllr Mollie Groom,  
Cllr Peter Hutton (Vice-Chair), Cllr Simon Killane, Cllr Sheila Parker,  
Cllr Toby Sturgis, Cllr Tony Trotman (Chairman), Cllr Nick Watts (Substitute) and  
Cllr Philip Whalley

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**89 Apologies**

Apologies were received from Cllr Packard, Cllr Marshall and Cllr Hurst.

Cllr Packard was substituted by Cllr Watts.

Cllr Marshall was substituted by Cllr Ansell.

**90 Minutes of the Previous Meeting**

The minutes of the meeting held on 16 July 2014 were presented.

**Resolved:**

**To approve as a true and correct record and sign the minutes.**

**91 Declarations of Interest**

There were no declarations of interest.

**92 Chairman's Announcements**

There were no Chairman's announcements.

**93 Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

94 **Planning Applications**

The Committee considered the following applications:

95 **14/04177/OUT - Land at Former Blounts Court Nursery, Studley Lane, Studley, Wiltshire, SN11 9NQ**

Mrs Janet Robbins, Mr Andrew Emerson, and Mr Martin Cleverley spoke in objection to the application.

Mr Julian Sayers and Mr Peter Lawson spoke in support of the application.

Cllr Richard French, Calne Without Parish Council, spoke in objection to the application.

The officer drew attention to late observations provided and the key points, available as Agenda Supplement 1. The officer introduced the report which recommended to delegate authority to grant planning permission to the Area Development Manager, subject to the signing of a Section 106 agreement, planning conditions and the additional heads of term prescribed in the Agenda Supplement.

A site plan was shown, alongside a site description including existing planning permission. It was highlighted the current application was an outline planning application for up to 28 dwellings, as such, the layout of units displayed was only indicative, used to demonstrate that the number of units and amenity space could be accommodated adequately.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that an increase in the number of dwellings above 28 would require a new planning application. Questions were raised concerning the central square shown on the indicative layout, it was noted that details of landscaping would be finalised at a reserved matters stage if the application was delegated. The officer confirmed the substantial tree belt would be remaining as part of the scheme.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Crisp spoke in opposition to the application, raising concerns that it would not comply with the North Wiltshire Local Plan and would threaten the economic development of the nearby saw mill.

In the debate that followed the Committee noted the need for housing, the land as a brownfield site and the less harmful effect of residential development compared to commercial development. However, concerns were raised over the

conflict of the development with business and highways, notably issues of safety as amenities were located across a 60mph road.

**Resolved:**

**To REFUSE the application for the following reason:**

**The proposed development is in the countryside, outside the framework boundary of Derry Hill & Studley where residential development is not acceptable under Policy H4 of the North Wiltshire Local Plan 2011. The Council have a 5 year land supply and there are no material considerations in terms of benefits that could be delivered via this proposal, which outweigh the development plan policies. The location outside the framework boundary for Derry Hill & Studley also conflicts with CP1, CP2 & CP8 of the Emerging WCS Submission Draft as proposed to be amended April 2014. Furthermore, the development, being outside of the framework boundary is remote from local employment and services and conflicts with policy C1 & C3 (vi) of the North Wiltshire Local Plan 2011 and paragraphs 14, 17, 47 & 49 of the NPPF.**

**The proposed development by virtue of its siting, location beyond the framework boundary and proposed acoustic fencing will result in a development that is at odds with the scale and character of the area that would result in an urban feature within the open countryside resulting in significant and demonstrable harm and thereby contrary to policies NE15 and C3 (i) of the North Wiltshire Local Plan and paragraphs 17, 56 & 64 of the NPPF.**

**The proposed development does not make any provisions for securing affordable housing on the site or financial contributions towards education provision in the locality or financial contributions towards public transport, highway improvements, the on-going provision and maintenance of open space on the site, and indoor leisure provision contrary to policy C2 of the North Wiltshire Local Plan and policies CP3 and CP43 of the Emerging WCS Submission Draft as proposed to be amended April 2014.**

96 **14/05594/VAR - 2a Silver Street, Malmesbury, Wiltshire, SN16 9BU**

Mr Mark Willis, Mr Laurence Mussett and Cllr Roger Budgen, Malmesbury Residents' Association, spoke in objection to the application.

Cllr John Gundry, Malmesbury Town Council, spoke in objection to the application.

The officer introduced the report which recommended to grant planning permission to remove Condition 4 of 00/01929/COU in order to allow the sale of take away food from the premises subject to conditions. A description of the

business and the locality was given and it was noted that no concerns had been raised from Highways, Environmental Health and Public Protection. Photographs of the roads, parking restrictions and car parking facilities nearby were shown.

No technical questions were asked.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Killane, spoke in support of the application, describing it would be in keeping with the business area of the market town, with other takeaways nearby, and would help to support the viability of the restaurant. Cllr Killane stressed the close proximity of a car park nearby, however acknowledged concerns surrounding illegal parking and supported the opportunity for residents to voice their opinions.

In the debate that followed the Committee discussed illegal parking and littering concerns however it was emphasised that these were not planning considerations and the point was made that this was not an application for change of use, the business would have to remain a restaurant.

**Resolved:**

**To GRANT planning permission to remove Condition 4 of 00/01929/COU in order to allow the sale of take away food from the premises subject to the following conditions:**

- 1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2) The development hereby permitted shall be carried out in accordance with the documents (including plans) incorporated into this decision, and subsequently approved pursuant to this decision (if applicable), unless otherwise approved by the local planning authority in the form of a new application**

**REASON: To ensure that the development is implemented in accordance with this decision in the interests of public amenity.**

- 3) The ground floor of 2A Silver Street shall not be open to customers before 08:00 hours nor after 23:30 hours and the first floor before 10:00 hours nor after 22:00 on any day for the use hereby permitted unless otherwise agreed the Local Planning Authority in the form of a new application.**

**REASON: In the interests of the amenity of the area.**

**INFORMATIVE TO APPLICANT: The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.**

**INFORMATIVE TO APPLICANT: Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.**

97 **14/05686/OUT - Land to the South of Potley Lane, Corsham**

Mr Thomas Rumble spoke in support of the application.

The officer called attention to the late observations available as Agenda Supplement 1 and took the Committee through the report which recommended to delegate authority to grant planning permission to the Area Development Manager, subject to the signing of a Section 106 agreement with heads of terms, planning conditions and the additional heads of terms and conditions prescribed in Agenda Supplement 1.

The Committee was reminded that it was only an outline application and no objections had been received from Highways, subject to conditions. It was emphasised that the site was in the settlement boundary of Corsham, was no longer required to be used as commercial development and the application was in agreement with the North Wiltshire District Plan and the Core Strategy. The officer emphasized that the application was for up to 64 dwellings, as specified in Agenda Supplement 1.

No technical questions were asked.

Members of the public addressed the Committee as detailed above.

The local member, Cllr Whalley, noted concerns relating to traffic and pedestrian safety, emergency vehicle access, noise and ecology on behalf of local residents and commented that whilst helping to meet the housing target it was unfortunate that it was a greenfield site.

In the debate that followed the Committee noted there was no evidence to justify deferral and confirmed the need to add a condition to the application concerning the orientation of houses

**Resolved:**

**To DELEGATE to the Area Development Manager to grant planning permission, subject to the signing of a Section 106 agreement with the following heads of terms:**

- **30% affordable housing;**
- **On-site provision of 4224m<sup>2</sup> of adoptable open space, of which 384m<sup>2</sup> allocated as specific play provision, to be subject to a commuted fee to cover maintenance;**
- **Off-site financial contribution of £16,902 to satisfy the Sport and Recreation requirement of Planning Policy C2;**
- **£3,332 towards a new Cemetery in Corsham;**
- **A sum of £301824 towards primary education infrastructure and £248092 towards secondary education infrastructure. However, the assessment is specific to the site location, housing number and mix supplied, and any changes to these would necessitate a new assessment;**
- **Sustainable transport contribution towards walking and cycling improvements. £1,500 per unit;**
- **£19,200 commuted to the Council's arts service to manage the art and design process and programme;**
- **A sum of £8,000 to be paid and held in accordance with drawing ITB7141-SK-009 titled 'potential additional footways' for provision of footway and including land to be safeguarded for provision;**
- **A sum of £10,000 towards the upgrading of the bus stop (known as Potley, The Estate) improvements including bus shelter and raised kerb.**

**and subject to the following conditions:**

- 1) The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

**REASON:** To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2) No development shall commence on site until details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:
  - a) The scale of the development;
  - b) The layout of the development;
  - c) The external appearance of the development;
  - d) The landscaping of the site;

The development shall be carried out in accordance with the approved details.

**REASON:** The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

- 3) An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

**REASON:** To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

- 4) All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the buildings or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in

accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 5) The development shall not be commenced until a foul water drainage strategy is submitted and approved in writing by the local Planning Authority in consultation with Wessex Water acting as the sewerage undertaker.

A drainage scheme shall include appropriate arrangements for the agreed points of connection and the capacity improvements required to serve the proposed development phasing.

The drainage scheme shall be completed in accordance with the approved details and to a timetable agreed with the local planning authority.

**REASON:** To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding to downstream property

- 6) No development approved by this permission shall be commenced until a detailed surface water management scheme, together with supporting calculations, has been submitted to, and approved in writing by the Local Planning Authority. The submitted details shall clarify the intended future ownership and maintenance for all drainage works serving the site. The approved scheme shall be implemented and maintained in accordance with the approved programme and details.

**REASON:** To prevent any increased risk of surface water flooding.

- 7) Any swales or other surface water storage elements shall not be sited within Flood Zones 3 or 2 or any other area prone to flooding. There shall be no landscaping or other works within Flood Zones 3 or 2. There shall be no landscaping or other works on land below 85.0mAOD as shown on the Site Topography drawing (Figure 3) within the FRA.

**REASON:** To prevent any increased risk of flooding. The precautionary figure of 85.0mAOD is given as the submitted FRA does not include any

**estimate of the present day or future (i.e. including climate change) 1 in 100 year flood level.**

- 8) If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.**

**REASON: To protect controlled waters from pollution.**

- 9) No development approved by this permission shall be commenced until a Construction Environmental Management Plan, incorporating pollution prevention measures, has been submitted to and approved by the Local Planning Authority. The plan shall subsequently be implemented in accordance with the approved details and agreed timetable.**

**REASON: To prevent pollution of the water environment**

- 10) An Urban Design and Landscape Framework Plan for the development of the site hereby permitted shall be submitted to the local planning authority no later than the first submission for approval of any of the reserved matters and shall be approved in writing by the local planning authority. The Urban Design and Landscape Framework Plan shall include details of:**

- a) The location, orientation and heights of buildings;**
- b) The format of the public realm, including all routes and spaces and the location of children's play areas;**
- c) The location of open spaces available to the public, including their function and means of maintenance access;**
- d) Tree and hedgerow protection plan;**
- e) Landscaping details including planting plans, species and density of planting;**
- f) Hard and soft landscaping details;**
- g) Materials to be used in the construction of the dwellings;**
- h) Plan for the upgrade of footpath CORM56 and link to the internal road network at the southern end of the site.**

**Development shall be carried out in accordance with the approved Urban Design and Landscape Framework Plan.**

**REASON: For the avoidance and in the interest of proper planning.**

**11)The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least base course level between the dwelling and existing highway.**

**REASON: To ensure that the development is served by an adequate means of access.**

**12)No part of the development hereby permitted shall be occupied until the access, footways and crossing point has been completed in accordance with the details shown on the approved plans ITB7141-SK-007RevA titled “Site Access – Avoiding Trees – option 4” and ITB7141-SK-008 titled ‘emergency access’. The areas shall be maintained for those purposes at all times thereafter.**

**REASON: In the interests of highway safety.**

**13)No part of the development shall be first occupied, until the visibility splays shown on the approved plans ITB7141-SK-007RevA titled “Site Access – Avoiding Trees – option 4” have been provided with no obstruction to visibility at or above a height of 0.6 above the nearside carriageway level. The visibility splays shall be maintained free of obstruction at all times thereafter.**

**REASON: In the interests of highway safety.**

**14)No development shall commence on site until details of the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture, including the timetable for provision of such works, have been submitted to and approved by the Local Planning Authority. The development shall not be occupied until the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and**

street furniture have all been constructed and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.

**REASON:** To ensure that the roads are laid out and constructed in a satisfactory manner.

15) No more than 64 dwellings shall be developed on the application site edged red on the submitted Site Plan.

**REASON:** For the avoidance and in the interest of proper planning

16) The layout of the proposed development hereby permitted shall be broadly in accordance with plan number CSa/1867/106 Revision F.

**REASON:** For the avoidance and in the interest of proper planning

**INFORMATIVE TO APPLICANT:** Please be advised that nothing in this permission shall authorise the diversion, obstruction, or stopping up of any right of way that crosses the site.

**INFORMATIVE TO APPLICANT:** The consent hereby granted shall not be construed as authority to carry out works on the highway. The applicant is advised that a license may be required from Wiltshire's Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway.

**INFORMATIVE TO APPLICANT:** Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

98 **Urgent Items**

There were no urgent items.

(Duration of meeting: 6.00 - 8.00 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail [elizabeth.beale@wiltshire.gov.uk](mailto:elizabeth.beale@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115



## **NORTHERN AREA PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING  
HELD ON 17 SEPTEMBER 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES,  
MONKTON PARK, CHIPPENHAM, SN15 1ER.**

**Present:**

Cllr Chris Hurst, Cllr Peter Hutton (Vice-Chair), Cllr Simon Killane, Cllr Howard Marshall, Cllr Mark Packard, Cllr Sheila Parker, Cllr Toby Sturgis, Cllr Tony Trotman (Chairman) and Cllr Philip Whalley

**Also Present:**

Cllr Dick Tonge

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99 **Apologies**

Apologies were received from Cllr Christine Crisp and Cllr Mollie Groom

100 **Minutes of the Previous Meeting**

The minutes of the meeting held on 27 August 2014 were presented.

**Resolved:**

**To approve as a true and correct record and sign the minutes.**

101 **Declarations of Interest**

There were no declarations of interest.

102 **Chairman's Announcements**

It was explained that due to access problems into the building a move to afternoon meetings was necessitated and the Chairman requested feedback on this time change.

It was noted that the next meeting on 8 October 2014 would start at 3pm.

103 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

104 **Planning Applications**

105 **14/03084/FUL Land East of Manor Farm, Wadswick, Box, Corsham, Wiltshire, SN13 8JB**

Mr Charles Todd, Mr James Adam and Mrs Pauline Reed spoke in objection to the application.

Mr Graham Webb, Mr Tim Barton and Mr James Walker spoke in support of the application.

Cllr Pauline Lyons, Box Parish Council, spoke in objection to the application.

Cllr Peter Anstey, Corsham Town Council, spoke in objection to the application.

The officer introduced the report which recommended that planning permission be refused. A site plan was shown, highlighting its differences from a previous submission by the applicant by way of scaling back the solar panels and a difference in visual screening. Details of the permissive rights of way, trees, walls, CCTV fence treatment, substations and the maximum height of solar panels on the proposed site were explained. Photographs of the site and its boundaries were presented. The officer commented that this was a finely balanced decision and that members had undertaken a site visit.

The Committee then had the opportunity to ask technical questions of the officer and it was confirmed that energy created from the solar park would be delivered to the local community. The location of a permissible bridleway in relation to the boundary line was discussed.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Dick Tonge, spoke in objection to the application.

In the debate that followed it was noted that the merits of the application were finely balanced since the Council supports renewable energy provision but must consider negative impacts of the application. Concerns were raised over the location of the site near an Area of Outstanding Natural Beauty (AONB) and its aesthetic implications. The amendments made by the applicant to improve the aesthetic impact of the site were acknowledged and it was suggested that they mitigated negatives of the development. The need to embrace renewable energy sources was supported by the Committee.

**Resolved:**

**To GRANT planning permission for the following reason:**

**The proposed development, by reason of its siting, appearance and local perception, will conserve the character and appearance of the site and its setting and by extension will not compromise the enjoyment of the Cotswolds AONB or local built heritage, such that any harm associated with the proposal is outweighed by its benefits and support in principle.**

**The proposal therefore conforms with Policies C3, NE4, NE15, NE16 and BD7 of the adopted North Wiltshire Local Plan 2011, and the objectives of Paragraphs 98, 109, 115, 134 and 135 of the National Planning Policy Framework and Paragraph 13 of National Planning Practice Guidance section 'Renewable and low carbon energy'.**

**And to DEFER to the next meeting of the Committee the subsequent consideration and approval of conditions to be recommended by Officers.**

106 **14/04012/FUL Royal Arthur Park Westwells Corsham Wiltshire SN13 9SF**

The officer presented the report which recommended that planning permission be granted, subject to conditions. A site plan showing the proposed access track and greenbelt land was presented alongside photographs of the existing access track, tree belt and illustrative images of the proposed track. A slide highlighting public rights of way was also presented. It was explained that the new access road would be designed for residents of the care home, flats and their visitors to use as opposed to access via the existing route through an industrial area. The officer drew attention to the agenda supplement which detailed a new condition to be considered should planning permission be granted.

The Committee then had the opportunity to ask technical questions of officers and it was confirmed that there had not been an application for lighting along the track. The planning officer explained that, to make the track as less intrusive as possible, the road surface would be gravel which would only withstand light use of the road. Concerns were raised over the enforceability of the additional condition to limit the use of the track.

The local member, Cllr Dick Tonge expressed concern over the extent of use of the proposed access road, suggesting that, unless there was enforcement with regard to use of the road, this could cause problems in the future and impact local residents.

In the debate that followed attention was brought to recommendations in the emerging Core Strategy and to support the viability of this commercial development on brownfield site. Members considered the potential number of vehicles to use the access road and methods to limit high usage.

**Resolved:**

**To GRANT planning permission subject to the following conditions:**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

**REASON:** To comply with Section 91 of the Town and Country Planning Act 1990.

2. The development hereby permitted shall be carried out strictly in accordance with the following approved plans and documents subject to such minor amendments to the development as may be approved in writing under this condition by the local planning authority. Plans:

- Location plan
- Site Plan
- Illustrative View 1
- Illustrative View 2
- Illustrative View 3
- Proposed Road revised plan 14.1558 L(0)04 (received 20/06/14)
- Traffic Impact of New Road (prepared by Hydrok reference C14653)(dated 08/08/14)
- Design and Access Statement

All date stamped 14/04/14, unless otherwise stated.

**REASON:** To ensure that the development is implemented in accordance with this decision in the interests of public amenity, but also to allow for the approval of minor variations which do not materially affect the permission.

3. No development shall take place on site until details of the proposed construction specification for the access road shall be submitted to, and approved in writing, by the local planning authority. The access road shall be constructed in complete accordance with those details approved.

**REASON:** In the interests of highway safety and accessibility as well as ensuring the development is of a form that is appropriate to the rural landscape.

4. No development shall take place on site on site until details of signs to be erected at each end of the proposed access track restricting its use to cars and light vehicles only shall be submitted to, and approved in writing, by the local planning authority. The signs shall

be erected prior to the first use of the proposed access and maintained at all times thereafter.

**REASON:** In the interests of highway safety

5. No development shall take place on site until full and complete details of the passing places to be created shall have been submitted to and agreed in writing by the Local Planning Authority. Details shall include the number, positioning as well as their dimensions and construction. Development shall be carried out in complete accordance with the details so agreed.

**REASON:** In the interests of highway safety

6. Notwithstanding the submitted plans, no development shall take place until full and complete details of the intended treatment and precise routing of the access track in relation to the Public Right of Way, which also crosses the site, have been submitted to and agreed in writing by the Local Planning Authority. Development shall be carried out in complete accordance with the details so agreed.

**REASON:** So as to ensure the access track does not impede or in any way unacceptable interfere with the Public Right of Way.

7. Prior to their first installation, full and complete details of the gate and kissing gate to Roundwood cottage as well as metal estate style fencing to be installed (as suggested on the submitted plan reference 14.1558 L(0)04). The approved scheme shall be carried out in complete accordance with the detail so agreed.

**REASON:** In the interests of amenity and to ensure a form of development that is appropriate to the landscape.

8. Prior to its construction, full and complete details of the natural stone walls to be erected at Roundwood Cottage and at the entrance (including proposed bin store) shall have been submitted to and agreed in writing by the Local Planning Authority. Development shall be carried out in complete accordance with those details so agreed.

**REASON:** In the interests of amenity and to ensure a form of development that is appropriate to the landscape.

9. No form of lighting shall be installed on the site or in associated with the new access track or entrance unless otherwise agreed in writing in the form of a separate planning permission in that regard.

**REASON: In the interests of amenity as well as impact on the landscape and nature conservation.**

**10. As set out within the submitted Hydrock Traffic Impact statement and Design and Access Statement, the new access and track hereby granted planning permission shall only be used only by residents of and visitors to the Royal Arthur Park retirement community as well as traffic associated with the existing Roundwood Cottage. All delivery and staff vehicles associated with the Royal Arthur Park retirement community shall continue to make use of the existing access from Westwells Road.**

**In accordance with this condition and, prior to the laying of the new access track, a detailed scheme to control the use of the new track shall have been submitted to and agreed in writing by the Local Planning Authority. Such a scheme shall include some form of controlled access gate/barrier type arrangement so as to confine its use to residents and visitors only. In particular, the scheme shall also prohibit the use of the Royal Arthur Park site as a short-cut route between the Westwells Road and Bradford Road entrances. The access track and gate/barrier shall be installed, used and operated in complete accordance with the detailed scheme so agreed.**

**REASON: For the avoidance of doubt and so as to ensure the new access track remains limited in use and activity and thereby commensurate to its rural setting.**

107 **14/06724/FUL And 14/06854/LBC - The Stable Barn, Westfield Farm, Nettleton, Chippenham SN14 7PA**

Mr David Pearce spoke in support of the application.

Cllr David Kerr, Nettleton Parish Council, spoke in support of the application.

The officer introduced the report which recommended that planning permission and Listed Building Consent be refused. Attention was brought to late observations available in the agenda supplement and that this was a resubmission of a previous application with some minor alterations. A site plan, floor plan, illustrative drawings and details of the proposed elevations were shown. The officer expressed concerns over the impact of the application on the setting of the traditional farmstead and suggested new buildings would undermine the maintenance of a traditional heritage setting. The presentation concluded with the suggestion that the benefit of less noise from the M4 as a consequence of the building would be limited.

No technical questions were asked.

Members of the public then addressed the Committee as detailed above

Cllr Toby Sturgis spoke on behalf of the local member, Cllr Jane Scott OBE. It was stated that Cllr Scott was not aware of the history of the site when it was called in and Cllr Sturgis suggested the proposed building would remove the perception of the M4 from the garden.

In the debate that followed members stressed the importance of development to be in keeping with the traditional farmstead setting, citing the garage as unacceptable in size and appearance to the extent that it would be detrimental to the setting of the traditional farmstead.

**Resolved:**

**To REFUSE planning permission for the following reason:**

**The proposed garage & store, by reason of its overall height, bulk and scale, would result in a prominent and overbearing development in visual terms, which would have an adverse impact on the character and setting of the nearby curtilage listed building and heritage asset that it forms part of, open countryside and Area of Outstanding Natural Beauty. This is contrary to Policies C3, NE4, HE4, H8 & NE15 of the North Wilts Local Plan, CP57 & CP58 of the Emerging WCS Submission Draft and the NPPF.**

**The new access to the garage, by virtue of scale, design, form and positioning would result in inappropriate and harmful alterations that do not preserve or enhance a curtilage Listed Building and heritage asset and is contrary to Policy C3, H8 & HE4 of the North Wiltshire Local Plan 2011, CP57 & CP58 of the Emerging WCS Submission Draft and the NPPF**

**To REFUSE Listed Building Consent for the following reason:**

**It is considered that the siting and design of the proposed garage and its access and associated hard standing would have an adverse visual impact on the setting and character of curtilage listed building and heritage asset, and therefore the application conflicts with North Wiltshire Local Plan Policy HE4, CP57 & CP58 of the Emerging WCS Submission Draft, Paragraphs 131 and 132 of the National Planning Policy Framework, and S.16(2) of the Planning (Listed Building and Conservation Areas) Act 1990.**

108 **14/07264/FUL- 1 Chubb Close, Malmesbury, Wiltshire, SN16 9JW**

Mrs Susan Sills and Mr Nick Sills spoke in support of the application.

Cllr Roger Budgen, Malmesbury Town Council, spoke in support of the application.

The officer introduced the report which recommended that planning permission be refused. Illustrative drawings were used to convey the proposed garage extension. The officer suggested that this was a visually prominent site at the entrance to the close, the site itself was small and the proposed garage very large thus out of character with Chubb Close, prominent and harmful in this location. It was noted that Silver Birch trees on the site would be removed, subject to being replaced.

No technical questions were asked.

Members of the public then addressed the Committee as detailed above

The local member, Cllr Simon Killane spoke in support of the application.

Cllr Chris Hurst declared a non-pecuniary interest as a family member lived in Chubb Close and abstained from the vote.

In the debate that followed the Committee considered the location of the site at the entrance to Chubb Close and the size of the extension in relation to the host building.

**Resolved:**

**To REFUSE planning permission for the following reasons:**

**The proposed development would overwhelm the host dwelling appearing dominant over, rather than subservient to the host building. The scale, bulk and massing of the proposal would appear as an incongruous and harmful addition which would be exceptionally prominent in the locality and harmful to the residential character and appearance of the area. The proposal is considered to be contrary to Policies C3 and H8 of the North Wiltshire Local Plan and does not comply with paragraphs, 17, 55 and 56 of the National Planning Policy Framework and policy CP57 of the emerging Wiltshire Core Strategy (Submission Draft as proposed to be amended April 2014).**

109 **Urgent Items**

There were no urgent items.

(Duration of meeting: 6.00 - 8.35 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services,  
direct line 01225 718214, e-mail [elizabeth.beale@wiltshire.gov.uk](mailto:elizabeth.beale@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## **EASTERN AREA PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE EASTERN AREA PLANNING COMMITTEE MEETING HELD ON 7 AUGUST 2014 IN THE WESSEX ROOM - THE CORN EXCHANGE, MARKET PLACE, DEVIZES, SN10 1HS.**

**Present:**

Cllr Stewart Dobson, Cllr Peter Evans, Cllr Richard Gamble, Cllr Charles Howard (Chairman), Cllr Jerry Kunkler, Cllr Paul Oatway and Cllr Christopher Williams (Substitute)

**Also Present:**

Cllr Philip Whitehead

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**35. Apologies for Absence**

Apologies for absence were received from Councillor Mark Connolly.

Councillor Connolly was substituted by Councillor Chris Williams.

**36. Minutes of the Previous Meeting**

The minutes of the meeting held on 5 June 2014 were presented for consideration, and it was,

**Resolved:**

**To APPROVE as a true and correct record and sign the minutes.**

**37. Declarations of Interest**

There were no declarations of interest.

**38. Chairman's Announcements**

There were no announcements.

**39. Public Participation and Councillors' Questions**

The rules on public participation were noted. There were no questions or statements submitted.

#### 40. Planning Applications

The following applications were determined:

##### **40.1 14/02273/FUL Lower End Farm, Long Street, Marston, Devizes, SN10 5SL**

###### Public Participation

Philip Bellew spoke in objection to the application.

Simon Wheeler spoke in support of the application.

Tim Swinburn spoke in support of the application.

Mike White, spoke in support of the application.

Councillor Lucille Packer, spoke on behalf of Marston Parish Council.

The Senior Planning Officer introduced the application which recommended the application be granted. Key issues were stated to include principle of the development, whether the proposal would result in the loss of the best and most versatile agricultural land, the landscape, the cumulative impact of solar farm development in the locality, the historic environment, the use of local transport network, biodiversity, and residential amenity.

Members of the committee then had the opportunity to ask technical questions of the officer. Clarification was sought on what would happen at the end of the 30 years of use. It was explained that the development would revert to its original use or have to be reconsidered for permission if an extension was sought. Questions were asked on the location of access routes and the size of vehicles that would be using them. It was stated that the access routes had plenty of width and that suitable works had been asked to be carried out.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local member, Councillor Richard Gamble, then stated that while he had no specific objections to this proposal, he had concerns over the growing numbers of solar farm developments across the county and the lack of clear planning policy restraints on their development.

A debate followed where the impact of the loss of land on the community was discussed, along with what would happen if the full 30 years was not used. It was explained that within 6 months of non-use the development had to be reverted. Access to the site was discussed, and it was suggested that it should not be an insurmountable problem so long as the conditions requested by the local highway authority and set out in the report were accepted and adhered to.

At the conclusion of debate, it was,

**Resolved:**

That the planning permission be **GRANTED**, subject to the following conditions:

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

**REASON:** To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 The development hereby approved shall be discontinued and the land restored to its former condition on the expiry of 30 years from the date of this permission or within 6 months of the PV modules ceasing to be used, whichever is the sooner. This shall be carried out in accordance with a Decommissioning Plan to be submitted to and approved in writing by the Local Planning Authority prior to the commencement of decommissioning; unless before that date planning permission has been sought and granted for the retention of these structures for an extended period of time.

**REASON:** In the interests of amenity and the circumstances of the use.

- 3 The substation and inverter housing shall be painted in 14-C-39 Green BS4800 (Holly Green) gelcoat finish.

**REASON:** In the interests of visual amenity and the character and appearance of the open countryside.

- 4 The proposed security fencing should be rural deer proof fencing, timber post and agricultural galvanised stock netting.

**REASON:** In the interests of visual amenity and the character and appearance of the open countryside.

- 5 No development shall commence on site until a landscape management plan, including long-term design objectives, management responsibilities and maintenance schedules for all landscape areas has been submitted to and approved in writing by the Local Planning Authority. The landscape management plan shall be carried out as approved in accordance with the approved details.

**REASON:** To ensure the proper management of the landscaped areas in the interests of visual amenity.

- 6 All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development

whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 7 No demolition, site clearance or development shall commence on site; and no equipment, machinery or materials shall be brought on to site for the purpose of development, until a Tree & Hedgerow Protection Plan showing the exact position of all trees and hedges and their protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction - Recommendations"; has been submitted to and approved in writing by the Local Planning Authority.

The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations.

No retained trees and hedgerows shall be cut down, uprooted or destroyed, nor shall any retained trees be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work - Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practice.

If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority.

[In this condition "retained tree" means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the from the completion of the development].

**REASON:** To enable the Local Planning Authority to ensure the retention of the trees and hedgerows on the site in the interests of visual amenity.

- 8 Construction work on the site shall only take place between the hours of 08.00 and 18:00 on weekdays and between 08.30 and 13:00 on Saturdays, with no work taking place on Sundays or Bank Holidays.

**REASON:** To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 9 Following the installation of the solar farm, there shall be no external lighting/illumination at or on the site unless otherwise approved by the local planning authority following the submission of a separate planning application.

**REASON:** To ensure the creation/retention of an environment free from intrusive levels of lighting and to protect the open countryside.

- 10 Prior to the start of construction, an Environmental Construction Method Statement shall be submitted to and approved in writing by the LPA. This must include a site drawing indicating all buffer zones and tree root protection zones, with additional annotations e.g. location of badger setts, where any specific precautionary measures are to be implemented. The development shall be implemented in accordance with the approved plan.

**REASON:** In the interests of safeguarding ecological and biodiversity interests.

- 11 Prior to the bringing into use of the solar farm, an Environmental Management Plan for the operational phase of the project shall be submitted to and approved in writing by the LPA. This is best presented as a site drawing with detailed annotations for management of each habitat or feature to be managed for the benefit of biodiversity. This document will also detail specific enhancements for biodiversity as required by NPPF. The development shall be implemented and operated in accordance with the approved plan.

**REASON:** In the interests of safeguarding ecological and biodiversity interests.

- 12 A revised Construction Traffic Management Plan shall be submitted and approved in writing by the LPA prior to commencement of development. Key items to be covered in the traffic management plan include:

- Wheel washing facilities and measures to prevent mud and other debris entering highway.
- Full signage details in relation to the construction traffic route, a signage scheme shall be maintained in accordance with scheme and removed at completion of works. The scheme shall include from the A361 junction with Bell Hill in north towards site via Bell Hill,

- **High Street/ Mill Road / Norney Road and Long Street.**
- **Banksman shall be employed for all HGV deliveries from High Street/ Mill Road / Norney Road .**
- **A programme shall be agreed for all HGV deliveries to ensure that there is no stacking on the highway or adjacent network, HGVs shall wait in official registered lorry parks (ie M4). A Delivery and Transport Manager will need to be appointed with this responsibility.**

**The development shall be implemented in accordance with the approved plan.**

**REASON: In the interests of Highway safety**

- 13 No development shall commence on site until full construction details of the highway improvements / widening to the High Street / Mill Road junction have been submitted and approved in writing by the LPA. The junction improvements shall be properly consolidated and surfaced. The development shall not be commenced until the access has been constructed in accordance with the approved details. The access shall be maintained as such thereafter.**

**REASON: To ensure that the development can be adequately accessed.**

- 14 No development shall commence on site until full construction details of the temporary carriageway widening and permanent re-instatement to the Long Street widening have been submitted and approved in writing by the LPA in consultation with the Parish Council prior to any works to the Common taking place. The development shall not be first commenced until the temporary carriageway widening has been constructed in accordance with the approved details. The permanent re-instatement in accordance with approved details shall be carried out within 3 months of the development works being completed or an agreed timeframe.**

**REASON: To ensure that the development can be adequately accessed.**

- 15 No part of the development shall commence until details of the parking area and turning area have been submitted and approved constructed and laid out in accordance with the approved details. This area shall be maintained and remain available for the duration of the construction period.**

**REASON: To ensure that adequate provision is made for parking within the site in the interests of highway safety.**

- 16 Access to the site for construction traffic shall be via A361, Bell Hill, High Street, Mill Street, Norney Road and Long Street, as outlined in Traffic Management Plan. No alternative route shall be used unless agreed in writing by the local planning authority.**

**REASON: In the interests of highway safety**

- 17 **No development shall commence until a condition survey of High Street, Mill Street, Long Street and Norney Road carriageways and verges has been undertaken and submitted to the Local Planning Authority for its written approval, together with a programme for undertaking remedial works for any highway damage that is reasonable to attribute to the construction traffic associated with the proposal and identified in a post-works condition survey. The post works surveys shall be undertaken in accordance with a methodology which shall first have been submitted to and approved in writing by the Local Planning Authority. Those remedial works reasonably attributed to the constructed traffic shall be undertaken in accordance with approved programme, or within 3 months of the completion of the construction works, to ensure that as a result of the proposal the existing condition of the highway network is maintained.**

**REASON: In the interests of highway safety and to safeguard the local character of the rural roads network in this landscape character area.**

- 18 **Prior to the commencement of development hereby permitted a condition survey of the part of the site identified as Long Street Public Right of Way (PROW) which is a Byway open to all Traffic (BOAT), reference: Marston 8, shall be undertaken and submitted to the Local Planning Authority, together with a programme for undertaking remedial works for any damage that is reasonable to attribute to the construction traffic associated with the proposal and identified in a post work condition survey. The post works surveys shall be undertaken in accordance with a methodology which shall first have been submitted to and approved in writing by the Local Planning Authority. Those remedial works reasonably attributed to the constructed traffic shall be undertaken in accordance with approved programme, or within 3 months of the completion of the construction works to ensure that as a result of the proposal the existing condition of the byway is maintained.**

**REASON: In the interests of highway safety and to safeguard the local character of the rural roads network in this landscape character area.**

**INFORMATIVE 1:**

**Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:**

- the use of plant and machinery**
- oils/chemicals and materials**
- the use and routing of heavy plant and vehicles**

- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes

All works must be undertaken in accordance with the Environment Agency's Pollution Prevention Guidelines which can be viewed at the following link:

<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>.

In the event of a pollution incident, the site operator must contact the Environment Agency immediately by calling 0800 80 70 60.

**INFORMATIVE 2:**

Use of road planings (tarmac scalplings) for track construction requires a Use of Waste in Construction exemption (U1) under the Environmental Permitting (England and Wales) Regulations 2010. It allows the use of suitable wastes for small scale construction but does not allow treatment of wastes to be carried out unless covered by a different exemption. For more guidance including permitted types of waste and tonnage please visit:

<http://www.environment-agency.gov.uk/business/sectors/117075.aspx>

**INFORMATIVE 3:**

The provision of new service cables under public rights of way / highway, will require separate consents under provisions of the New Roads and Street Works Act.

**INFORMATIVE 4:**

The developer/applicant is advised that this permission does not authorise the diversion, obstruction, or stopping up of any right of way that crosses or adjoins the site. The public rights of way shall be kept free from obstruction during and after the construction period.

**INFORMATIVE 5:**

A Bond of £10,000 has been requested by the Public Right of Way Team to ensure that the Right of Way is reinstated to its former condition following the completion of construction works.

**INFORMATIVE 6:**

The applicant is encouraged to enter into discussions with the local community/parish council to potentially agree upon any community benefits this development may accrue for the 25 year period of the permission.

**INFORMATIVE 7:**

The applicant shall need to confirm in consultation with the highways team the

**proposed start date for construction traffic with the aim of avoiding conflict with construction traffic for the Stokes Marsh Farm Solar Farm planning ref: 13/02309/FUL which will use the same route for construction traffic.**

**40.2 14/06017/FUL Land at The Bottom, Urchfont, Devizes, Wiltshire, SN10 4SF**

Public Participation

Brian Toogood, the agent, spoke in support of the application.

Pat Banwell, the applicant, spoke in support of the application.

Councillor David Motram, speaking on behalf of Urchfont Parish Council, spoke in support of the application.

The Senior Planning Officer introduced a report which recommended the application be refused. The key issues were stated to be the principle of development, layout design and visual impact, the impact on highway safety, and the environmental and ecological impact.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought on the settlement boundary for the proposed development area. It was explained that it was outside of development boundaries, and that whilst there was going to be a review, under the initial plans it was still outside.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local member, Councillor Philip Whitehead, then spoke in support of the application, stating that the land was not agricultural, remote, rural, or unsustainable. It was highlighted that there were houses located all around The Bottom, and that the proposed house design was not out of character.

A debate followed, where it was discussed whether the land should be included within the boundaries in future and whether an exception could be made at this point in time or whether this would set a precedent for development outside settlement boundaries which could have negative impacts across the area and county. Members also debated the officer's recommended reasons for refusal. At the conclusion of debate it was,

**Resolved**

**That planning permission be REFUSED for the following reasons:**

- 1. The proposed development would result in the creation of a new residential unit within the countryside outside of the Limits of Development of Urchfont as defined within the Kennet Local Plan. The site is considered to be within an unsustainable location for**

residential development and there are no exceptional circumstances to justify a residential use at the site. As such, the proposal would be contrary to both national and local planning policies, which seek to promote sustainable development and protect the countryside, namely section 4 'Promoting sustainable transport' and 6 'Delivering a wide choice of high quality homes' of the NPPF, saved Policies NR6 'Sustainability & Protection of the Countryside' and HC26 'Housing in the Countryside' of the Kennet Local Plan, and Core Policy Core Policy 1 'Settlement Strategy', Core Policy 2 'Delivery Strategy' and Core Policy 12 'Devizes Community Area' of the draft Wiltshire Core Strategy.

2. The proposed development would be detrimental to the visual amenities of the area in that it would disrupt the unspoilt character of the site by introducing a new modern dwelling, and associated works, into a prominent position. The proposal would erode the rural appearance of the site and have an adverse impact on the character of the landscape. As such, the proposal is contrary to section 11 'Conserving and enhancing the natural environment', saved Policies PD1 'Development & Design' and NR7 'Conserving and Enhancing the Natural Environment' of the Kennet Local Plan, and Core Policy 51 'Landscape', and Core Policy 57 'Ensuring High Quality Design and Place Shaping' of the draft Wiltshire Core Strategy.

#### 41. Urgent items

There were no urgent items.

(Duration of meeting: 6.00 - 7.30 pm)

The Officer who has produced these minutes is Adam Brown, of Democratic Services, direct line 01225 718038, e-mail [adam.brown@wiltshire.gov.uk](mailto:adam.brown@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## **EASTERN AREA PLANNING COMMITTEE**

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### **DRAFT MINUTES OF THE EASTERN AREA PLANNING COMMITTEE MEETING HELD ON 28 AUGUST 2014 IN THE WESSEX ROOM - THE CORN EXCHANGE, MARKET PLACE, DEVIZES, SN10 1HS.**

#### **Present:**

Cllr Mark Connolly (Vice-Chair), Cllr Stewart Dobson, Cllr Peter Evans, Cllr Nick Fogg MBE, Cllr Charles Howard (Chairman), Cllr Paul Oatway, Cllr James Sheppard (Substitute) and Cllr Philip Whitehead (Substitute)

#### **Also Present:**

Cllr Sue Evans

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#### **42. Apologies for Absence**

Apologies for absence were received from Councillor Richard Gamble and Councillor Jerry Kunkler.

Councillor Gamble was substituted by Councillor James Sheppard. Councillor Kunkler was substituted by Councillor Philip Whitehead.

#### **43. Minutes of the Previous Meeting**

The minutes of the meeting held on 7 August 2014 were presented for consideration, and it was,

##### **Resolved:**

**To APPROVE as a true and correct record and sign the minutes.**

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

Councillor Paul Oatway declared that he had an interest in applications 14/03379/FUL and 14/01766/OUT Land of Rabley Wood View, as a result of personally knowing the applicant. For these items Councillor Oatway exited the room and did not participate in the debate or vote.

Councillor Stewart Dobson declared that he had a pecuniary interest on application 14/03379/FUL and 14/01766/OUT Land of Rabley Wood View, as a result of owning property which adjoined the application site. For these items Councillor Dobson withdrew from the committee and did not participate in the debate or vote.

Cllr Peter Evans declared a non-pecuniary interest in application 14/05287 by virtue of being a member of Devizes Town Council, which had previously considered the application. Cllr Evans declared he had taken no prior involvement in the application and would debate and vote on the matter with an open mind.

**45. Chairman's Announcements**

There were no announcements.

**46. Public Participation and Councillors' Questions**

The rules on public participation were noted. There were no questions or statements submitted.

**47. Planning Applications**

The following applications were determined:

**48. 14/05287/FUL - Wiltshire Council Depot, Lower Wharf, Devizes**

Public participation

Paul Stanford spoke in opposition to the application.

John Girvan spoke in opposition to the application.

Carol Krebs spoke in opposition to the application.

James Mahoney spoke in support of the application.

Kevin Dobson spoke in support of the application.

Mark Bouch spoke in support of the application.

The Planning Officer introduced the application which recommended the application be approved subject to conditions. Key issues were stated to include, principle of the development (including impact on heritage assets), highway matters, amenity issues, ecology, and contamination.

Members of the Committee then had the opportunity to ask technical questions of the officer. Clarification was sought on whether the area was currently in use as a depot without any vehicular restrictions. The Committee heard that this was correct.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local member, Councillor Sue Evans, spoke in objection to the application. Councillor Evans discussed access, highways, ecology, and the impact on neighbours with specific reference to noise and parking concerns.

A debate followed where the current mixed use status of the area was discussed. The Committee heard that the hours of operation were not proposed

to be changed, as there were currently no restrictions to the use of the depot. The Committee discussed potential issues around the width of the road. Potential noise problems and the frequency of use were questioned. Issues with regards to the use, access, location and history of the turning area were also discussed.

At the conclusion of debate it was,

**Resolved:**

**That the planning permission be GRANTED subject to the following conditions:**

**1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

**2. The depot shall not be first brought into use by the Canoe Club until the turning space has been laid out in accordance with the approved plans. The turning space shall be kept free from any obstructions at all times.**

**REASON: In the interests of Highway Safety.**

**3. In the event that contamination is found at any time when carrying out the approved development that was not previously identified it should be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment should be undertaken in accordance with the requirements of a written report to be submitted to and approved by the Local Planning Authority which shall include details of the previous uses of the site and any adjacent sites for at least the last 100 years and a description of the current condition of the sites with regard to any activities that may have caused contamination. Where remediation is necessary, full details must be submitted to the Local Planning Authority and approved in writing and thereafter implemented prior to the commencement of the development or in accordance with a timetable that has been agreed in writing by the Local Planning Authority as part of the approved remediation scheme. On completion of any required remedial works the applicant shall provide written confirmation to the Local Planning Authority that the works have been completed in accordance with the agreed remediation strategy.**

**REASON: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the**

development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

4. All spoil from the digging works for the changing rooms and the new canal slipway shall be removed from the site.

**REASON:** To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems, and to ensure that the development can be carried out safely without unacceptable risks to workers, neighbours and other offsite receptors.

5. The development shall be constructed in strict accordance with the recommendations at Section 7 – Mitigation, in the Water Vole Survey, Kennet & Avon Canal, Lower Wharf, Devizes, July 2014 by Chalkhill Environmental Consultants.

**REASON:** In the interests of protecting protected species.

6. The development hereby permitted shall be carried out in accordance with the following approved plans:

Design and Access Statement – Received 27 May 2014

Site Location Plan – Received 27 May 2014

Existing and Proposed North and West Elevations - Received 27 May 2014

Existing and Proposed East and South Elevations - Received 27 May 2014

Groundworks and Services Layout - Received 27 May 2014

Proposed Changing Room Elevations - Received 27 May 2014

Proposed Kayak Store Elevations - Received 27 May 2014

Canal Access Point – Proposed Section A-A - Received 27 May 2014.

Canal Access Point – Proposed Section B-B and C-C - Received 27 May 2014.

External Lighting Plan - Received 27 May 2014

Revised Traffic Management Plan V3 – Received 24 July 2014

Revised Existing Site Plan – Received 7 August 2014

Revised Proposed Site Plan – Received 7 August 2014

Revised Existing Internal Plan - Received 7 August 2014

Revised Proposed Revised Plan - Received 7 August 2014

**REASON:** For the avoidance of doubt and in the interests of proper planning.

7. There shall be no use of the site, or deliveries of canoes, by members or non-members of the canoe club on Sunday mornings before 09:00.

**REASON:** To protect the amenities of residents of nearby properties

**Informatives:**

**1. The applicant is advised to contact Susie Mercer, Business Boating Manager on 07795 027366 in order to ensure that any necessary consents or agreements are obtained and that the works comply with the Canal & River Trust "Code of Practice for Works affecting the Canal & River Trust".**

**2. The applicant is advised that safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:**

- the use of plant and machinery
- oils/chemicals and materials
- the use and routing of heavy plant and vehicles
- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes.

**The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at:**

**<https://www.gov.uk/government/collections/pollution-prevention-guidance-ppg>**

A recess was taken from 6.55pm to 7.00pm.

**49. 14/03379/FUL - Land off Rabley Wood View, Marlborough**

Public participation

Jayne Baker spoke in objection to the application.

Kevin Light, on behalf of Action River Kennet (ARK), spoke in objection to the application.

Richard Cosker spoke in support of the application.

Will Harley spoke in support of the application.

Cllr Mervyn Hall, speaking on behalf of Marlborough Town Council, spoke in objection to the application.

The Senior Planning Officer introduced the application which recommended that the application be approved subject to conditions. Key issues were stated to include, the principle of the proposed nature park to include the area of casual play space, and whether the proposals would preserve the visual amenities of the area including the scenic quality of the Area of Outstanding Natural Beauty.

Details were provided on items of late correspondence and representation received since production of the report. Included was a letter from Action River Kennet which had been received in objection to plans for drainage and the comments of the Environment Agency who had no objection, subject to the imposition of appropriate conditions.

A site visit by members of the Committee had taken place on 28 August 2014 at 3.00pm.

Members of the Committee then had the opportunity to ask technical questions of the officer. Clarification was sought on who would manage the site. It was explained that Wiltshire Wildlife Trust would take management responsibility. Questions were asked on why planning applications 14/03379/FUL and 14/01766/OUT were being considered separately. It was explained that application 14/03379/FUL was not a residential application it was a change of use separate to 14/01766/OUT. Questions were asked about the nearby A346 and parking within the layby.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed where the proposed inclusion of a kick-about area within the nature park was discussed, along with conservation and changes to the character of the area. Concerns over the impact of drainage and potential flood levels were also debated.

Clarification was sought on the management position and when it would be signed off. It was explained that this was a condition rather than a legal agreement and that issues of management were not issues for consideration of the Committee.

At the conclusion of debate it was,

**Resolved:**

**That the planning permission be REFUSED for the following reasons:**

**The creation of the kick-about area in the countryside outside of the Limits of Development for Marlborough defined in the Kennet Local Plan, with the associated levelling and re-seeding required, would have an adverse impact on the character and appearance of the landscape, as it would create a more formal appearance out of keeping with the existing character and appearance of the area as agricultural grassland and former water meadow. This would conflict with policies PD1 (3) and NR6 of the Kennet Local Plan and with paragraph 115 of the NPPF that gives great weight to conserving the landscape and scenic beauty in Areas of Outstanding Natural Beauty.**

A recess was taken from 7.55pm to 8.10pm

50. **14/01766/OUT - Land off Rabley Wood View, Marlborough**

Public participation

Angela Fry spoke in objection to the application.

Jayne Baker spoke in objection to the application.

Richard Cosker spoke in support of the application.

Jeremy Browne spoke in support of the application.

Will Harley spoke in support of the application.

Cllr Mervyn Hall spoke on behalf of Marlborough Town Council.

The Senior Planning Officer introduced the application. As a result of the determination for application 14/03379/FUL, the recommendation for the application was changed to refusal due to a lack of suitable compensatory proposals for the impact upon the character and amenity of the area.

Key issues were stated to include: the principle of the proposed residential development including whether the proposed 'replacement' recreational/nature park land is sufficient to compensate the loss of the existing site for recreational purposes; highway safety; flood risk and drainage; whether the scheme would make adequate provisions for open space, and archaeology.

Details were provided on items of late correspondence and representation received since production of the report.

Members of the Committee then had the opportunity to ask technical questions of the officer. Questions were asked on what impact was to be had on this application due to the refusal of application 14/03379/FUL. It was explained that there were now no suitable compensatory proposals. Clarification was sought on the legal requirements of maintaining a play area in Rabley Wood if the application was accepted. It was explained that the legal agreements would have to be determined separately.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed where paragraph 74 of the National Planning Framework was discussed, along with the lack of a section 106 agreement to mitigate concerns.

At the conclusion of debate it was,

**Resolved:**

**That the planning permission be REFUSED for the following reasons:**

**The proposed development is unacceptable because it would result in the loss of an existing open space and recreational area without providing for its replacement in terms of equivalent or better provision in a suitable location. Specifically, the off-site kick-about area would be less suitable**

due to its more distant relationship to existing residential development and the lack of oversight from these properties that currently exists. Similar issues of lack of suitability would arise in relation to the proposed equipped play area, where it has not been demonstrated that any replacement equipped play area would enjoy the current open setting that allows for natural surveillance from existing houses and users of the existing recreational area. This raises safeguarding issues for children using the proposed areas as the lack of natural surveillance would mean that most children using it will need to be supervised by adults. This would conflict with that part of paragraph 74 of the NPPF that states that existing open space and recreational land should not be built upon unless the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quality in a suitable location.

The proposed development does not make any provisions for securing affordable housing on the site or financial contributions towards education provision in the locality or financial contributions towards the on-going provision and maintenance of open space and recreation provision. The application is therefore contrary to Policies HC30; HC37 and HC34 of the Kennet Local Plan 2011.

The archaeological assessment submitted with the application has indicated some potential for archaeological remains to be impacted by the proposed development. In these circumstances, it is considered necessary for a field evaluation to be carried out to fully assess the potential impact on any heritage asset of archaeological interest, in accordance with paragraph 128 of the NPPF.

**51. Urgent items**

There were no urgent items.

(Duration of meeting: 6:00pm - 9.00 pm)

The Officer who has produced these minutes is Adam Brown, of Democratic Services, direct line 01225 718038, e-mail [adam.brown@wiltshire.gov.uk](mailto:adam.brown@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## **SOUTHERN AREA PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING  
HELD ON 3 JULY 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE LANE,  
SALISBURY, SP2 7TU.**

**Present:**

Cllr Richard Clewer, Cllr Brian Dalton, Cllr Christopher Devine (Vice-Chair), Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian McLennan, Cllr Ian Tomes, Cllr Fred Westmoreland (Chairman) and Cllr Ian West

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**75 Apologies for Absence**

Apologies for absence were received from Cllr Richard Britton.

**76 Minutes**

The minutes of the meeting held on 12 June 2014 were presented.

**Resolved:**

**To approve as a correct record and sign the minutes.**

**77 Declarations of Interest**

Cllr George Jeans declared a non-pecuniary interest and took no part in item 7c - 14/02315/FUL - Newlands, Boar Street, Mere, Warminster, BA12 6DD because the applicant was a relative. Cllr Jeans sat with the members of the public and did not speak or vote on the item.

**78 Chairman's Announcements**

The Chairman explained the meeting procedure to the members of the public.

**79 Public Participation and Councillors' Questions**

The committee noted the rules on public participation.

## 80 Planning Appeals

The committee received details of the appeal decisions as detailed in the agenda.

## 81 Planning Applications

### 81a 13/00636/FUL - Brook Cottages, Gasper, Stourton, Warminster, BA12 6PY

#### Public Participation

Mr Nick Hall spoke in support of the application.

Mrs Sarah Hall (applicant) spoke in support of the application.

Mr Carpendale (agent) spoke in support of the application.

Parish Councillor Cristina Fearon (Gasper Parish Council) spoke in objection to the application.

Parish Councillor Harry Parker (Stourton Parish Council) spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be **refused**.

Members of the Committee then had the opportunity to ask technical questions of the officer. The locations of bus stops in relation to the proposed site were requested.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr George Jeans, spoke in support of the application. Cllr Jeans first became aware of the project in 2010 but came to the meeting with an open mind and made his decision after considering the input of the Committee. Cllr Jeans stated that he supported the application subject to a section 106 agreement with a series of terms. These terms included rent being set at 80% of an open market tenancy rental, the tenanted housing remaining for perpetuity and the tenants being local or needing to work locally. Cllr Jeans continued by stating that the Local Member should have been consulted and kept informed. Cllr Jeans concluded by stating that the application may have failed to comply with some relevant policy; it nonetheless provides much needed discounted rented accommodation in this busy and affluent area.

Members debated the sustainability and unique nature of the application. It was stated that this development was well shielded and that the reduction in rent was an important factor. The need to provide affordable housing in Wiltshire was discussed and concern was raised to whether it was possible

to specify the allocation of the housing through the parish council. Legal advice was sought from the officers who were present and it was confirmed that it would be possible to stipulate in the s106 agreement that the parish council would be consulted regarding the allocation of the housing, although without a parish plan in place they would not be able to have the final decision . It was stated that this application was contrary to policy and that the s106 agreement was a matter of trust.

The potential future use of this development was debated. The availability of work at National Trust properties was also discussed. The possible alternative use of the land was also raised and the need for an 'accountable letting criteria' was raised. The need to use complementary materials was also discussed. Members continued by discussing the importance of the rural economy. The geographic isolation of surrounding villages was raised and also the necessity of a car when living in the area.

Sustainability was discussed and the need for a small amount of growth required in rural communities was raised. The need to encourage those who provided affordable housing was also discussed.

The need for a similar model that could be used elsewhere was raised.

**Resolved:**

**To delegate to the Area Development Manager to approve planning permission subject to the signing of a legal agreement and appropriate conditions; such an agreement is to return to a future Committee for approval.**

**81b 13/06901/FUL - Hunts Cottage, Hindon Road, Dinton, SP3 5EQ**

Public Participation

Mr Robin Buchanan (agent) spoke in support to the application. Parish Councillor Charles Smith (Dinton Parish Council) spoke in objection to the application.

The Planning Officer presented his report to the Committee which recommended delegation to the Area Development Manager to Approve subject to the signing of a section 106 agreement for off-site adult recreation in accordance with saved policy R2.

Members of the Committee then had the opportunity to ask technical questions of the officer. The ancillary use of the site within the planning history was raised.

An item of late correspondence was circulated at the meeting.

The need for a septic tank was raised and Members discussed the need to meet the shortage of housing in the area. The requirement for an informative in relation to the type of septic tank to be used was also discussed. Finally, the concerns of Wessex Water were considered by the Committee.

**Resolved:**

**To approve planning permission subject to the following conditions and a section 106 agreement for off-site adult recreation in accordance with saved policy R2.**

**1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

**2. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**3. No development shall commence on site until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being occupied.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**4. The development hereby permitted shall not be first brought into use until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.**

**REASON: In the interests of highway safety.**

**5. The development hereby permitted shall not be first brought into use until splays have been provided on both its sides of the access in accordance with details that shall have been agreed in writing by the LPA.**

**REASON: In the interests of highway safety.**

**6. Any gates shall be set back 4.5 metres from the edge of the carriageway, such gates to open inwards only, in perpetuity.**

**REASON: In the interests of highway safety.**

**7. Demolition of the stables will be undertaken outside of the period 1<sup>st</sup> April to 30<sup>th</sup> September unless they have been checked by an ecologist within 48 hours of demolition and been found not to support nesting birds. Three artificial swallows nests will be erected in the barn in accordance with the details provided in Appendix D of the Phase 1 Bat Report and Ecological Assessment (PV Ecology, October 2013).**

**REASON: In the interest of ecology**

**8. The development hereby approved shall be carried out in complete accordance with the following list of documents and plans:**

**Phase 1 Bat Report and Ecological Assessment, dated October 2013, received 16/12/13**

**Planning Statement, dated December 2013, received 16/12/13**

**Drawing Ref no: 0787/05 Rev F Proposed site Plan, dated Nov 2013, received 10/01/14**

**Drawing Ref no: 0787/03 Rev C Proposed Elevations, dated Nov 2013, received 16/12/13**

**Drawing Ref no: 0787/02 Rev C Proposed Plans (Floor and Roof) dated Nov 2013, received 16/12/13**

**Drawing Ref no: 0787/04 Rev A Location Plan, dated Nov 2013, received 10/01/14**

**Reason: In the interest of clarity**

## Public Participation

Mr Eric Mitchell spoke in support of the application.

Mr Michael Jeans (applicant) spoke in support of the application.

Parish Councillor Clive Hazzard (Mere) spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that the application be delegated to the Area Development Manager for **approval**.

Members of the Committee then had the opportunity to ask technical questions of the officer.

Member discussed the location of the property.

An item of late correspondence was circulated at the meeting.

### **Resolved:**

**To delegate to the Area Development Manager to approve planning permission for approval subject to the signing of a unilateral undertaking, and with the conditions set out below:**

**1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

**2. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

**Reason: In the interests of visual amenity and the character and appearance of the area.**

**3. No development shall commence on site until a sample panel of stonework, not less than 1 metre square, has been constructed on site, inspected and approved in writing by the Local Planning Authority. The panel shall then be left in position for comparison whilst the development is carried out. Development shall be carried out in accordance with the approved sample.**

**Reason: In the interests of visual amenity and the character and appearance of the area.**

**4. No development shall commence on site until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being occupied.**

**Reason: In the interests of visual amenity and the character and appearance of the area.**

**5. No part of the development hereby permitted shall be first brought into use until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.**

**Reason: In the interests of highway safety.**

**6. The development hereby permitted shall not be first occupied until the first five metres of the access, measured from the edge of carriageway, has been consolidated and surfaced (not loose stone or gravel). The access area shall be maintained as such thereafter.**

**Reason: In the interests of highway safety.**

**7. The vehicular access area shall remain un gated.**

**Reason : in the interests of highway safety.**

**8. The development hereby permitted shall not be occupied until the area between the nearside carriageway edge and a line drawn 1.0 metre parallel thereto over the whole site frontage has been cleared of any obstruction to visibility at and above a height of 1.0 metre above the nearside carriageway level. That area shall remain free of obstruction at all times thereafter.**

**Reason: In the interests of highway safety.**

**9. The development hereby approved shall not be first used until a detailed scheme of works to improve the vehicular access arrangements to the front of the property known as "Newlands", has been agreed in writing by the LPA and has been implemented in full.**

**Reason: In the interest of overall highway safety**

**10. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access area), incorporating sustainable drainage details, has been**

submitted to and approved in writing by the local planning authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

**Reason:** To ensure that the development can be adequately drained.

**11.** No works shall commence on site until details of all new external window and door joinery have been submitted to and approved in writing by the Local Planning Authority. The works shall be carried out in accordance with the approved details.

**Reason:** In the interests of preserving the character and appearance of the conservation area and the setting of adjacent listed buildings.

**12.** The rooflights hereby approved shall be of the 'conservation' type with a single vertical glazing bar and mounted flush with the roof slope.

**Reason:** In the interests of preserving the character and appearance of the conservation area and the setting of adjacent listed buildings.

**13.** The development hereby approved shall be carried out in complete accordance with the following list of documents plans and specifications:

**Design & Access Statement, received 06/03/14**

**Location Plan, received 28/02/14**

**Plan ref No: MJ/2 Elevations, dated Feb 2014, received 28/02/14**

**Elevation plan for Car Port and Garage as proposed,**

## **82 Urgent Items**

There were no urgent items

(Duration of meeting: 6.00 - 7.40 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail [david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

<p style="text-align: center;"><b>SOUTHERN AREA PLANNING COMMITTEE 03<sup>th</sup> JULY 2014</b> <b>SCHEDULE OF ADDITIONAL CORRESPONDENCE</b></p>
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## Agenda Item 7a

**Plan List Item 1      13/00636/FUL – Erection of 3 x 2 bed dwellings and 1 x 3 bed dwelling  
At Brook Cottage, Gasper Street, Gasper, Stourton, Warminster.  
BA12 6PY**

Policy update with regards to 13/00636/FUL: The construction of three two bedroom affordable houses; one three bedroom affordable house and a structure which would provide garaging for eight vehicles and bike and bin storage at Brook Cottages Gasper Stourton Warminster Wiltshire BA12 6PY

-Section 106 agreements should be necessary, directly related to the development and fairly related in scale and kind to the development.

- The proposed development is contrary to policy, in that it does not fulfil the criteria for an exception site because of its remote location, and also that the type of housing proposed as 'affordable' would not function as affordable housing as defined in Wiltshire because it would not comply with the Council's allocations policy.
- A section 106 agreement relating to the provision of affordable housing on the proposal site would not meet the requirements of a Section 106 agreement
- If the tests are not met the Committee's decision could be challenged as unlawful by way of an application to the high court for judicial review.
- If any challenge was successful the applicant could provide open market housing in the countryside.
- Any approval by Committee would effectively approve open market houses in the countryside.
- If the application is approved it would have to be advertised as a departure from the development plan, meaning that a decision could not be issued for a period of 21 days following the date of the advert.

Third party representations – See Appendix 1

## Appendix 1

John & Jane Parfitt  
Top Lane Farm House Top Lane Stourton Wiltshire BA12 6QA

Wiltshire Council  
Development South  
Borne Hill  
Salisbury  
SP1 3UZ

1<sup>st</sup> July 2014

**Application No. 13/00636/FUL**

Dear Sirs

I understand one issue with the above application was the applicants desire to administer the lettings of the dwellings themselves.

My wife and I have been tenants of the applicants for nearly 9 years and our experience has been that they are exemplary landlords. Extremely fair and reasonable in every regard. We could wish for no better.

For the benefit of any doubt, I have not been asked to write this, nor are the applicants aware that I have done so. I merely wish to convey our experience of them as landlords.

Yours faithfully

John Parfitt

Planning Application 13/00636/FUL Gasper

Previously we have indicated our support for this venture but would like to make two further points.

- o we feel that four houses at one time might be over-ambitious in light of the stringent tenancy criteria.
- o there has been some reasonable local concern about the potential dangers of the difficult exit from the site onto Gasper Street.

If building two houses show these concerns to be unjustified then the construction of two further houses would be reasonable.

Yours faithfully,

Michael & Hilary Younger

Shephards,  
Gasper,  
BA12 6PY

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Application no. 13/00636/FUL

Dear Mr. Guest,

We are unable to attend the meeting on 3rd July to consider the above planning application but would like to register our support and approval for this worthy proposal.

We live about 200 yds away.

Please let us know if we need to write a letter or if this email will suffice.

Many thanks,

Neil and Jane Joyce

Old School Cottage  
Gasper  
Stourton  
Wiltshire  
BA12 6PY

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**Agenda Item 7b**

**Plan List Item 2 14/02315/FUL – Demolish part of existing store and extend remaining to create garage/car port and erect single storey 2 bed dwelling At Newlands, Boar Street, Mere, Warminster. BA12 6DD**

The following correspondence has been received since the writing of the Committee Report:

Third party representations: - See Appendix 2

Appendix 2

The Old Bakery  
The Square  
Mere  
Wilts  
BA12 6DJ  
1<sup>st</sup> of July 2014

Application:14/02315/FUL

As I am unable to attend the councils committee meeting this Thursday to express my views on the above planning application in person:

I note the above application has been recommended for approval and has still not addressed my and other neighbours concerns regarding the proposed new build. It must be noted that the development proposed will have an impact on highway safety that has not been addressed. Barns place is an extremely narrow cul de sac and currently provides access to 13 properties. These properties have some parking provision but the road is not adequate to absorb the additional traffic and parking generated by family and friends visiting these properties currently. An additional house would exasperate this situation , is this not a highway safety issue? Having witnessed the parking problem for the last forty years accessing my own property in Barns Place I feel as qualified as anyone to speak on this matter of congestion and safety.

Any proposed alterations to the current garage to 'improve visibility' could have easily been carried out by the current owner at any time without the need to build a house there.

I note that in answer to the previous refused building applications on this site that it was a 'significantly larger two story full height dwelling' yes it was higher, however the ground area of the refused build and the new application are very similar. Despite reading the report to the area planning committee I still cannot see how it is possible for the conservation officer and traffic highways to have a completely different view to the original ones who recommended refusal. How can you condone the building of a house in the gardens of a 17<sup>th</sup> century terraced house that will be totally out of character in a conservation area and destroy the symmetry of the two buildings and also cause additional traffic problems to an already overused narrow road?

Yours sincerely





## **SOUTHERN AREA PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING  
HELD ON 14 AUGUST 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE  
LANE, SALISBURY, SP2 7TU.**

**Present:**

Cllr Richard Britton, Cllr Brian Dalton, Cllr Christopher Devine (Vice-Chair), Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian McLennan, Cllr Ian Tomes, Cllr Fred Westmoreland (Chairman) and Cllr Ian West

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**83 Apologies for Absence**

Apologies were received from Cllr Richard Clewer.

**84 Minutes**

The minutes of the meeting held on 03 July 2014 were presented.

**Resolved:**

**To approve as a correct record and sign the minutes.**

**85 Declarations of Interest**

There were no declarations.

**86 Chairman's Announcements**

The Chairman explained the meeting procedure to the members of the public.

**87 Public Participation and Councillors' Questions**

The committee noted the rules on public participation.

## 88 Planning Appeals

The committee received details of the appeal decisions as detailed in the agenda.

## 89 Planning Applications

### 89a WITHDRAWN - 14/04682/FUL - Land at the Junction of Church Street and the road leading to Woodyates, Bowerchalke, Salisbury, Wiltshire, SP5 5DA

This item was withdrawn after the agenda was published.

### 89b WITHDRAWN - 14/02043/FUL - 50 Winterslow Road, Land to rear of Chalk House, Porton, Salisbury, SP4 0LF

This item was withdrawn after the agenda was published.

### 89c 14/04255/FUL - 27 Tollgate Road and 1 & 2 Fowlers Hill, Salisbury, Wiltshire, SP1 2JF

#### Public Participation

Mr Maidment spoke in objection to the application.

Mr Jonathan Ross spoke in support of the application.

Mr Matthew Airey spoke in support of the application.

Mr Matthew Holmes spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be **granted** subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. Members asked about staffing levels at the site.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Ian Tomes, spoke in objection to the application. Cllr Tomes discussed the scale of development, the visual impact upon the surround area, the relationship to adjoining properties and the design of the property. Cllr Tomes stated that he had high regard for Wessex Care and his concern is with the potential overdevelopment of the site. Cllr Tomes stated that this development was commercial in scale and would change the nature of the street. It was stated that this development would be too large for the

site and that there was a need to conserve the area. It was explained that there had been serious erosion of this conservation area and that there was a need to protect the heritage of these Victorian properties. Cllr Tomes stated that this application should be refused due to the importance of the property being proposed for demolition.

Members discussed the requirement to balance the need for modernisation and the need to protect this conservation area. The proposed design of the development was discussed and its future impact on the surrounding properties. Debate continued to the role of this development as a 'community resource' and the need to provide accommodation for an aging demographic.

The local economy and the quality of life for those living in the proposed development were discussed.

The Chairman stated the need to ask if this property was appropriate for the site and discussed the history of the site. The need to convert these large Victorian properties into care homes or hotels was raised and also the numbering of Fowler's Hill properties. The need to physically enhance the streetscene was raised and the scale of the potential developments relative to those properties was discussed. The Chairman stated that these were not domestic developments and therefore the site did not require the same scale of amenity that a family home or a hotel would require.

The conditions proposed by the Planning Officer were raised with particular focus on the landscaping and positioning of the property in relation to the highway was discussed. The need for a construction scheme was raised due to concerns for the neighbours. The Planning Officer discussed 'condition 14' which was recommended by the Highway's Officer.

Concern was raised at the number of beds available for the elderly in the community area and previous applications that were similar in purpose were discussed. The development of a local 6<sup>th</sup> Form College and that development's parking requirements were debated.

Debate continued to the need to preserve the 'iconic building' on the corner of Fowler's Hill and the potential domination of the site on the surrounding properties. The fragility of the conservation area and the current use of the Victorian properties were debated.

The quality of care for those residents and staff who would work at the site was discussed and the local geography of the area was raised.

It was voted on that condition 19 be amended so that construction work would start half an hour later in the morning.

The Local Member, Cllr Tomes, concluded by stating "CN8, CN9 and CN10"

as reasons for refusal.

**Resolved:**

**Planning Permission be GRANTED subject to the following conditions:**

- 1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2) The development shall only be undertaken in accordance with the following approved plans:

Plan Ref....13-1871-100...	Dated....22.04.14....
Plan Ref....13-1871-101...	Dated....22.04.14....
Plan Ref....13-1871-102...	Dated....22.04.14....
Plan Ref....13-1871-103...	Dated....22.04.14....
Plan Ref....13-1871-104...	Dated....22.04.14....
Plan Ref....13-1871-105...	Dated....22.04.14....
Plan Ref....13-1871-106...	Dated....22.04.14....
Plan Ref....13-1871-107...	Dated....22.04.14....
Plan Ref....496 lp 01...	Dated....22.04.14....

Reason: For the avoidance of doubt.

- 3) The site shall be used as a residential care home / nursing home for the elderly and for no other purpose (including any other purpose in Class C2 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended by the Town and Country Planning (Use Classes) (Amendment) (England) Order 2005, (or in any provisions equivalent to that class in any statutory instrument revoking or re-enacting that Order with or without modification).

Reason: The proposed use is acceptable but the Local Planning Authority wish to consider any future proposal for a change of use having regard to the circumstances of the case.

- 4) Before development is commenced, a schedule of materials and finishes, and, where so required by the Local Planning Authority, samples of such materials and finishes, to be used for the external wall[s] and roof[s] of the proposed development shall be submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: To secure a harmonious form of development.

- 5) No development to face the external walls of the care homes hereby permitted shall commence on site until a sample brickwork wall panel, not less than 1 metre square, has been constructed on site, inspected and approved in writing by the Local Planning Authority. The panel shall then be left in position for comparison whilst the development is carried out. Development shall be carried out in accordance with the approved sample.

Reason: In the interests of visual amenity and the character and appearance of the area.

- 6) No development shall commence on site until details of all eaves, verges, windows (including head, sill and window reveal details), doors, rainwater goods, chimneys, dormers, entrances and decorative elements have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In the interests of visual amenity and the character and appearance of the area

- 7) No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:

- (a) details of trees and hedgerows to be retained, together with measures for their protection in the course of development;
- (b) details of new trees and hedgerows to be planted, including species;
- (c) means of enclosure;
- (d) car park layouts;
- (e) hard surfacing materials;
- (f) minor artefacts and structures (e.g. refuse and other storage units, oil tanks);

Reason: To ensure a satisfactory landscaped setting for the development.

- 8) All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning

authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

Reason: To ensure a satisfactory landscaped setting for the development.

- 9) No development shall commence on site until details of the proposed access alterations to the Tollgate Road site frontage have been submitted to, and approved in writing by the local planning authority. The development hereby permitted shall not be fully brought into use until the access alterations, drop off area and realigned paved footway, including all associated highway works, have been provided in accordance with the approved details.

Reason: In the interests of highway safety.

- 10) The development hereby approved shall not be fully brought into use until the cycle/car parking area shown on the approved plans has been consolidated, surfaced and laid out in accordance with the approved details. These areas shall be maintained and remain available for these uses at all times thereafter.

Reason: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

- 11) The development hereby permitted shall not be fully brought into use until the first five metres of the new Tollgate Road site access, measured from the back of the realigned paved footway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

Reason: In the interests of highway safety.

- 12) The gradient of the new Tollgate Road access shall not at any point exceed 1 in 15 for a distance of five metres from the back of the realigned paved footway.

Reason: In the interests of highway safety.

- 13) No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway area), incorporating sustainable drainage details, has been submitted to and approved in writing by the local planning authority. The development shall not be fully brought into use until surface water drainage has been constructed in accordance with the approved scheme.

Reason: To ensure that the development can be adequately drained.

- 14) No development shall commence on site until a Construction Method Statement has been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the agreed details.

Reason: In the interests of highway safety.

- 15) Before the development hereby permitted commences a scheme for the discharge and control of fumes and/or odours from the proposed cooking operations on the premises shall be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented before the development is first brought into use and shall be maintained at all times thereafter in accordance with the approved details.

Reason: In the interests of neighbouring amenity.

- 16) Before the development hereby permitted commences a scheme of acoustic insulation shall be submitted to and approved in writing by the Local Planning Authority specifying the measures that will be taken for the purposes of preventing and controlling the emission of noise from externally mounted plant, equipment and ventilation systems. The approved scheme shall be implemented before the development is first brought into use and shall be maintained at all times thereafter in accordance with the approved details.

Reason: In the interests of neighbouring amenity.

- 17) The en-suite windows in the north-east elevations shall be glazed with obscure glass only and permanently fixed with a ventilation stay restricting the opening of the window, in accordance with details to be submitted to and agreed in writing by the local planning authority, prior to the first occupation of the development hereby permitted and shall be permanently maintained in perpetuity.

Reason: In the interests of residential amenity and privacy.

- 18) No development shall commence within the area indicated (proposed development site) until a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority. The approved programme of archaeological work shall be carried out in accordance with the approved details.

Reason: To enable the recording of any matters of archaeological interest.

19) No demolition or construction works shall take place outside the hours of 0800 to 1800 Mondays to Fridays and 0830 to 1300 on Saturdays or at any time on Sundays & Banks Holidays.

Reason: In the interests of neighbouring amenity.

## **INFORMATIVES:**

### Bats

There is a low risk that bats may occur at the development site. Bats and their roosts are protected at all times by the Conservation of Habitats and Species Regulations 2010. Planning permission for development does not provide a defence against prosecution under this legislation or substitute for the need to obtain a bat licence if an offence is likely. If bats or evidence of bats is found during the works, the applicant is advised to stop work and follow advice from an independent ecologist or to contact the Bat Advice Service on 0845 1300 228, email [enquiries@bats.org.uk](mailto:enquiries@bats.org.uk) or visit the Bat Conservation Trust website

### Highways adoption

It is anticipated that the realigned paved footway will be adopted by the council under a legal agreement.

## **90 Urgent Items**

Members thanked Senior Planning Officers Stephen Llewellyn and Charlie Bruce-White for their hard work as they would be leaving their posts.

Cllr Devine raised the need for the Planning Officer's reports to be circulated to Members before the meeting for ease of viewing.

Members requested a site visit for 14/06478/FUL - 143 & 145 Rampart Road, Salisbury, SP1 1JA.

(Duration of meeting: 6.00 - 7.00 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail [david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## **SOUTHERN AREA PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING  
HELD ON 25 SEPTEMBER 2014 AT THE GUILDHALL, MARKET PLACE,  
SALISBURY, WILTSHIRE, SP1 1JH.**

**Present:**

Cllr Richard Britton, Cllr Brian Dalton, Cllr Christopher Devine (Vice-Chair), Cllr Peter Edge (Substitute), Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian Tomes, Cllr Fred Westmoreland (Chairman) and Cllr Ian West

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**91 Apologies for Absence**

Apologies were given from Cllr Brian Dalton who was substituted by Cllr Peter Edge. Apologies were also received from Cllr Richard Clewer.

**92 Minutes**

The minutes of the meeting held on 04 September 2014 were presented:

**Resolved:**

**To approve and sign as a correct record the minutes of the previous meeting held on 4 September 2014.**

**93 Declarations of Interest**

Cllr Richard Britton declared a non-pecuniary interest in item 97A as a resident of Porton but he was not effected in anyway by the development.

**94 Chairman's Announcements**

The Chairman explained the meeting procedure to the members of the public.

**95 Public Participation and Councillors' Questions**

The committee noted the rules on public participation.

## 96 Planning Appeals

The committee received details of the appeal decisions as detailed in the agenda.

## 97 Planning Applications

### 97a 14/02043/FUL - 50 Winterslow Road,(Land to rear of Chalk House), Porton, Salisbury. SP4 0LF)

Mr David Creswell spoke in objection to the application. Mr Adams spoke in objection to the application.

Mr Harris spoke in objection to the application. Mr Gately spoke in support to the application.

Mr Mark Jones spoke in support to the application.

Mr Mark Carrington spoke in support to the application.

Mr Chris Hammer spoke in objection of the application on behalf of Idmiston Parish Council.

The Planning Officer presented his report to the Committee which recommended that permission be GRANTED subject to conditions. In his introduction the Planning Officer said the following:

“This application seeks permission to erect 20 houses on two paddocks to the rear of Chalk House, with access from Winterslow Road through the side garden.

Perhaps the main issue to consider is the fact that the larger part of the site lies outside of the housing policy boundary for Porton and so is in the countryside. The black and white policy position is that development of such land will be unacceptable. However, in this case it is your officer’s opinion that there are a number of material considerations which, taken together, override that policy.

These material considerations are that the proposal will, firstly, deliver now essential infrastructure made necessary by the development (this including open space contributions, education contributions and a community contribution towards the village hall); secondly, there is no identified harm stemming from the proposal other than the site being the wrong side of the line; thirdly, the physical characteristics of the site and its surroundings are such that the proposal ‘reads’ as a natural rounding off of the settlement; and, fourthly, the site is entirely sustainable in terms of access to Porton’s services, including the shop and church.

The relevance of material considerations is set out in planning law and the NPPF. Both state that planning decisions should be made in accordance with the development plan unless material considerations indicate otherwise. The weight to be given to material considerations in the balance is for the decision maker to decide.

More specifically, the NPPF states that at its heart there is a presumption in favour of sustainable development. This means for decision-taking approving development proposals that accord with the development plan

without delay; or where the plan is absent, silent or relevant policies out of date, granting permission unless any adverse impacts would significantly outweigh the benefits.

Idmiston Parish Council is in the process of preparing a neighbourhood plan for Porton. Policy CP2 of the emerging Wiltshire Core Strategy states that the limits of development of settlements may only be altered through the identification of sites for development through subsequent site allocations and neighbourhood plans. However, as the Porton neighbourhood plan and the site allocations DPD are at early stages of the plan making process it is your officer's opinion that little weight can be given to them at this time when considering a current, 'live' planning application. In this respect the NPPG actually states that refusal of planning permission on grounds of prematurity will seldom be justified where a draft local plan has yet to be submitted for examination, or in the case of a neighbourhood plan, before the end of the local planning authority publicity period. The local planning authority's publicity period for Porton's plan is scheduled for after 31 March 2015 with referendum unlikely until Autumn 2015.

Third parties have pointed out in correspondence that Policy CP2 of the emerging core strategy refers to development at large villages predominantly taking the form of small housing sites which are defined as involving less than 10 dwellings. This proposal is for a larger number but is considered acceptable in view of the size of the site and its ability to accommodate more units without causing harm. The size of the site is a further material consideration. Fewer dwellings than what are proposed would not make the best use of the land, it is considered.

So, looking at the detail, it has already been said that the proposal has generated no objections from technical consultees. The Ecologist's reservations set out in the report have been withdrawn, she accepting that the ash trees on the site are suffering from die-back and that new landscaping will compensate for their loss".

Members of the Committee then had the opportunity to ask technical questions of the officer. Members asked questions in regards to the existing vegetation along Winterslow Road and it was confirmed that this would be retained other than 'punching the hole through the hedge for the access'.

Items of late correspondence were circulated at the meeting.

The Local Member, Cllr Mike Hewitt, spoke in support of the application. Cllr Hewitt stated that it was not correct that a majority of the Parish were against the application and instead objections were being led by a steering group. It was stated that the clerk and the Chairman of Idmiston Parish Council had both resigned. Cllr Hewitt stated that there was currently housing on three sides of the proposed development and that this had been a proposed planning site for a long period of time. Cllr Hewitt warned that the village hall could fall into disrepair and the financial contribution provided by the developer could help with repair work. It was explained that the houses on the top of the hill would be dug in and all that could have been done to protect the existing properties had been done. Cllr Hewitt stressed the need

for the village to work together. It was explained that this financial contribution was substantial and that a similar development elsewhere was unlikely to receive such a generous financial offer.

Members debated the plans and issues raised included the nature of the development and the need for affordable housing for local working people. It was stated that this was a modest development and many similar developments have been built that have resulted in the local area prospering. Members raised and discussed the development being outside of the housing policy boundary and the scale of the plans. The debatable prominence and dominance of the site over Porton was also highlighted.

The need for 42,000 new homes in Wiltshire was raised and the need to build some of these homes within local communities was discussed. It was stated that this particular community area needs to contribute houses and so there is a need for sustainable and sensible sites. The Chairman stated that this was not 'cheque book planning' and that the financial contribution would go to the schools and the village hall. It was further explained that new affordable housing developments require a 'reasonably sized development'. It was heard that Highways had made no objections. Members also discussed the diseased ash trees at the site and a need for a suitable alternative was discussed.

It was confirmed that the agenda was published on time but legal advice was required in regards to the Planning Officer's recommendation. The Planning Officer's recommendation on the evening of the meeting differed from that published initially on the website. The Legal Representative clarified that this would not pose a problem to the legitimacy of the decision as the agenda had been available to view on the website in the usual way and for the required timescale.

**Resolved:**

**To grant planning permission subject to the applicant entering into a Section 106 agreement to ensure delivery of the infrastructure made necessary by the development (including affordable housing, off site equipped open space, youth and adult sport provision, ecology measures, education provision, fire and rescue facilities, waste and recycling facilities, and community facilities).**

**1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

**2. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

**REASON:** In the interests of visual amenity and the character and appearance of the area.

**3. No development shall commence on site until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being occupied.**

**REASON:** In the interests of visual amenity and the character and appearance of the area.

**4. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include :-  
location and current canopy spread of all existing trees and hedgerows on the land;  
full details of any to be retained, together with measures for their protection in the course of development;  
a detailed planting specification showing all plant species, supply and planting sizes and planting densities;  
finished levels and contours;  
means of enclosure;  
all hard and soft surfacing materials;**

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

**5. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.**

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

**6. Prior to the commencement of development a detailed lighting scheme comprising low level louvered bollards for the illumination of all roads and pathways shall be submitted to and approved in writing by the LPA.**

**REASON:** To minimise night time light pollution and reduce the visual impact of the development of this elevated site on the village during the hours of darkness.

**7. Hours of work on site preparation and construction (including deliveries) shall be restricted to between 8-00 a.m. to 6-00 p.m. Monday to Friday and between 8-00 a.m. and 1-00pm on Saturdays unless otherwise agreed in writing with the LPA. No work shall be undertaken on Sundays or Bank Holidays.**

**REASON:**

To safeguard the amenity of the occupiers of the properties that adjoins the site.

**8. No development shall commence on site until an investigation of the history and current condition of the site to determine the likelihood of the existence of contamination arising from previous uses has been undertaken and until:**

a) The Local Planning Authority has been provided with written confirmation that, in the opinion of the developer, the site is likely to be free from contamination which may pose a risk to people, controlled waters or the environment. Details of how this conclusion was reached shall be included.

b) If, during development, any evidence of historic contamination or likely contamination is found, the developer shall cease work immediately and contact the Local Planning Authority to identify what additional site investigation may be necessary.

c) In the event of unexpected contamination being identified, all development on the site shall cease until such time as an investigation has been carried out and a written report submitted to and approved by the Local Planning Authority, any remedial works recommended in that report have been undertaken and written confirmation has been provided to the Local Planning Authority that such works have been carried out. Construction shall not recommence until the written agreement of the Local Planning Authority has been given following its receipt of verification that the approved remediation measures have been carried out.

**REASON:** To ensure that land contamination can be dealt with

adequately prior to the use of the site hereby approved by the Local Planning Authority.

9. Before works commence a Construction Ecology Management Plan will be submitted for planning authority approval covering procedures and measures to be undertaken during the construction period to safeguard reptiles, bats, non-native plants, birds, hedgerows and trees. The plan will demonstrate those works that will require input from a professional ecologist and the works will be undertaken in accordance with the approved plan.

**REASON:** In the interest of Ecology

10. Before works commence a Landscape and Ecological Management Plan will be submitted for planning authority approval which will include a drawing distinguishing between proposed landscape works and ecological features together with a schedule of works required to maintain these for the first five years and in the long term. The plan will identify those ecological features that must be retained and managed specifically for their biodiversity interest.

**REASON:**..In the interest of Ecology

11. No development shall commence within the area indicated (proposed development site) until:

- A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and
- The approved programme of archaeological work has been carried out in accordance with the approved details.

**REASON:** To enable the recording of any matters of archaeological interest.

**INFORMATIVE:** The work should be conducted by a professional recognised archaeological contractor in accordance with the written scheme of investigation agreed by this office and there will be a financial implication for the applicant.

12. No development approved by this permission shall commence until a scheme for water efficiency has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented in accordance with the agreed details.

**REASON:** In the interests of sustainable development and climate

change adaptation.

13. No development approved by this permission shall be commenced until a Construction Environmental Management Plan, incorporating pollution prevention measures, has been submitted to and approved by the Local Planning Authority. The plan shall subsequently be implemented in accordance with the approved details and agreed timetable.

**REASON:** To prevent pollution of the water environment

14. The development hereby approved shall be carried out in accordance with the following list of documents plans and specifications:

**Documents:**

Design and access Statement, received 03/03/14

Heritage Statement, February 2014, received 21/02/14

Heritage Desk Based Assessment February 2014, received 21/02/14

Landscape Maintenance Plan, January 2014, received 21/02/14

Arboricultural Impact Appraisal and Method Statement January 2014, received 21/02/14

Waste Audit and Construction Statement February 2014, received 21/02/14

Ecological Assessment Report January 2014, received 21/02/14

Reptile Survey and Mitigation Strategy Report February 2014, received 21/02/14

Flood Risk Assessment January 2014, received 21/02/14

Summary of Community Involvement February 2014, received 21/02/14

Transport Statement February 2014, received 03/03/14

**Drawings:**

Plan ref No: PP1182/ 100-00, Rev P2 Location Plan dated 05/12/13, received 21/02/14

Plan ref No: PP1182/ 101-00, Rev P2 Proposed Site Layout Plan dated 01/11/13, received 21/02/14

Plan ref No: PP1182/ 110-00, Rev P1 Plot 1 elevations Floor Plans and Sections dated 01/11/13, received 21/02/14

Plan ref No: PP1182/ 111-00, Rev P1 Plots 2, 3, 4 and 5 Floor Plans and Elevations dated 01/11/13, received 21/02/14

Plan ref No: PP1182/ 112-00, Rev P1 Plots 6, 7 and 8 Floor Plans and Elevations dated 01/11/13, received 21/02/14

Plan ref No: PP1182/ 113-00, Rev P1, Plots 9 and 10 Floor Plans and Elevations dated 01/11/13, received 21/02/14

Plan ref No: PP1182/ 114-00, Rev P1 Affordable Plots 11, 12 & 13, 14

## **Plans**

**Elevations & Sections dated 01/11/13, received 21/02/14**

**Plan ref No: PP1182/ 115-00, Rev P1 Affordable Plots 15, 16, 17 & 18**

**Proposed Floor Plans & Elevations dated 01/11/13, received 21/02/14**

**Plan ref No: PP1182/ 116-00, Rev P1 Plots 19 & 20 Proposed Floor Plans & Elevations dated 01/11/13, received 21/02/14**

**Plan ref No: PP1182/ 120-00, Rev P1 Proposed Site Sections Sheet 1 of 2 dated 01/11/13, received 21/02/14**

**Plan ref No: PP1182/ 121-00, Rev P1 Proposed Site Sections Sheet 2 of 2 dated 01/11/13, received 21/02/14**

**Plan ref No: PP1182/ 130-00, Rev P1 Details of Proposed Site Entrance dated 01/11/13, received 21/02/14**

**Plan ref No: PP1182/ 130-10, Rev P1 Sketch Elevations of Cob Wall dated**

**18/12/13, received 21/02/14**

**Plan ref No: LIND46-sk2, Rev B Drainage Strategy dated January 14, received 21/02/14**

**REASON: In the interest of clarity**

### **INFORMATIVE:**

**The surface water soakaways may require the approval of the Local**

**Authority's Building Control Department and should be constructed in accordance with the BRE Digest No365 or CIRIA Report 156 "Infiltration Drainage, Manual of Good Practice". Only clean, uncontaminated surface water should be discharged to soakaway.**

### **Water Efficiency and Climate Change -**

**The incorporation of water efficiency measures into this scheme will provide resilience to some of the extremes of weather conditions that climate change brings. It benefits future residents by reducing water bills, and also benefits wider society by allowing more water to go round in times of shortage. The following condition has been supported in principle by the Planning Inspectorate.**

### **INFORMATIVE:**

**The development should include water efficient systems and fittings. These should include dual-flush toilets, water butts, water-saving taps, showers and baths, and appliances with the highest water efficiency rating (as a minimum). Greywater recycling and rainwater harvesting should be considered.**

**An appropriate submitted scheme to discharge the condition will include a water usage calculator showing how the development will not exceed a usage level of 105 litres per person per day.**

**INFORMATIVE:**

**Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:**

- the use of plant and machinery
- oils/chemicals and materials
- the use and routing of heavy plant and vehicles
- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes.

**The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at:**

**<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>**

**97b 14/05616/FUL - Land at the former Local Authority depot site, Blandford Road, Coombe Bissett, Wiltshire**

There was no public participation on this item.

The Planning Officer presented his report to the Committee which recommended that permission be GRANTED subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. No technical questions were asked.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Julian Johnson, supported the application via email but was not present.

Members discussed the flooding risk in the area and stressed the need to ensure that all that can be done to prevent flooding should be done. Members discussed the relevant drainage issues. The suitability of the site was considered and it was noted that the Parish had been working for four years towards this application and that they had been instrumental in its progress.

**Resolved:**

**To grant planning permission subject to the following conditions:**

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission. (WA1)**

**REASON:** To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans listed in schedule. (WM14)

Proposed west and north elevations 16857/G2/EL202/K received 8/9/14

Proposed first floor plan 16857/G2/GA106/M received 8/9/14

Proposed east and south elevations 16857/G2/EL201/G received 9/7/14

Proposed site plan 16857/G2/SI104/F received 9/7/14

Proposed roof plan 16857/G2/GA107/B received 9/7/14

Proposed ground floor plan 16857/G2/GA105/F received 5/9/14

Proposed site sections 16857/G7/SE301/A received 6/6/14

Ecological Assessment of Proposed Site, 17/9/14 by Wiltshire Council Ecologist received 6/6/14

Revised Geo Environmental Report and Appendices received 2/7/14

Design and Access Statement dated 6/6/14 by B3 Architects received 6/6/14

Tree Protection Plan 595-01 by SJ Stephens Associates received 6/6/14 (NB May change as a result of late correspondence)

**REASON:** For the avoidance of doubt and in the interests of proper planning.

3. No development shall commence on site until details and samples of the materials to be used for the external walls and roof of the development have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details. (WB1)

**REASON:** In the interests of visual amenity and the character and appearance of the area.

4. No construction or demolition work shall take place on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 Monday to Friday and 08:00 to 13:00 on Saturdays. There shall be no burning of waste materials on site during construction or demolition

**REASON:** In the interests of residential amenity.

5. The development hereby permitted shall not be first occupied until the first five metres of the site access, measured from the site edge of

the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

**REASON:** In the interests of highway safety.

6. The site access shall remain ungated.

**REASON:** In the interests of highway safety.

7. The development hereby permitted shall not be first occupied until visibility has been provided at the site access with nothing over 1.0 metre in height above the adjoining carriageway level being planted, erected or maintained in front if a line measured 2.0m back from the carriageway edge extending across the whole site frontage in the form of a parallel strip.

**REASON:** In the interests of highway safety.

8. No development shall commence on site until a scheme for the discharge of surface water from the (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the local planning authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

**REASON:** To ensure that the development can be adequately drained.

9. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:-

- location and current canopy spread of all existing trees and hedgerows on the land;
- full details of any to be retained, together with measures for their protection in the course of development;
- a detailed planting specification showing all plant species, supply and planting sizes and planting densities, to include native plant species;
- finished levels and contours;
- means of enclosure;
- car park layouts;
- other vehicle and pedestrian access and circulation areas;
- all hard and soft surfacing materials;

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape

features.

10. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

11. No works shall commence on site until an ecological construction method statement has been submitted for approval to the local planning authority, which will address the issues raised in the Ecological Assessment (Fiona Elphick, September 2013). This will set out precautionary processes to ensure wildlife individuals are not harmed during site clearance and the construction process. The works will be completed in accordance with the approved method statement before there is any occupation of the dwellings and any mitigation measures shall be maintained on site in accordance with the approved details thereafter.

**REASON:** To safeguard ecological interests.

12. The first floor window in the north elevation (Plan 16857/G2/EL202/K) shall be obscured with obscure glazing before there is any occupation of the dwelling, and shall be maintained in that condition thereafter.

**REASON:** In the interests of neighbouring amenity.

13. No development approved by this planning permission (or such other date or stage in development as may be agreed in writing with the Local Planning Authority), shall take place until a scheme (that includes all the following components to deal with the risks associated with contamination of the site) has been submitted to and approved, in

**writing, by the local planning authority:**

- 1) A preliminary risk assessment which has identified:  
all previous uses  
potential contaminants associated with those uses  
a conceptual model of the site indicating sources, pathways and  
receptors potentially unacceptable risks arising from contamination at  
the site.**
- 2) A site investigation scheme, based on (1) to provide information for  
a  
detailed assessment of the risk to all receptors that may be affected,  
including those off site.**
- 3) The results of the site investigation and detailed risk assessment  
referred  
to in (2) and, based on these, an options appraisal and remediation  
strategy giving full details of the remediation measures required and  
how they are to be undertaken.**
- 4) A verification plan providing details of the data that will be collected  
in order to demonstrate that the works set out in the remediation  
strategy in (3)  
are complete and identifying any requirements for longer-term  
monitoring of pollutant linkages, maintenance and arrangements for  
contingency action.**

**Any changes to these components require the express written consent  
of the local planning authority. The scheme shall be implemented as  
approved before the development is occupied.**

**REASON: To protect controlled waters.**

**14. If, during development, contamination not previously identified is  
found to be present at the site then no further development (unless  
otherwise agreed in writing with the local planning authority) shall be  
carried out until the developer has submitted a remediation strategy to  
the local planning authority detailing how this unsuspected  
contamination shall be dealt with and obtained written approval from  
the local planning authority. The remediation strategy shall be  
implemented as approved.**

**REASON: To protect controlled waters.**

**15. No development approved by this permission shall commence until  
a scheme for water efficiency has been submitted to and approved in  
writing by the Local Planning Authority. The scheme shall be  
implemented in accordance with the agreed details.**

**REASON: In the interests of sustainable development and climate**

change adaptation.

**16. No development shall commence on site until a scheme for the provision and maintenance of off site public open space has been submitted to and agreed in writing by the local Planning Authority. Development shall be carried out in accordance with the agreed scheme.**

**REASON:** In order to secure the provision and maintenance of off site open space in accordance with the aims of saved Policy R2 of the Salisbury District local Plan.

**17. No development shall commence until a scheme for the provision of 100 per cent Affordable Housing on the application site has been submitted to and agreed in writing by the Local Planning Authority. Development shall be carried out in accordance with the agreed scheme.**

**REASON:** In order to ensure that all the dwellings proposed as part of the approved scheme will be provided as affordable housing.

**INFORMATIVES:**

**1. If non-mains foul drainage is the only feasible option an Environmental Permit may be required. This must be obtained from the Environment Agency before any discharge occurs. This process can take up to four months to complete and it cannot be guaranteed that a Permit will be granted. The applicant should contact the Environment Agency on 03708 506506 for further details on Environmental Permits.**

**2. The development should include water efficient systems and fittings. These should include dual-flush toilets, water butts, water-saving taps, showers and baths, and appliances with the highest water efficiency rating (as a minimum). Greywater recycling and rainwater harvesting should be considered. An appropriate submitted scheme to discharge the condition will include a water usage calculator showing how the development will not exceed a total (internal and external) usage level of 105 litres per person per day.**

**3. Safeguards should be implemented during the construction phase to minimise the risks of pollution and detrimental effects to the water interests in and around the site. Such safeguards should cover the use of plant and machinery, oils/chemicals and materials; the use and routing of heavy plant and vehicles; the location and form of work and storage areas and compounds and the control and removal of spoil and wastes. We recommend the applicant refer to EA Pollution Prevention Guidelines, which can be found at:**

<https://www.gov.uk/government/collections/pollution-prevention-guidance-ppg>

4. The applicant should consider reduction, reuse and recovery of waste in preference to off site incineration and disposal to landfill during site construction. If any controlled waste is to be removed off site, then site operator must ensure a registered waste carrier is used to convey the waste material off site to a suitably authorised facility. If the applicant requires more specific guidance it is available on <https://www.gov.uk/how-to-classify-different-types-of-waste>

**97c 14/06478/FUL - 143 & 145 Rampart Road, Salisbury. SP1 1JA**

Public Participation

Mr Paul Whiteleg spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be REFUSED subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. Cllr Green sought clarification over the materials to be used. The Planning Officer stated that the development would use brick.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Ian Tomes, spoke in support of the application. Cllr Tomes stated that the property's kitchen was not fit for purpose and that there had been no objections from neighbours, conversation officers or highways. Cllr Tomes raised a concern with the noise created during the construction work. It was heard that there had been an objection from the City Council in relation to the loss of parking but Cllr Tomes did not believe this to be relevant. It was explained that privacy was an issue but this was the nature of extensions in the city centre. Cllr Tomes stated that this extension would be similar to many Victorian properties in Salisbury and that should this application be rejected, a new proposal could be less suitable.

A debate followed in which Members discussed their concerns with loss of light for the neighbours but also how the development could improve the view of the back of the property. Members asked about the dimensions of the proposed extension and the potential for future changes to the property. The Planning Officer explained that any further changes would require a new planning application.

**Resolved:**

**To grant planning permission for the following reason:**

**The proposed extension, by reason of its size, siting and sensitive design, would not have a harmful impact on the amenities of nearby residential properties. Equally, the extension, by reason of its sensitive design, would not have a detrimental impact on the Salisbury Conservation Area.**

**And subject to the following conditions:**

**1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

**2. The development hereby permitted shall be carried out in accordance with the following approved plans:**

**Site Location Plan, received 27/06/2014**

**Site Block Plan, received 27/06/2014**

**Dwg. No. 0777/02/REV.H Proposed Plans / Elevations received on 27/06/2014**

**REASON: For the avoidance of doubt and in the interests of proper planning.**

**3. The materials to be used in the construction of the external surfaces of the development, including windows, hereby permitted shall match in material, colour and texture those used in the existing building.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**4. The external brickwork for the development hereby permitted shall be constructed to match that of the existing building in terms of its colour, texture, jointing and pointing.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**5. The roof tiles to be used in the development hereby permitted shall match those of the existing building in terms of their material, colour, texture, profile and pattern of laying.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**6. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended) (or any Order revoking or re-enacting or amending that Order with or without**

modification), no window, dormer window or rooflight, other than those shown on the approved plans, shall be inserted in the elevations at first floor level or roof slopes of the development hereby permitted.

**REASON:** In the interests of residential amenity and privacy.

7. No construction or demolition work shall take place on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 Monday to Friday and 08:00 to 13:00 on Saturdays. This shall not apply to the internal fitting out of the development.

**REASON:** In the interests of residential amenity.

**INFORMATIVE TO APPLICANT:** The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

**INFORMATIVE TO APPLICANT:** Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

**INFORMATIVE TO APPLICANT:** The applicant is advised that a house in multiple occupancy used by more than six residents would fall outside Class C4 (Houses in Multiple Occupancy) of the Town and County Planning Use Classes (Amendment) (England) Order 2010 and would require planning permission for a change of use.

## 98 Urgent Items

There were no urgent items

(Duration of meeting: 6.00 - 8.33 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail [david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## **WESTERN AREA PLANNING COMMITTEE**

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### **MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 23 JULY 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Trevor Carbin, Cllr Andrew Davis, Cllr Keith Humphries (Substitute), Cllr John Knight (Vice-Chair), Cllr Magnus Macdonald, Cllr Christopher Newbury (Chairman), Cllr Pip Ridout, Cllr Jonathon Seed and Cllr Roy White

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#### **87 Apologies for Absence**

Apologies for absence were received from:

- Cllr Prickett
- Cllr Drewett
- Cllr Clark

#### **88 Minutes of the Previous Meeting**

The minutes of the meeting held on 2 July 2014 were presented.

#### **Resolved:**

**To approve as a correct record and sign the minutes of the meeting held on 2 July 2014.**

#### **89 Chairman's Announcements**

The Chairman gave details of the procedure to follow in the event of an emergency.

#### **90 Declarations of Interest**

There were no declarations of interest.

#### **91 Public Participation and Councillors' Questions**

No questions had been received from councillors or members of the public.

The Chairman explained the rules of public participation and the procedure to be followed at the meeting.

## 92 **Planning Applications**

The Committee considered the following applications:

### 93 **14/03465/FUL - 93 Victoria Road, Trowbridge**

Public Participation

Madeline Archer spoke in objection to the application.

Cllr Roger Andrews, on behalf of Trowbridge Town Council, spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were given noting that the site was outside of the conservation area. The officer also made reference to the site visit that Members undertook.

The Planning Officer outlined the relevant planning policy. 6 letters of objection had been received which were outlined in the report. Attention was drawn to the relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

A statement was read on behalf of Cllr Oldrieve as the local Member who objected to the application, noting the main concerns as: Against policy C31a & C38 of the WWDP and that no consultation had been conducted with the neighbours.

The debate focused on how much the extension would overbear the neighbouring property, the adverse impacts of the development on the amenities of the neighbouring property and policies C31a & C38 of the WWDP and at the end of the debate it was;

**Resolved**

**To refuse planning permission for the following reasons:**

**The proposal by virtue of its scale, mass, proportions and projection beyond the existing property building line would result in overdevelopment of the site and would have an imposing and unacceptable adverse visual impact and would detract from the amenities enjoyed by the neighbouring property at 91 Victoria Road contrary to policies C31a and C38 of the West Wiltshire District Plan 1st Alteration 2004.**

94 **14/03780/FUL - Ashton Gifford Coach House, Ashton Gifford Lane, Station Road, Codford St Peter**

Public Participation

Gideon Amos spoke in support of the application.

The Planning Officer outlined the report which recommended the application for refusal. The site description and an overview of the proposed development were given noting that the site was situated in an Area of Outstanding Natural Beauty and outside the village policy limits and therefore in open countryside.

The Planning Officer outlined the relevant planning policy, drew attention to the objections of the Wiltshire Council Highways Officer and made reference to the relevant planning considerations.

Members were invited to ask technical questions about the site and these focused on: the Highways Officer's objection and how the site was deemed unsustainable, the planning history and the options for the property to become a bed and breakfast with increased traffic.

Members of the public were invited to speak on the application as listed above.

The Chairman as the local Member spoke in support of the application. A motion to approve the application subject to conditions was put forward. The debate focused on the issue of whether the sub-division of the property would be sustainable and that many large properties have previously been sub-divided. At the end of the debate it was unanimously;

**Resolved**

**To approve planning permission subject to the following conditions:**

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2. The area specified as Harness House shall not be occupied as a separate dwelling until the parking spaces and bin storage on the approved plans have been provided. The parking spaces and bin storage shall be maintained for those purposes at all times thereafter.**

**REASON: In the interests of highway safety.**

- 3. The development hereby permitted shall be carried out in accordance with the following approved plans:**

**AGCH/01 Revision A received on 11 April 2014**

AGCH/02 received on 28 March 2014

AGCH/03 Revision A received on 11 April 2014

AGCH/04 received on 28 March 2014

AGCH/05 received on 28 March 2014

AGCH/06 received on 28 March 2014

AGCH/07 received on 28 March 2014

AGCH/08 received on 28 March 2014

AGCH/09 received on 28 March 2014

AGCH/10 received on 28 March 2014

AGCH/11 received on 28 March 2014

AGCH/12 received on 28 March 2014

AGCH/13 received on 28 March 2014

AGCH/14 received on 28 March 2014

REASON: For the avoidance of doubt and in the interests of proper planning.

## 95 **Urgent Items**

There were no Urgent Items.

(Duration of meeting: 3.00 - 4.00 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 718262, e-mail [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## **WESTERN AREA PLANNING COMMITTEE**

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### **MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 3 SEPTEMBER 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Trevor Carbin, Cllr Terry Chivers (Substitute), Cllr Ernie Clark, Cllr Andrew Davis, Cllr Gordon King (Substitute), Cllr John Knight (Vice-Chair), Cllr Christopher Newbury (Chairman), Cllr Pip Ridout, Cllr Jonathon Seed and Cllr Roy While

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#### **96 Apologies for Absence**

Apologies for absence were received from Councillors Dennis Drewett, Magnus Macdonald and Horace Prickett.

Councillor Drewett was substituted by Councillor Terry Chivers.

Councillor Macdonald was substituted by Councillor Gordon King.

#### **97 Minutes of the Previous Meeting**

The minutes of the meeting held on 23 July 2014 were presented for consideration and it was,

#### **Resolved:**

**To approve as a correct record and sign the minutes.**

#### **98 Chairman's Announcements**

There were no Chairman's Announcements.

#### **99 Declarations of Interest**

Cllr Knight declared a non pecuniary interest on items 6C (14/05282/FUL) & 6D (14/05299/LBC) 9 Wicker Hill, Trowbridge. Cllr Knight was a member of Trowbridge Town Council who had previously discussed the applications.

Cllr Seed declared a non pecuniary interest on item 6A (14/05253/FUL) Land West of Granbrook Farm, Little Chalfield. Cllr Seed knew members of the public who were in objection and in support of the application.

100 **Public Participation and Councillors' Questions**

No questions had been received from councillors or members of the public.

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

101 **Planning Applications**

The Committee considered the following applications:

102 **14/05253/FUL: Land West of Ganbrook Farm, Little Chalfield, Wiltshire**

Public Participation

Phillip Addis spoke in objection to the application.

Sarah Morley spoke in objection to the application.

Tony Cooper spoke in objection to the application.

Robert Floyd spoke in support of the application.

Peter McLaren spoke in support of the application.

Anthony Fuller spoke in support of the application.

John Kirkman spoke as a consultee on behalf of CPRE in objection to the application.

Mitch Robert, on behalf of Atworth parish council, spoke in objection to the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Members were invited to ask technical questions about the site which focused on the number of CCTV cameras to be installed, the height of the cameras, difficulties enforcing vehicle restrictions, the planned hedging to mitigate views of the solar farm and access routes to the development.

Members of the public were invited to speak on the application as listed above.

Cllr Chivers as the local Member spoke in objection to the application. The main issues were noted as: high level of objection in the community, highways issues, property devalued and cumulative effect. The debate focused on the highways and access issues. A motion was put forward to refuse the application, this was amended to defer the application for a site visit. At the end of the debate it was;

### **Resolved**

**To defer for a site visit.**

**103 14/01962/VAR: Land West of Norrington Lane, Broughton Gifford, Norrington Common, SN12 8LR**

Public Participation

Martin Freeman spoke in objection to the application.

Will Monk spoke in objection to the application.

Dan Gerber spoke in objection to the application.

Susanna Miller (Applicant) spoke in support of the application.

Jodie Hoare (Agent) spoke in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Members were invited to ask technical questions about the site which focused on the developments on the site without permission, why a stop notice hadn't been issued and breaches of the planning controls.

Members of the public were invited to speak on the application as listed above.

Cllr Chivers as the local Member spoke in objection to the application focusing on the lack of communication, developments without consent and that a stop notice had not been issued. The debate focused on the conditions which had been broken, the visual impact of the development, the adverse affects the development would have on Gifford Hall. The Committee were advised by the Planning Officers that discussions had taken place with the applicant and the applicant had agreed to replace the unauthorised fencing with the original

fencing as per the original conditions, the planning officer also advised the committee that the current fencing erected stood at 1.8 metres in height and that the applicant had previously been given permission for fencing to be erected at approximately 2.2 metres in height. At the end of the debate it was;

### **Resolved**

**To refuse planning permission for the following reasons:**

- 1. The metal security perimeter fencing and the proposed 72 CCTV cameras based on poles would have an unacceptable adverse visual impact on the countryside and landscape contrary to policies C1 and C34 of the West Wiltshire District Plan (1st alteration) and with policy CP51 of the emerging Core Strategy (April 2014 tracked changes version) and with the Governments Planning Practice Guidance that recognises the impact security measures on solar farms could have on the landscape.**
- 2. The metal security perimeter fencing and the proposed 72 CCTV cameras based on poles would be detrimental to the heritage assets and setting of the Grade II\* listed building known as Gifford Hall contrary to the National Planning Policy Framework and policy 58 of the emerging Core Strategy (April 2014 tracked changes version) and the Governments Planning Practice Guidance.**

104 **14/05282/FUL: 9 Wicker Hill, Trowbridge, Wiltshire, BA14 8JU**

Public Participation

Sarah Collins spoke in objection to the application.

Peter Andrews spoke in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given.

The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Members were invited to ask technical questions about the site.

Members of the public were invited to speak on the application as listed above.

The planning officer advised Members that the relationship between the building walls was not a planning consideration, the regulation officer had not objected to the application and that issues around the amenities should be discussed outside of the meeting.

The debate focused on access, the neighbours amenities and the revised plans which addressed access. At the end of the debate it was;

**Resolved**

**To approve planning permission with the following conditions:**

**1. The development hereby permitted shall begin before the expiration of three years from the date of this permission.**

**REASON:**

**In accordance with Section 91 of the Town & Country Planning Act 1990 as amended by Section 51 of the Planning & Compulsory Purchase Act 2004.**

**2. The development hereby permitted shall be carried out in complete accordance with the details shown on the submitted plans:**

**Location Plan 702:10 received on 27 May 2014**

**Plan 702:P:10 A received on 29 July 2014**

**Plan 702:S:10 received on 27 May 2014**

**Plan 702:P:11 A received on 29 July 2014**

**Plan 702:S:11 received on 27 May 2014**

**Plan 702:P:12 A received 29 July 2014**

**Plan 702:S:12 received on 27 May 2014**

**Plan 702:P:13 received on 27 May 2014**

**Plan 702:S:13 received on 27 May 2014**

**Plan 702:P:14 received on 27 May 2014**

**Plan 702:P:15 received on 27 May 2014**

**Plan 702:P:16 received on 27 May 2014**

**Plan 702:P:17 received 29 July 2014**

**REASON:**

**To ensure that the development is carried out in accordance with the approved plans that have been judged to be acceptable by the local planning authority.**

**105 14/05299/LBC: 9 Wicker Hill, Trowbridge, Wiltshire, BA14 8JU**

This application was discussed alongside item 6C.

It was;

**Resolved**

**To approve consent subject to the following conditions:**

**1. The works for which Listed Building Consent is hereby granted shall be begun before the expiration of three years from the date of this consent.**

**REASON:**

**To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

**2. The additional fenestration shall match that approved under application reference 06/02834/LBC and be in accordance with the hereby approved drawing 702:P:14**

**REASON:**

**In the interests of the appearance of the Listed Building.**

**3. The development hereby permitted shall be carried out in complete accordance with the details shown on the submitted plans:**

**Location Plan 702:10 received on 27 May 2014  
Plan 702:P:10 A received on 29 July 2014  
Plan 702:S:10 received on 27 May 2014  
Plan 702:P:11 A received on 29 July 2014  
Plan 702:S:11 received on 27 May 2014  
Plan 702:P:12 A received 29 July 2014  
Plan 702:S:12 received on 27 May 2014  
Plan 702:P:13 received on 27 May 2014  
Plan 702:S:13 received on 27 May 2014  
Plan 702:P:14 received on 27 May 2014  
Plan 702:P:15 received on 27 May 2014  
Plan 702:P:16 received on 27 May 2014  
Plan 702:P:17 received 29 July 2014**

**REASON:**

**To ensure that the development is carried out in accordance with the approved plans that have been judged to be acceptable by the local planning authority.**

**106 Urgent Items**

There were no Urgent Items.

(Duration of meeting: 3.00 - 6.00 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 713935, e-mail [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## **WESTERN AREA PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 24 SEPTEMBER 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.**

**Present:**

Cllr Trevor Carbin, Cllr Terry Chivers (Substitute), Cllr Ernie Clark, Cllr Andrew Davis, Cllr Gordon King (Substitute), Cllr John Knight (Vice-Chair), Cllr Christopher Newbury (Chairman), Cllr Horace Prickett and Cllr Pip Ridout

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**107 Apologies for Absence**

Apologies for absence were received from Councillors Dennis Drewett, Gordon King, Jonathon Seed and Magnus Macdonald.

Councillor Drewett was substituted by Councillor Terry Chivers.  
Councillor Macdonald was substituted by Councillor Gordon King.

**108 Minutes of the Previous Meeting**

The minutes of the meeting held on 3<sup>rd</sup> September 2014 were presented.

**Resolved:**

**To approve as a correct record and sign the minutes of the meeting held on the 3<sup>rd</sup> September 2014.**

**109 Chairman's Announcements**

There were no Chairman's Announcements.

The Chairman gave details of the exits to be used in the event of an emergency.

**110 Declarations of Interest**

There were no declarations of interest.

## 111 **Public Participation and Councillors' Questions**

No questions had been received from councillors or members of the public.

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

## 112 **Planning Applications**

The Committee considered the following application:

### 113 **14/05253/FUL: Land West of Ganbrook Farm, Little Chalfield, Wiltshire**

Public Participation:

Charles Potterton spoke in objection to the application.  
Christopher Morley spoke in objection to the application.  
Sarah Morley spoke in objection to the application.

Peter McLaren spoke in support of the application.  
Anthony Fuller spoke in support of the application.  
Adam Tucker spoke in support of the application.

John Kirkman spoke as a consultee on behalf of CPRE in objection to the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations. The Senior Landscape and Design Officer gave more detail in respect to the applications impact on the landscape. In response to a question, officers gave more detail regarding the views of one of the consultees, namely English Heritage.

Members of the public were invited to speak on the application as listed above.

Councillor Terry Chivers, as the local member, spoke in objection to the application. The main issues were noted as: the level of objection in the community, highways issues, and cumulative effect. The debate focused on the impact of the proposed development on the character of the area. A motion was put forward to refuse the application. At the end of the debate it was;

**Resolved**

**To refuse planning permission for the following reasons:**

- 1. The proposal by reason of its size and scale would result in a dominant and uncharacteristic form of development which introduces a series of uncharacteristic utilitarian structures across the open field together with security fencing and cameras causing unacceptable visual harm to the landscape character and appearance of the site and the wider landscape setting. This would conflict with policies C1 and C34 of the West Wiltshire District Plan (1<sup>st</sup> Alteration) and with policies CP42(i) and CP51 of the emerging Core Strategy (April 2014 tracked changes version) and with the Government's Planning Policy guidance that recognises that large scale solar farms can have a damaging effect on the landscape.**

In response to a request the following votes were recorded in favour of the resolution to refuse permission: Councillors Ernie Clark, Terry Chivers and John Knight.

#### 114 **Urgent Items**

There were no Urgent Items.

(Duration of meeting: Times Not Specified)

The Officer who has produced these minutes is Will Oulton, of Democratic Services, direct line 01225 713935, e-mail [william.oulton@wiltshire.gov.uk](mailto:william.oulton@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## **STRATEGIC PLANNING COMMITTEE**

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**DRAFT MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 16 JULY 2014 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.**

**Present:**

Cllr Ernie Clark (Substitute), Cllr Andrew Davis (Chairman), Cllr Stewart Dobson, Cllr Charles Howard, Cllr David Jenkins, Cllr Howard Marshall (Substitute), Cllr Bill Moss, Cllr Tony Trotman (Vice Chairman), Cllr Fred Westmoreland and Cllr Graham Wright

**Also Present:**

Cllr Christine Crisp, Cllr Alan Hill, Cllr Philip Whalley, Cllr Roy While and Cllr Jerry Wickham

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**55     Apologies for Absence**

Apologies for absence were received from Councillors Christopher Newbury, Terry Chivers and Glenis Ansell.

Councillor Chivers was substituted by Councillor Ernie Clark.

Councillor Ansell was substituted by Councillor Howard Marshall.

**56     Minutes of the Previous Meeting**

The minutes of the meeting held on 18 June 2014 were presented for consideration and it was,

**Resolved:**

**To APPROVE as a true and correct record and sign the minutes.**

**57     Declarations of Interest**

There were no declarations.

**58     Chairman's Announcements**

Attention was drawn to the late list of observations presented at the meeting, to be attached as an agenda supplement.

59 **Public Participation and Councillors' Questions**

There were no questions or statements submitted.

60 **14/03118/OUT: Hawkeridge Business Park, Land North and South of Mill Lane, Hawkeridge, Westbury, BA13 4LD**

Public Participation

Mr John Masson spoke in objection to the application.

Mr Jon le Galloudec spoke in objection to the application.

Mr Daniel McGinn spoke in objection to the application.

Mr Lindsay Holdoway, applicant, spoke in support of the application.

Mr Len Turner spoke in support of the application.

Mr Chris Beaver, agent, spoke in support of the application.

Cllr Francis Morland, Heywood Parish Council, spoke in objection to the application.

The Senior Planning Officer presented their report which recommended that the application be delegated to the Area Development Manager to approve permission, subject to the completion of a section 106 legal agreement and prior advising the Secretary of State of the intention of grant permission, owing to the application being a departure from the policies of the adopted development plan.

It was stated the other sites that had been considered had not been judged to be sufficient for the purposes of improving employment needs identified in the emerging Wiltshire Core Strategy for the area, and the harmful impacts to the Listed Building and its setting was not felt by officers to be significant enough to outweigh the public benefits of the application. Other key issues included highways and access impacts, impact more generally on the character and appearance of the area and local ecology.

Members of the Committee then had the opportunity then had the opportunity to ask technical questions of the officers. In response to queries on which development plan should take precedence if there was a conflict between the policies of different materially relevant plans, it was stated that in such a situation the most up to date adopted plan should be given more weight.

In response to queries on the emerging Wiltshire Core Strategy, it was stated the Planning Inspector who had been assessing the Strategy and recommended changes to the Council, had raised no concerns about the strategic employment policies with the Strategy. Clarity was also sought on the restriction of specific types of business activity on the site, and the restriction of permitted development rights so that Class B1 industrial use could not be changed to residential use without additional planning consent.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Jerry Wickham, then spoke in objection to the application, and requested that members undertake a site visit prior to any

determination. Another Local Member, Councillor Gordon King, supported the suggestion of a site visit.

The legal officer then clarified for the Committee the necessary balancing exercise in how much weight to give to specific development plans, that in the absence of a neighbourhood plan, policies plans to consider were the West Wiltshire District Plan, the emerging Wiltshire Core Strategy and the National Planning Policy Framework, there was a need first to consider the strategic importance of the application, and then at the local issues which might require more weight on more locally focused plans.

The Committee then debated the application, noting the extensive scale of the site and the jobs creation potential, although without specific employment use designations at the outline stage, it was acknowledged the predictions of employment opportunities remained as general estimates only, although the need for more employment opportunities was raised, particularly given the planned and already permitted housing developments in the Westbury area.

The Committee considered the impact of the development on the highways and the setting of the Listed Building, with some raising concerns that this would be excessive. Details were also sought whether the site would be suitable for fibre optic broadband connection given the planned roll-out across the county, and that the developers be asked to take this into consideration should permission be granted. Members did not feel a site visit would be necessary, stating that the extensive presentation and report, including a great many maps and photos, as well as the comments of local residents and members, provided sufficient information on which to base a decision.

At the conclusion of debate, it was,

**Resolved:**

**To defer and delegate to the Area Development Manager to advise the Secretary of State that the Council is minded to grant outline planning permission subject to the conditions set out below, and subject to the prior completion of a Section 106 Legal Agreement to secure the planning obligations set out in section 9.13 of this report. The Area Development Manager to issue the planning permission on these terms if the Secretary of State advises the Council that he does not wish to determine the application himself.**

**Subject to the following Conditions:**

- 1 The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.**

**REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2** An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of five years from the date of this permission.

**REASON:** To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

- 3** No development shall commence on site until details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

The scale of the development;  
The layout of the development;  
The external appearance of the development;  
The landscaping of the development;  
The development shall be carried out in accordance with the approved details.

**REASON:** The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

- 4** Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking or re-enacting or amending that Order with or without modification), the site shall be used solely for purposes within Classes B1, B2 and B8 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended by the Town and Country Planning (Use Classes) (Amendment)(England) Order 2005 (or in any provisions equivalent to that class in any statutory instrument revoking or re-enacting that Order with or without modification).

**REASON:** The proposed uses are acceptable but the Local Planning Authority wish to consider any future proposal for a change of use, other than a use within the same classes, having regard to the circumstances of the case.

- 5** The floorspace occupied by Class B1 (a) and (b) land uses, as defined in The Town and Country Planning (Use Classes) Order 1987 (as amended), shall not exceed 12,000m<sup>2</sup> and the total floorspace shall not exceed 45,520m<sup>2</sup>, unless otherwise agreed in writing by the local planning authority.

**REASON:** In order to ensure that traffic associated with the development can be satisfactorily accommodated on the road network.

- 6 All soft landscaping as shown on Parameters Plan Rev C shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority. All hard and soft landscaping shall remain in perpetuity.**

**REASON: To ensure a satisfactory landscaped setting for the development, to protect the setting of heritage assets and existing important landscape features and to manage biodiversity.**

- 7 Other than the site access roundabout and associated works, no other development on the site hereby approved shall be commenced until the roundabout access works on Hawkeridge Road and the alterations to Mill Lane have been completed in accordance with drawing number IMA-13-051-005A received by the local planning authority on 19th March 2014. Access to the properties served by Mill Lane shall be secured at all times during the works.**

**REASON: In order to ensure that a satisfactory access is provided to serve the site, and the existing properties accessed from Mill Lane**

- 8 There shall be no vehicular access points to the site other than via the proposed roundabout on Hawkeridge Road, and a cycle access point to the north of the roundabout. The existing agricultural access to the site north of Mill Lane shall be closed to all traffic before the commencement of development.**

**REASON: In the interests of highway safety**

- 9 Prior to the commencement of the development a Construction Traffic Management Plan shall be submitted to and approved in writing by the local planning authority. The Plan shall include, inter alia, details of the proposed routing of lorry traffic to and from the site, on-site facilities to ensure that detritus from the site is not transferred onto the highway, road sweeping proposals, and construction lorry and worker traffic minimisation proposals. The development shall then be carried out in accordance with the approved details.**

**REASON: In the interests of highway safety.**

- 10** No development shall commence on site until a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority. The proposal shall then be carried out in accordance with the approved details.

**REASON:** To enable the recording of any matters of archaeological interest.

- 11** No development shall commence on site until an Ecological Mitigation Plan demonstrating how the commitments for ecological protection, mitigation and management measures will be implemented in accordance with the Site Mitigation Strategy (Keystone Ecology, November 2013) and details of when vegetation will be removed has been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details

**REASON:** In the interest of ecology.

- 12** No development shall commence on site until a Landscape and Ecology Management Strategy setting out the management aims and objectives of the site, ownership and management responsibilities and a five year long term management plan to ensure planting meets the objective of maximising habitat for bat SAC species in perpetuity has been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

**REASON:** In the interest of landscape management and ecology

- 13** No development shall commence on site until details of a foul water drainage strategy and a timetable including appropriate arrangements for the agreed points of connection and the capacity improvements required has been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

**REASON:** To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding to downstream properties.

- 14** No development shall commence on site until a site lighting strategy shall be submitted to and approved in writing by the Local Planning Authority. The Strategy shall include detailed measurements of existing light levels across the whole site and details of proposed lighting installation in communal areas. The development shall then be carried out in accordance with the approved details.

**REASON:** In the interest of ecology

- 15      **The development hereby approved shall be carried out in strict accordance with the Parameters Plan Revision C received by the Local Planning Authority on 23rd June 2014.**
- REASON: In the interest of neighbouring amenity, to protect the setting of heritage assets and ecology**
- 16      **There shall be no development, groundraising or other alteration on land with an existing ground level of 47.51mAOD or below. This land shall remain undeveloped and shall form unobstructed open space with associated landscaping.**
- REASON To minimise impact on the fluvial floodplain and flood risk to the surrounding area.**
- 17      **Any Development and associated works shall be carried out in accordance with all the recommendations of the, undated (noise measurements carried out in July 2013), Entran Noise and Vibration Assessment for land at Hawkeridge submitted as part of planning application ref 14/03118/OUT**  
**REASON: In the interest of neighbouring amenity**
- 18      **No burning shall take place on site during the construction phase.**
- REASON: In the interest of neighbouring amenity**
- 19      **Demolition or construction works shall not take place outside the hours of 08:00hrs to 18:00hrs Mondays to Fridays and from 08:00hrs to 13:00hrs on Saturdays and at no time on Sundays or Bank Holidays.**
- REASON: In the interest of neighbouring amenity.**
- 20      **Prior to the occupation of any building on site, evidence that all building services, plant and fixed machinery are sited and designed to achieve a Rating Level LArTr of 30dB between the hours of 07:00 hrs and 23:00 hrs and Rating level LArTr 25db (subject for the scope of BS4142 for low background noise and therefore the rating level) between the hours of 23:00hrs and 07:00 hrs as measured at the nearest noise sensitive receptor shall be submitted to and approved in writing by the Local Planning Authority. Measurements and assessments shall be carried out in accordance with BS4142.1997. The development shall be carried out in accordance with the approved details.**
- REASON: In the interest of neighbouring amenity**
- 21      **No building or component thereof shall be constructed on site until details and samples of the materials to be used for the external walls,**

windows and roofs of that building have been submitted to and approved in writing by the Local Planning Authority. The Development shall then be carried out in accordance with the approved details.

**REASON:** In the interest of the visual amenity, the impact upon the character and appearance of the area and to protect the setting of heritage assets

- 22** No building shall be constructed on site until there has been submitted to and approved in writing by the Local Planning Authority, a plan indicating positions, design, materials and type of boundary treatment to be erected and soft landscaping. The boundary treatment shall be completed, before the buildings are occupied, in accordance with a timetable agreed in writing by the Local Planning Authority and the soft landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. The development shall be carried out in accordance with the approved details.

**REASON:** In the interests of visual amenity and the character and appearance of the area.

- 23** No building shall be constructed on site until there has been submitted to and approved in writing by the Local Planning Authority, a sustainable energy strategy statement including how details of provision for sustainable energy of the building will be achieved. The buildings shall then be carried out in accordance with the approved details.

**REASON:** In the interest of renewable energy

- 24** No building shall be constructed on site until there has been submitted to and approved in writing by the Local Planning Authority a transport assessment relating to the particular use including details of car and cycle parking spaces. The buildings shall then be carried out in accordance with approved details

**REASON:** In the interest of highway safety and in order to ensure a satisfactory level of provision of operational car and cycle parking within the site, and to support sustainable travel.

- 25** No building shall be constructed on site until details of the estate road, internal roads, footways, footpaths, cycle routes, verges, junctions, street lighting, sewers, drains, retaining walls, service

routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, access gradients, car parking and street furniture, and a phasing plan for provision of such works have been submitted to and approved by the local planning authority. No building shall be first put into use until the approved items serving that building have been carried out in accordance with the approved details. .

**REASON:** To ensure that the roads are laid out and constructed in a satisfactory manner and at an appropriate time whilst protecting ecological concerns

- 26** Prior to the occupation of each and every building on the site, operational parking required for that site shall be provided in accordance with details which shall first have been submitted to and approved in writing by the local planning authority.

**REASON:** To ensure adequate provision is made for loading, offloading and site storage of commercial and heavy goods traffic.

- 27** No development shall commence on each individual plot until details of the storage of refuse including recycling facilities, including details of location, size, means of enclosure and materials, have been submitted to and approved in writing by the Local Planning Authority. The development serving that plot shall not be first brought into use until the approved refuse storage has been completed and made available for use in accordance with the approved details and it shall be subsequently maintained in accordance with the approved details thereafter.

**REASON:** In the interests of public health and safety.

- 28** No building shall be occupied until a lighting scheme for the associated plot has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be so designed as to control glare, spillage and intrusion and include details of lighting appliance positions, lux plots showing effects of proposed lighting in combination with other approved developments. All schemes should comply with guidance issued by the Institution of Lighting Engineers for an E2 Zone and be in accordance with the Parameters Plan received by the Local Planning Authority on 23rd June 2014, section 6.3 of the Design and Access Statement and section 5.16 of the Site Mitigation Strategy (Keystone Ecology, November 2013) received on 19th March 2014. The development shall then be carried out in accordance with the approved details.

**REASON:** In the interest of neighbouring amenity and ecology

- 29** No development shall commence on each individual plot until a detailed surface water run-off limitation scheme for each plot, phase or parcel of land, together with supporting calculations, has been

submitted to, and approved in writing by the Local Planning Authority. The submitted details shall clarify the intended future ownership and maintenance for all drainage works serving the site. The approved scheme shall be implemented and maintained in accordance with the approved programme and details.

**REASON** To prevent any increased risk of surface water flooding associated with the development.

- 30** The development hereby permitted shall be carried out in accordance with the following approved plans:

Site Context Plan, Site Location Plan, Topographical Plan 866/6113/1A, Topographical Plan 866/6113/1B, Topographical Plan 866/6113/2, Topographical Plan 866/6113/3 received on 19th March 2014

IMA-11-078 - 028A, IMA-13-051-005A received on 19th March 2014

Parameters Plan Rev C received on 23rd June 2014

**REASON:**

For the avoidance of doubt and in the interests of proper planning.

**INFORMATIVES**

- 1** **INFORMATIVE:** The developer should be aware that any reserved matters application should include detailed scheme of measures to minimise noise generation due to traffic arising from the development. The road networks and loading area of each unit shall also be located and designed to minimise impact to noise sensitive dwellings.
- 2** **INFORMATIVE:** When discharging the condition regarding surface water run off the Environment Agency will expect the following:
- A clearly labelled drainage layout plan showing the pipe networks and (where appropriate) any attenuation ponds, soakaways and drainage storage tanks. This plan should show any pipe node numbers referred to in the drainage calculations and the invert and cover levels of manholes;
  - A manhole schedule;
  - Model runs to demonstrate that the critical storm duration is being used;
  - Confirmation of the appropriate discharge rate (where appropriate), with any flow control devices indicated on the plan with the rate of discharge stated;
  - Calculations showing the volume of attenuation provided and that parity on rate and volume of runoff will be achieved, demonstrating how the system operates during the 1 in 100 critical duration storm event;
  - The run-off from the site during the critical 1 in 100 year storm

plus an allowance for climate change must be contained (must not be permitted to run un-attenuated overland to areas off site) within the site and must not reach unsafe depths on site. If there is any surcharge and flooding from the surface water drainage system, overland flood flow routes and "collection" areas on site (e.g. car parks, landscaping) must be shown on a drawing. CIRIA good practice guide for designing for exceedance in urban drainage (C635) should be used.

- An appropriate allowance for climate change should be incorporated into the scheme in accordance with NPPF;
- Where infiltration forms part of the proposed storm-water system such as infiltration trenches and soakaways, soakage test results and test locations are to be submitted in accordance with BRE digest 365. Seasonal ground water level fluctuations should be assessed to gain appropriate base level for any soakaways (base must be at least 1m above ground water level).
- Specification of how the scheme will be maintained and managed after completion.

**3** **INFORMATIVE** There must be no interruption to the existing surface water and/or land drainage arrangements of the surrounding land as a result of the operations on the site. Provisions must be made to ensure that all existing drainage systems continue to operate effectively.

**4** **INFORMATIVE** Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws, the prior written consent of the Environment Agency is required for any proposed (permanent or temporary) works or structures in, under, over or within 8 metres of the top of the bank of the Bitham Brook, designated a 'main river' at this location. The need for Flood Defence Consent is over and above the need for planning permission. To discuss the scope of our controls and to obtain an application form please contact Daniel Griffin on 01258 483421.

**5** **INFORMATIVE** Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover: - the use of plant and machinery - oils/chemicals and materials - the use and routing of heavy plant and vehicles - the location and form of work and storage areas and compounds - the control and removal of spoil and wastes. The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at: <http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>.

**6** **INFORMATIVE:** It is important for the applicant to note that if the development is to be connected to the existing water main in Link Road, an application should be submitted to Wessex Water. Non domestic supplies required for fire fighting or commercial use will require an assessment with network modelling subject to design requirements. Wessex Water would recommend the use of storage

tanks where the network capacity is not available or where off site reinforcement is necessary to provide the stated demand. For further information please contact Wessex Water on 01225 526000 or at [www.wessexwater.co.uk](http://www.wessexwater.co.uk)

- 7 **INFORMATIVE:** It is important for the applicant to note that if surface water is proposed to be discharged into a nearby ditch/watercourse, then an application for land drainage consent would also be required.
- 8 **INFORMATIVE:** It is important for the applicant to note that details of the ground gas risk assessment for the site confirming whether any ground gas mitigation is required for the development. This should be submitted to the Environmental Health Team at Wiltshire Council prior to any works commencing on site
- 9 **INFORMATIVE:** The developer will need to ensure that any alterations to Mill Lane are in accordance with legal requirements, and any areas of Mill Lane to be stopped up or subject to changed status will be required to have a formal stopping-up order made under the provisions of s247 TCPA 1990 before development commences. A legal agreement under the provisions of s278 Highways Act 1980 shall be completed with the Council in relation to the access works prior to any access works being undertaken.
- 10 **INFORMATIVE:** There are public rights of way crossing the site, intended to be diverted; the appropriate legal procedures for diversion, both temporary and permanent shall be followed.
- 11 **INFORMATIVE:** Car and Cycle parking spaces shall be provided on the site in accordance with the Wiltshire Transport Plan LTP3 2013-2026 Car Parking Strategy and Cycle Strategy respectively or such standards contained in any superseding document.

61 **14/03182/FUL: Land North of Mill Lane, Hawkeridge, Westbury, BA13 4LD**

Public Participation

Mr Chris Beaver spoke in support of the application.

Cllr Francis Morland, Heywood Parish Council, spoke in objection to the application.

The Senior Planning Officer presented a report which recommended that the application be delegated to the Area Development Manager to grant permission subject to the granting of approval to application 14/03118/OUT, as the application is for a foul drainage pumping station to serve the larger Hawkeridge Business Park site. Key issues were stated to include the ecology, drainage and highways impacts, of which officers had raised no objections.

Members of the Committee then had the opportunity to ask technical questions of the officers.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed, where it was confirmed in response to queries that the issue of the developers having the necessary permission to access to a private piece of land for access was a civil matter for the developers to resolve. If this could not be resolved, a separate application with a different access would be required.

It was then,

**Resolved:**

**To defer and delegate to the Area Development Manager to issue planning permission subject to the conditions and informatives below and subject to the approval of 14/03118/OUT outline application for the employment site at Hawkeridge, Westbury.**

**Subject to the following conditions:**

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON:**

**To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2 The development hereby permitted shall be carried out in accordance with the following approved plans:**

**IMA-13-054-002-Rev C received by the Local Planning Authority on 28th March 2014, Angus Meek Site Plan 2272 L03 Rev B received by the Local Planning Authority on 3rd June 2014, Angus Meek Parameters Plan Rev C received by the Local Planning Authority on 23rd June 2014**

**REASON: For the avoidance of doubt and in the interests of proper planning.**

- 3 The development shall not be commenced until a foul water drainage strategy is submitted and approved in writing by the local Planning Authority. The drainage scheme shall include appropriate arrangements for the agreed points of connection and the capacity improvements required to serve the proposed development phasing the drainage scheme shall be completed in accordance with the approved details and to a timetable agreed with the local planning authority.**

**The development shall then be carried out in accordance with the approved details.**

**Reason: To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer**

flooding to downstream property.

- 4** Prior to the commencement of the development hereby approved details of the access and vehicle turning/standing area shall be submitted to and approved by the local planning authority, and the access and vehicle turning/standing area shall be completed in accordance with the approved details prior to the pumping station being first put into use.

**REASON:** In order to ensure that an appropriate access and turning space is available before the pumping station is first brought into use

- 5** No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include
- location and current canopy spread of all existing trees and hedgerows on the land;
  - full details of any to be retained, together with measures for their protection in the course of development;
  - a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
  - finished levels and contours;
  - means of enclosure;
  - hardsurfacing;
  - other vehicle and pedestrian access and circulation areas;
  - minor artefacts and structures (e.g. storage units, signs, lighting etc);
  - proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);
  - retained historic landscape features and proposed restoration, where relevant.
  - tree(s), of a size and species and in a location to be agreed in writing with the Local Planning Authority, shall be planted in accordance with BS3936 (Parts 1 and 4), BS4043 and BS4428

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features

- 6** All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first use of the development hereby approved or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by

the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 7 Prior to the commencement of the development a condition survey of such parts of Mill Lane and footpath HEYW9 as shall have been agreed with the local planning authority shall be undertaken to record the present condition of the road and footpath, highlighting areas of failure or concern. The survey shall be undertaken in accordance with a methodology which shall previously been agreed with the local planning authority, and no work on site shall commence until the local planning authority has confirmed its acceptance of the survey findings.

**REASON:** In order to help identify structural and surface damage caused to the road and footpath as a consequence of the development.

#### **INFORMATIVES**

- 1 **INFORMATIVE TO APPLICANT:** If the developer proposes to discharge into a nearby ditch/watercourse, then an application for land drainage consent would also be required.
- 2 **INFORMATIVE TO APPLICANT:** The proposed pumping station will be subject to a Section 104 application which will require detailed design and technical review. For further information please contact Wessex Water.

*Councillor Graham Wright left the meeting after this item.*

62 **13/01956/WCM: Land at Thingley Junction, Easton Lane, Chippenham, SN14 0RW**

#### Public Participation

Mr Paul Joliffe, Neil Pearson Associates, spoke in support of the application.  
Mr Chris Miles, FMW Consultancy, spoke in support of the application.

The Senior Planning Officer presented a report which recommended the application be delegated to the Area Development Manager to grant permission subject to the completion of a section 106 legal agreement. Key issues were stated to include the visual, highways and environmental impact, and impact on residential amenity.

Members of the Committee then had the opportunity to ask technical questions of the officers. It was confirmed that although the site lay close to the railway

line, there were no plans to move materials on or off site by rail in the future. Details were sought on the noise barrier than was to be installed for the protection of residential amenity with some concerns of intrusiveness, and it was confirmed this would be up to 6m high and any cladding could be covered by a condition. Clarity was also sought on the robustness of conditions restricting hours of operation, and whether these could be strengthened further.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Phillip Whalley, then spoke in objection to the application, highlighting traffic concerns and the scale of vehicles still permitted down narrow C roads even with a traffic order in place.

A debate followed, where the noise barrier's proximity to a residential caravan site was raised, and whether the landscaping to shield this was sufficient to offset concerns about its impact on residential amenity. The potential impact of the site in operation as a waste transfer station was assessed, along with the impact on the road network, and the need to clarify that loading and unloading from vehicles, even when not in motion, should be included as prohibited works during the suggested hours of no operation.

At the end of debate, it was,

**Resolved:**

**To delegate to the Area Development Manager to grant planning permission, subject to the prior completion of a Section 106 legal agreement to secure the highway matters outlined in section 9.5 in the report (i.e. improvements to C159 and provision of TRO), and subject to the following conditions:-**

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2. The development hereby permitted shall be carried out in accordance with the following approved plans, unless otherwise required by conditions contained within this schedule:**

**Plan Ref: VL.2012/60/11 Rev. B - Site Layout Plan, dated 6 November 2013.**

**Plan Ref: VL.2012/60/12 - Proposed Buildings - Plans, dated June 2013.**

**Plan Ref: VL.2012/60/13 - Proposed Buildings - Elevations, dated June 2013.**

**Plan Ref: NPA 10589 301 Rev. P4 - General Arrangement, dated 25 June 2013.**

**Plan Ref:** VL.2012/60/20 – Site Functions Plan, dated April 2014.

**REASON:** For the avoidance of doubt and in the interests of proper planning.

3. No development shall commence on site until full detail of the improvements to the C159 have been submitted to and approved in writing by the Local Planning Authority. The scheme shall provide for the provision of passing bays and installation of traffic priority road markings and signage. Those improvements shall be completed in accordance with the approved details before the development hereby permitted is commenced and shall be maintained throughout the duration of the development.

**REASON:** In the interests of highway safety and to ensure that adequate highway capacity is available to accommodate the additional traffic generation by the proposed development.

4. Prior to the commencement of any other part of the development the new access to the site shall have been completed in accordance with the detailed plans to be approved by the Local Planning Authority. There shall be no other access to the site other than from the approved access. Access to the land to the east of the approved site (the blue edged land) shall be provided only via the new site access road.

**REASON:** In the interests of highway safety.

5. Notwithstanding the proposed access details shown on the submitted drawings, any gates to the site shall be set back from the new carriageway edge by a minimum distance of 18 metres, and shall be designed to not open towards the highway.

**REASON:** In the interest of highway safety, and to accommodate the longest lorries likely to visit the site clear of the carriageway.

6. The site access road, car parking areas and yard servicing areas shall be completed in accordance with details which shall first have been submitted to and approved by the Local Planning Authority prior to the development being brought into beneficial use.

**REASON:** To ensure that traffic using the site access does not prejudice the safety of highway users by way of muck being dragged off the site.

7. No development shall commence on site until visibility splays have been provided between the edge of the carriageway and a line extending from a point 2.4 metres back from the edge of the carriageway, measured along the centre line of the access, to the

points on the edge of the carriageway 160 metres to the west and 160 metres to the east from the centre of the access in accordance with detailed plans to be submitted to and approved by the local planning authority. Such splays shall thereafter be permanently maintained free from obstruction to vision above a height of 600mm above the level of the adjacent carriageway.

**REASON:** In the interests of highway safety.

8. No development shall commence on site until a Green Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results.

**REASON:** In the interests of road safety and reducing vehicular traffic to the development.

9. No development shall commence on, including any works of demolition, until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority. The Plan shall provide details as appropriate but not necessarily be restricted to the following matters:

- the anticipated number, frequency and types of vehicles to be used during construction;
- the means of access to and from the site and routing of vehicles during construction;
- the parking of vehicles by site operatives and visitors clear of the highway,
- the loading and unloading of plant, materials and waste clear of the highway,
- the storage of plant and materials used in construction of the development clear of the highway and trees;
- the erection and maintenance of security hoarding clear of the highway;
- the provision of wheel washing facilities and other works required to mitigate the impact of construction upon the public highway;
- measures to control the emission of dust and dirt during demolition and construction, lighting for construction and security clear of the highway;
- details of public engagement both prior to and during construction works;

- A traffic management plan for the public highway;
- Details of advance warning signage (highway and/or otherwise);

The approved Plan shall be implemented and adhered to throughout the entire construction period.

**REASON:** To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

10. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs of buildings and the acoustic wall have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

**REASON:** In the interests of visual amenity and the character and appearance of the area.

11. No development shall commence on site until a hard and soft landscaping scheme and implementation programme has been submitted to and approved in writing by the Local Planning Authority, details of which shall include:

- indications of all existing trees and hedgerows on the land;
- details of any to be retained, together with measures for their protection in the course of development;
- all species, planting sizes and planting densities, spread of all trees and hedgerows within or overhanging the site, in relation to the proposed buildings, roads, and other works;
- finished levels and contours of the land;
- means of enclosure;
- car parking layouts;
- other vehicle and pedestrian access and circulation areas;
- hard surfacing materials;
- biodiversity enhancement proposals
- minor artefacts and structures (e.g. refuse and other storage units, signs, lighting etc);

All hard and soft landscape works shall be carried out in accordance with the approved details and shall be completed prior to the occupation of any part of the development or in accordance with a programme agreed in writing by the Local Planning Authority. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall

be replaced in the next planting season with others of a similar size and species.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

12. No development shall commence on site until an Ecological Management Plan for the post-construction management of all habitats within the site has been submitted to and approved in writing by the Local Planning Authority. The Plan shall be implemented as approved.

**REASON:** In order to ensure that appropriate measures are taken to protect wildlife and promote biodiversity and to safeguard the special character of the area.

13. No development shall commence until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development, has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall also include details of how the scheme shall be maintained and managed after completion.

**REASON:** To prevent the increased risk of flooding and prevent pollution of the water environment.

14. No development approved by this planning permission shall take place until a scheme that includes the following components to deal with the risks associated with contamination of the site shall each be submitted to and approved, in writing, by the Local Planning Authority:

[1] A preliminary risk assessment which has identified:

- a) all previous uses;
- b) potential contaminants associated with those uses;
- c) a conceptual model of the site indicating sources, pathways and receptors;
- d) potentially unacceptable risks arising from contamination at the site.

[2] A site investigation scheme, based on [1] to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.

[3] The results of the site investigation and detailed risk assessment referred to in [2] and, based on these, an options appraisal and remediation strategy giving full details of the

remediation measures required and how they are to be undertaken.

- [4] A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in [3] are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

Any changes to these components require the express written consent of the Local Planning Authority. The scheme shall be implemented as approved.

**REASON:** To protect controlled waters from pollution by contaminants (due to past site uses as a railway yard) mobilised by construction.

15. If, during development, contamination not previously identified is found to be present at the site then no further development shall be carried out until the developer has submitted and obtained written approval from the Local Planning Authority for an amendment to the Method Statement detailing how this unsuspected contamination shall be dealt with.

**REASON:** To prevent pollution of the water environment.

16. The development shall only be carried out in accordance with the Ecological Mitigation Strategy by Nicholas Pearson Associates, entitled 'Proposed Metal Salvaging, Recycling and Waste Facility at Thingley Junction, Chippenham - Mitigation Strategy' and dated July 2013.

**REASON:** In order to ensure that appropriate measures are taken to protect wildlife and promote biodiversity and to safeguard the special character of the area.

17. No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage have been submitted to and approved in writing by the Local Planning Authority. The lighting approved shall be installed and shall be maintained in accordance with the approved details.

**REASON:** In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

18. No operations shall take place on the site, including the movement and loading and unloading of vehicles within the site, except between the hours of:

**07:00 - 18:00 Monday to Friday**  
**07:00 - 14:00 Saturdays**

**No operations, including the movement of vehicles, shall be carried out at any time on Sundays, Bank or Public Holidays.**

**REASON: In the interests of highway safety and amenity.**

- 19. The total number of HGV vehicle movements associated with the development hereby permitted shall not exceed the following limits:**

**30 movements [15 in and 15 out] per day Monday to Friday**  
**16 movements [8 in and 8 out] per day Saturdays**

**No HGV movements shall take place outside the hours of operation stated in condition 18 of this permission.**

**REASON: To secure the level of traffic assessed as acceptable in the Transport Statement and to reduce the potential for disturbance caused by vehicular movements.**

- 20. A written record shall be maintained at the site office of all movements in and out of the site by HGVs. Such records shall contain the vehicle's registration and operating company's identity and time/date of movement. The records shall be made available for inspection by the Local Planning Authority on request and retained for a duration of not less than three months.**

**REASON: To enable the Local Planning Authority to monitor the operations and ensure vehicle movements do not exceed that stated in condition 19.**

- 21. Any facilities above ground for the storage of oils, fuels or chemicals shall be sited on an impervious base and surrounded by impervious walls. The volume of the bunded compound shall be at least equivalent to the capacity of the tank plus 10%. All filling points, vents, gauges and sight glasses must be located within the bund. Associated pipe work should be above ground and protected from accidental damage. All filling points and tank overflow pipe outlets should be detailed to discharge into the bund. Such facilities shall be constructed and completed in strict accordance with plans approved by the Waste Planning Authority prior to the first use of the development.**

**REASON: To prevent pollution of the water environment.**

#### **INFORMATIVE**

**The applicant is reminded that no vehicles with a maximum gross weight of more than 7.5 tonnes are permitted to gain access to or egress from the**

site along the section of C159 between the site entrance and the A350 at Notton. Movements of vehicles to/from the site may be monitored by the Council without prior warning.

63 **14/04903/WCM: Land off Abberd Lane, Calne, SN11 8TE**

Public Participation

Mr Simon Chambers, agent, spoke in support of the application.

The Senior Planning Officer presented a report which recommended the change of use permission be reissued with an amended condition to permit to stocking of waste materials to a height of up to 5m instead of 3m. Key issues were stated to include the visual impact of the proposals.

Members of the Committee then had the opportunity to ask technical questions of the officers. In response to queries it was stated the change had been requested by the applicants to permit greater flexibility and efficiency of operation at the site. It was also confirmed the site was currently in breach of the existing condition and had been storing materials at 6m and higher in the past.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

Local Members Councillors Alan Hill and Christine Crisp then spoke in objection to the application, stating that since the granting of the original permission the wider area had become much more residential, with the unofficial waste transfer station therefore having a more significant visual impact while in breach of the current condition and at the proposed amendment height, along with concerns of safety of such large piles, with the original reasons to restrict the piles to 3m even more valid than when it was initially granted.

A debate followed, where the extent to which the piles of stored materials at 5m or more could be seen from the wider area or the Bridleway alongside the site was assessed, considering the distance to residential areas and increased numbers using the areas which would have sight of the stored materials should the proposed increase be permitted. Although no site visit was undertaken, the extensive presentation and report, including many maps and photos, as well as the local knowledge of multiple local members, was felt to be sufficient to determine the application on the information included.

At the conclusion of debate, it was,

**Resolved:**

**To refuse planning permission for the following reason:**

**The increase in height of the stockpiles/stacks of reclaimed or salvaged materials from 3 metres to 5 metres would have an adverse impact on the appearance of the area, contrary to policies WDC2 and WDC7 of the**

## Wiltshire and Swindon Waste Development Control Policies Development Plan Document.

*Councillors David Jenkins, Howard Marshall and Fred Westmoreland left the meeting after this item.*

*A recess was taken from 1335-1340.*

### 64 **13/06739/FUL: Land East and North of Melksham Oak Community School**

#### Public Participation

Mr Patrick Holton, Chairman of Melksham Town Rugby Club, spoke in support of the application.

Mr David Wiltshire, Chairman of Melksham Town Football Club, spoke in support of the application.

The Senior Planning Officer presented a report which recommended that planning permission be granted. Key issues were stated to include the principle of the application, flood risk and drainage, impact on neighbouring amenity and impact on a Listed Building.

Members of the Committee then had the opportunity to ask technical questions of the officers.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Roy While, then spoke in support of the application, noting the benefit of providing substantial additional services in particular for young people.

A debate followed, where councillors welcomed the provision of significant number of new pitches for the Football and Rugby clubs, and supported the proposed expansion on a new site.

#### **Resolved:**

**That planning permission be GRANTED subject to the following conditions:**

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

#### **REASON:**

**To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

- 2 No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been**

submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the approved details.

**REASON:** In the interests of visual amenity and the character and appearance of the area.

- 3** No development shall commence until a written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority. The development shall then be carried out in accordance with approved details.

**REASON:** In the interest of archaeology

- 4** No development shall commence on site until an Ecological Construction Method Statement is submitted for approval by the Local Planning Authority. This should take account of all sensitive receptors within or immediately adjacent to the site and should also include a précis of, or reference to the method statement submitted to Natural England in support of the Great Crested Newt development licence application. The development shall then be carried out in accordance with the approved details.

**REASON:** In the interest of ecology

- 5** No development shall commence on site until an ecological management plan for the site has been submitted to and approved in writing by the Local Planning Authority. This should be based on the existing management principles for the site in relation to the Melksham Oak Community School management plan but should also prescribe suitable management for new or replacement ecological mitigation and enhancements in relation to the current application. The development shall then be carried out in accordance with the approved details.

**REASON:** In the interest of ecology

- 6** No development shall commence until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development, in accordance with the Flood Risk Assessment (PFA Consulting, Issue 4, dated 29 /11/13) and 'Preliminary Drainage Strategy' document (Halcrow Group Limited, dated 7 November 2013) has been submitted to and approved in writing by the local planning authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall also include details of how the scheme shall be maintained and managed after completion.

**REASON: To prevent the increased risk of flooding, and ensure future maintenance of the surface water drainage system.**

- 7 No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:**
- location and current canopy spread of all existing trees and hedgerows on the land;**
  - full details of any to be retained, together with measures for their protection in the course of development;**
  - a detailed planting specification showing all plant species, supply and planting sizes and planting densities;**
  - finished levels and contours;**
  - means of enclosure;**
  - car park layouts;**
  - other vehicle and pedestrian access and circulation areas;**
  - all hard and soft surfacing materials;**
  - minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);**
  - proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);**
  - retained historic landscape features and proposed restoration, where relevant.**

**REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.**

- 8 All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.**

**REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.**

- 9 No development shall commence on site until a landscape management plan, including long-term design objectives, management responsibilities and maintenance schedules for all**

landscape areas has been submitted to and approved in writing by the Local Planning Authority. The landscape management plan shall be carried out as approved in accordance with the approved details.

**REASON:** To ensure the proper management of the landscaped areas in the interests of visual amenity.

- 10** No development shall commence on site until details of the floodlights including materials and how they reduce glare and light spillage into the open countryside have been submitted to and approved in writing by the Local Planning Authority. The development shall then be carried out in accordance with the submitted details.

**REASON:** To reduce the amount of glare and light spillage into the open countryside and to protect ecology.

- 11** No development shall commence until details of the access road, carriageway (5.5m), footway (2m), overflow car parking and associated signing / lining from site access to stadium has been submitted to and approved in writing by the Local Planning Authority. No part of the development shall be occupied until the details has been completed in accordance with the approved details and shall thereafter remain available for this use at all times thereafter.

**REASON:** To enable vehicles to enter and leave the site in forward gear in the interests of highway safety.

- 12** No part of the development hereby permitted shall be first brought into use until the ghost right hand turn lane has been completed in accordance with the outline drawing numbered 10154/HL/08 Rev B, received by the Local Planning Authority on 11th June 2014 , titled 'Access road to sports club junction layout Thyme Road - Right hand turn lane'. A full package of construction details, safety audit, visibility splays, swept path analysis, provision for swales, provision for relocation of bus stops, provision for pedestrian crossing facilities / Right of Way shall be submitted and approved in writing prior to commencement of the ghost right hand turn lane works/ access works by the Local Planning authority.

**REASON:** In the interests of highway safety

- 13** No part of the development hereby approved shall be first brought into use until details outlining sufficient space for the temporary car parking associated with tournaments/events has been submitted to and approved in writing by the Local Planning Authority. Prior to tournaments/events the approved car parking shall be made available for car parking in accordance with approved details.

**REASON:** To ensure that adequate provision is made for parking within the site for peak events in the interests of highway safety.

- 14 No part of the development hereby approved shall be first brought into use until the main parking area shown on the approved plans has been consolidated, surfaced and laid out in accordance with the approved details. This area shall be maintained and remain available for this use at all times thereafter.

**REASON:** To ensure that adequate provision is made for parking within the site in the interests of highway safety.

- 15 The development shall not be brought into use until an updated Travel Plan (in accordance with the submitted 'Interim Travel Plan, Relocation of Melksham Town Football and Rugby Club dated November 2013) has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results.

**REASON:** In the interests of road safety and reducing vehicular traffic to the development.

- 16 The Floodlighting hereby approved will not be operated before 07:00 hrs or after 22:00 hrs on any day, to ensure disturbance to wildlife from light spill is minimised.

**REASON:** In the interest of neighbouring amenity and ecology

- 17 The rating level for any plant associated with the development hereby approved shall be lower than the existing background noise level by at least -5dB when measured at 1 metre from the façade of any noise receptor. The measurement and assessment shall be made in accordance with BS4142.1997.

**REASON:** In the interest of neighbouring amenity

- 18 The development hereby permitted shall be carried out in accordance with the following approved plans:

8385/: 1A Rev B, 1B Rev B, 1C Rev A, 1D Rev A, 1E Rev A, 1F Rev A, 1G Rev B, 1H Rev B, 1J Rev B, 475001 E 080 P2, 475001 E 081 P2, S1-150 Rev B, SE-310 Rev A, SE 311 /, 02 N received by the Local Planning Authority on 10th December 2013

MTFC 01 received on 19th December 2013  
201 Rev F, SI 101 Rev E, S1-122 Rev G, GA 146 Rev H, GA 147 Rev E, GA 148 Rev F, GA 149 Rev C, 149 C, EL 200 F, EL 201 F, SE 300, 475001 E 082 P3, 475001-C01 P2- received by the Local Planning Authority on 3rd February 2014

**475001-001-B Rev A, 10154/HL/08 Rev B, received by the Local Planning Authority on 11th June 2014**

**10154/HL/08 Rev B received by the Local Planning Authority on 18th June 2014**

**REASON: For the avoidance of doubt and in the interests of proper planning.**

**1 INFORMATIVE TO APPLICANT:**

**The Environmental Health department have advised the developer to contact the Local Planning Authority with their proposals for dealing with any unexpected land contamination should this be encountered. Also where any soils are to be imported to the site for use in sports pitch surfaces, these must be accompanied by chemical analysis which confirms their suitability, details of which must be submitted to the Planning Authority prior to their use.**

**If any surface water is to be discharged into an ordinary water course, an application for Land Drainage Consent would be required.**

**Due to a small population of great crested newts being found on the site a further licence will be required from Natural England**

**65 Date of the Next Meeting**

The date of the next meeting was confirmed as 30 July 2014 at 1400 at the Salisbury City Hall.

(Duration of meeting: 10.30 am - 2.00 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## **STRATEGIC PLANNING COMMITTEE**

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### **DRAFT MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 30 JULY 2014 AT SALISBURY CITY HALL AUDITORIUM.**

#### **Present:**

Cllr Glenis Ansell, Cllr Trevor Carbin, Cllr Andrew Davis (Chairman), Cllr Stewart Dobson, Cllr Charles Howard, Cllr Bill Moss, Cllr Tony Trotman (Vice Chairman), Cllr Fred Westmoreland, Cllr Ian West (Substitute) and Cllr Graham Wright (Substitute)

#### **Also Present:**

Cllr Mark Connolly, Cllr Tony Deane, Cllr Richard Gamble, Cllr Fleur de Rhé-Philippe, Cllr Jonathon Seed and Cllr Christopher Williams

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#### **66 Membership and Apologies for Absence**

It was noted that following the Council meeting on 29 July 2014, Councillor Graham Wright had been removed as a full member of the Committee and added as a substitute member. Councillor Trevor Carbin had been added as a full member of the Committee.

Apologies had been received from Councillors David Jenkins and Terry Chivers.

Councillor Chivers was substituted by Councillor Wright, and Councillor Jenkins was substituted by Councillor Ian West.

#### **67 Declarations of Interest**

Councillor Fred Westmoreland declared a non-pecuniary interest in the Army Rebasing Masterplan item by virtue of his military career, but that he was able to consider army items on their merits and would debate and vote on the item.

#### **68 Chairman's Announcements**

The Chairman announced that with the agreement of the Committee the items on the agenda would be switched in order, with the Tisbury application taken first.

#### **69 Public Participation and Councillors' Questions**

The rules on public participation were noted. A question from Mrs Dawn Taylor-Cox was received, with a written response included within Agenda Supplement 2.

Further late observations and comments would be published as part of Agenda Supplement 3.

70 **14/04907/FUL: Nadder Hall, Weaveland Road, Tisbury, SP3 6HJ**

Public Participation

Mr Sam Lowings spoke in objection to the application.

Mr Paul Colebourne spoke in objection to the application.

Mrs Jacqueline Bertie spoke in support of the application.

Cllr Lacey, West Tisbury Parish Council spoke in objection to the application.

Cllr Patrick Duffy, Chairman of Tisbury Parish Council spoke in support of the application.

The Senior Planning Officer presented the application which recommended the application be approved. Key issues were stated to include the scale and design of the new build, parking and the access arrangements. Attention was drawn to the late list of observations and changes to the recommendation contained in Agenda Supplement 3.

Members of the Committee then had the opportunity to ask technical questions of the officer. In response to queries it was confirmed that should items of archaeological interest be discovered on site during the course of any new building, work would be halted for further investigation. Details were also sought on how close the nearest dwellings would be, particular to the accesses, and for details of the landscape plan.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Tony Deane, then spoke in support of the application, highlighting the benefits to the wider community area, extent of consultation on the proposals, and efforts to mitigate those concerns which had been raised.

A debate followed, where the provision on parking on the site was raised in light of concerns from the parish council, and it was stated officers felt that the current proposed level was sufficient, but details were sought for proposed materials used for the proposed meadow space which might permit, on rare occasions, overflow parking if required. The footprint of the new build was discussed, with the elimination of current structures meaning it was comparable or even smaller than that currently on the site. Drainage issues and the consultation on the campus proposals were also discussed.

At the conclusion of debate, it was,

**Resolved:**

**That the application is delegated to the Area Development Manager (South), to Approve subject to the conditions set out below:**

**1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

**REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.**

**2. No development shall commence on site until details of the following matters have been submitted to, and approved in writing by, the Local Planning Authority:**

- (a) The means of access to the site (specifically the alignment at the access point).**

**The development shall be carried out in accordance with the approved details.**

**REASON: In the interest of highway safety and pedestrian access.**

**3. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**4. No development shall commence on site until details of the finish to external timber, including any paint or stain to be used on the exterior of the buildings have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being first brought into use / occupied**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**5. No development shall commence on site until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development brought into use**

**REASON: In the interests of visual amenity and the character and appearance of the area.**

**6. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in**

accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

**REASON:** To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

**7. The development will be constructed in strict accordance with the Construction Method Statement by Ecosulis Ltd.,**

**Reason:** to ensure that no wildlife species are harmed as a result of the works.

**8. Management of the site following construction will incorporate the prescriptions given in the Ecological Management Strategy by Ecosulis Ltd.**

**Reason:** to ensure that the site is managed for the benefit of biodiversity, in line with the requirements of the NPPF.

**9. The development hereby approved shall be carried out between the hours of 0730 to 1800hrs Monday to Friday, 0800 to 1300hrs Saturdays, and at no time on Sundays and Bank Holidays.**

**Reason:** In the interest of the amenity of the area.

**10. No part of the development hereby permitted shall be first brought into use until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.**

**REASON:** In the interests of highway safety.

**11. No development shall commence on site until a Green Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results.**

**REASON:** In the interests of road safety and reducing vehicular traffic to the Development

**12. The development hereby permitted shall not be first brought into use until the cycle parking facilities shown on the approved plans have been provided in full and made available for use. The cycle parking facilities shall be retained for use in accordance with the approved details at all times thereafter.**

**REASON:** To ensure that satisfactory facilities for the parking of cycles are provided and to encourage travel by means other than the private car.

**13. No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication “*Guidance Notes for the Reduction of Obtrusive Light*” (ILE, 2005)”, have been submitted to and approved in writing by the Local Planning Authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed.**

**REASON:** In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

**14. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use until surface water drainage has been constructed in accordance with the approved scheme.**

**REASON:** To ensure that the development can be adequately drained.

**15. No development shall commence on site until a scheme of water and energy efficiency measures to reduce the water and energy consumption of the development hereby approved has been submitted to and approved by the Local Planning Authority. Before any of the dwellings are occupied, the approved measures shall be implemented and brought into operation in accordance with the approved scheme and thereafter retained.**

**REASON:** In the interests of the conservation of water and energy resources.

**16. The development hereby approved shall be carried out in accordance with the detailed documents plans and specifications listed below:**

**Design & Access Statement, April 2-14, received 13/05/14**

**Flood risk Assessment, May 2014, received 13/05/14**

**Transport Statement, April 2014, received 13/05/14**

**Construction Method Statement, April 2014, received 13/05/14**

**Ecological Mitigation and Enhancement Strategy, April 2014, received 13/05/14**

**Phase 1 habitat survey, Bat Surveys September 2013, received 13/05/14**

**Arboriculture Report, November 2013, received 13/05/14**

**Landscape & Visual Appraisal, April 2014, received 13/05/14**

**Desk study and Ground Investigation – Final report, December 2013, received 13/05/14**

**Mechanical & Electrical Building Services Stage 1 Report, November 2013, received 07/07/14**

**Low or Zero Carbon Technologies Feasibility Report, November 2013, received 07/07/14**

**Plan ref No: P (0) 01 Site Location Plan, dated 29/11/2013, received 13/05/14**

**Plan ref No: 5111858-LA-DR-100-007, Rev P1 Proposed External Works  
Preschool and Sure Start General Arrangements, dated 23/04/2014, received  
13/05/14**

**Plan ref No: 5111858-LA-DR-100-004 Proposed External Works Planting Plan  
and Schedules, Rev P1, dated 23/04/2014, received 13/05/14**

**Plan ref No: 5111858-LA-DR-100-003, Rev P1 Proposed External Works Site  
Clearance and Tree Protection, dated 23/04/2014, received 13/05/14**

**Plan ref No: 5111858-LA-DR-100-001, Rev P1 Proposed External Works General  
Arrangements, dated 23/04/2014, received 13/05/14**

**Plan ref No: 5111858-LA-DR-100-005, Rev P1 Proposed External Works Site  
Sections – 1 of 2, dated 30/04/2014, received 13/05/14**

**Plan ref No: 5111858-LA-DR-100-006, Rev P1 Proposed External Works Site  
Sections – 2 of 2, dated 30/04/2014, received 13/05/14**

**Plan ref No: P (0)11, Indicative Site Plan, received 13/05/14**

**Plan ref No: P (0)14, Proposed Elevations (Sheet 01), received 13/05/14**

**Plan ref No: P (0)13, Proposed Roof Plan, received 13/05/14**

**Plan ref No: P (0)12, Indicative Layout Reduced Scope Plan, received 13/05/14**

**Plan ref No: P (0)19, Proposed GA Sections, received 13/05/14**

**Plan ref No: P (0)17, Proposed elevation (Sheet 04), received 13/05/14**

**Plan ref No: P (0)16, Proposed Elevations (Sheet 03), received 13/05/14**

**Plan ref No: P (0)15, Proposed Elevations (Sheet 02), received 13/05/14**

**Plan ref No: P (0)18, Proposed Elevations & Section Workshop, received  
13/05/14**

**Plan ref No: 5111858-LA-DR-100-001, Rev P1 General Arrangements received  
13/05/14**

**Reason: in the interest of clarity**

**17. No development shall commence on site until details of the proposed  
access link at the western end of the site have been submitted to and approved  
in writing by the local planning authority. No part of the development shall be  
first brought into use until the new access link has been provided in  
accordance with the approved details.**

**Reason: To provide a satisfactory access to the site in the interests of highway  
safety.**

**INFORMATIVE:**

**Surface Water Drainage**

**The applicant proposes to direct all surface water to soakaways. This is the  
preferred option, providing ground conditions permit and percolation tests  
demonstrate that they are appropriate.**

**INFORMATIVE:**

**The surface water soakaways may require the approval of the Local Authority's  
Building Control Department and should be constructed in accordance with the  
BRE Digest No 365 or CIRIA Report 156 "Infiltration Drainage, Manual of Good  
Practice". Only clean, uncontaminated surface water should be discharged to  
soakaway.**

## Pollution Prevention During Construction

### INFORMATIVE

Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:

- the use of plant and machinery
- oils/chemicals and materials
- the use and routing of heavy plant and vehicles
- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes.

The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at:

<https://www.gov.uk/government/collections/pollution-prevention-guidance-ppg>

### Sustainable Construction

Sustainable design and construction should be implemented across the proposed development. BREEAM standards should be used in the design and construction of the development. This is important in limiting the effects of and adapting to climate change. Running costs of the buildings can also be significantly reduced.

## 71 Army Basing Masterplan

A presentation was received from Lt Col John Fox and Mr David Alderson for the Defence Infrastructure Organisation (DIO) on the Army Rebasing Masterplan (ABP), noting the vital strategic importance of the Salisbury Plain areas as a training and housing area for the army for its restructure plans, and the necessary work to assess, prepare for and mitigate the impact of thousands of additional soldiers and service families not just on the military bases in the area, but infrastructure and housing in the immediate and wider areas around those bases, including transport assessments and improvements, education facilities to be constructed and some limited additional employment opportunities. The level of consultation with local communities and stakeholders was noted, and it was emphasised that the most specific concerns relating to individual areas would need to be addressed in detail at the stage when applications were to be submitted, beginning in late 2014.

The Area Development Manager also delivered a presentation, drawing the attention of the Committee to the additional documents and alterations that had been received since the publication of the agenda, and which would also be available on the council's website. The planning policy considerations were detailed, and it was highlighted that by receiving the Masterplan and encouraging resolution in specific areas, the council would not fetter its discretion when considering future applications in relation to the Masterplan.

Members of the Committee then had the opportunity to ask technical questions of the officers and the team from the DIO. In response to queries it was stated that at the current time details of how many troops and service families would be moved at what stages could not be provided, which was in part a commercial decision and requiring

MoD approval, though it was intended that where possible families would be moved during school holiday's to ensure a simpler transition.

Details were also sought on the continuing work of officers and the DIO with stakeholders such as the NHS to ensure adequate services for the preferred sites. It was also confirmed that the additional housing required for service families did not count towards meeting the housing requirement of the emerging Wiltshire Core Strategy as it was not arising from growth of the Wiltshire population.

Local Unitary Members Councillors Chris Williams, Mark Connolly and Graham Wright then spoke in turn regarding the Masterplan, highlighting the importance of civilian-military integration and meeting the infrastructure needs arising from the plan, as well praising the level of consultation that had taken place, although there would be a need to continue to monitor the situation closely and work with local MPs such as Claire Perry MP to apply pressure where it was needed moving forward.

A debate followed, where members of the Committee discussed the presentations that had been received and the great significance of military ties to Wiltshire's settlements and people, and recognising the situation was changing rapidly as the DIO continued to resolve remaining issues, as could be seen in the supplement papers.

At the conclusion of debate, it was,

**Resolved:**

**That the Strategic Planning Committee notes the evolving Army Basing Programme Master Plan as foreshadowed by the emerging Wiltshire Core Strategy.**

**That the Strategic Planning Committee recognises the work done to date and encourages the DIO to reach agreement with the Associate Director for Economic Development and Planning on the following matters of principle before finalising the Master Plan:**

- **The outstanding issue relating to the impact of additional water abstraction arising from ABP being addressed to the satisfaction of the Council, in consultation with the Environment Agency and Natural England;**
- **The outstanding issue relating to the impact of foul water discharge from ABP on phosphate levels in the River Avon being addressed to the satisfaction of the Council in consultation with the Environment Agency and Natural England;**
- **The outstanding issue relating to the potential impact of increased recreational pressure on Salisbury Plain from ABP on protected species being addressed to the satisfaction of the Council;**

**That the Strategic Planning Committee encourages the DIO to resolve the following matters prior to the submission of planning applications:**

- The outstanding issue relating to the potential need to provide additional STW capacity from ABP at Larkhill being addressed to the satisfaction of the Council in consultation with English Heritage;
- The outstanding issue relating to the potential impact of the Larkhill SFA on the setting of Stonehenge and the WHS being addressed to the satisfaction of the Council in consultation with English Heritage;
- The outstanding issue relating to unknown underground archaeology being addressed to the satisfaction of the Council;
- The outstanding issues relating to the design of the mechanisms required to ensure delivery of essential infrastructure made necessary by ABP being addressed to the satisfaction of the Council.
- The Highways Agency raising no material objections;
- Veolia raising no material objection to water supply and foul water processing capacities at Tidworth and Ludgershall.

## 72 **Date of Next Meeting**

The date of the next meeting was confirmed as 17 September 2014.

(Duration of meeting: 2.00 - 4.20 pm)

The Officer who has produced these minutes is Kieran Elliott, of Democratic Services, direct line 01225 718504, e-mail [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## AUDIT

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### **DRAFT MINUTES OF THE AUDIT MEETING HELD ON 31 JULY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Richard Britton (Vice Chairman), Cllr Tony Deane (Chairman), Cllr Stewart Dobson, Cllr Mike Hewitt (Substitute), Cllr Stephen Oldrieve, Cllr Jeff Osborn (Substitute), Cllr Linda Packard, Cllr Sheila Parker and Cllr David Pollitt

#### **Non-Voting Members Present:**

Cllr Jane Scott OBE and Cllr Dick Tonge

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#### **29 Apologies and Membership Changes**

Apologies were received from Cllr Rosemary Brown, Cllr Helen Osborn (substituted by Cllr Jeff Osborn), Cllr Julian Johnson (substituted by Cllr Mike Hewitt) and Matthew Tiller (Chief Accountant).

#### **30 Chairman's Announcements**

There were no announcements.

#### **31 Minutes of the Previous Meeting**

The minutes from the meeting on 24 June 2014 were presented to the Committee.

#### **Decision:**

**The Committee approved the minutes as a correct record of the meeting on 24 June 2014.**

#### **32 Members' Interests**

No interests were declared.

#### **33 Public Participation and Committee Members' Questions**

No questions were received.

## 34 **KPMG - Report to those charged with governance**

The KPMG report was introduced by the Associate Director of Finance, Revenues and Benefits. A background to the ISA 260 was provided and the need for disclosure and transparency was highlighted. Darren Gilbert and Tara Westcott from KPMG presented the report to the Committee. The role of 'those charged with governance' was explained to those present.

It was stated that KPMG were happy with the support from the finance team and that there had been no major changes. One recommendation was included in the report that highlighted the need for the council to be satisfied in relation to the fair value of assets.

Public health was discussed in the report and a last minute presentational change to the report was explained. This change related to a transferred service. The strength of current arrangements in relation to economy and efficiency were highlighted.

Tara Westcott discussed the estates strategy and the sale of assets. Concern over the future capital spend in regards to realising the assets was discussed. A change to accounting standards in the pension scheme was also raised. The draft accounts presented on 6 June were of a high standard; however, a few minor tweaks were made. The supporting papers and pension audit papers provided to KPMG were also of a high standard. The business rates retention scheme was discussed and a deficit was highlighted. This deficit would be 'rolled forward into future years'.

The Committee was given the opportunity to ask questions of the KPMG representatives. A question was asked in regards to the financial impact on the balance sheet in relation to financial risks. The policies around accounting for contingent liabilities were also raised. The Associate Director for Finance, Revenues and Benefits was not aware of any contingent liabilities around public health. Members discussed the sale of assets and the generation of income from existing assets. A list of those assets that were to be sold was to be circulated after the meeting. A non-domestic rate collection deficit was discussed, along with the administration of business rates.

The KPMG representative stressed the need for reports to be accessible to the public and not to be written assuming prior knowledge. The Committee heard that there were no systemic issues.

Members thanked the Associate Director of Finance, Benefits and Revenues and his team for their hard work.

### **Decision:**

**To approve the ISA 260 report from the external auditors in relation to the draft accounts for 2013/14 and to delegate the signing of the letter of the management representation to the Chairman of the Audit Committee.**

### 35 **The Annual Governance Statement**

The Associate Director for Legal and Governance asked the Audit Committee to approve the Annual Governance Statement (AGS) for 2013 -14 for publication with the Statement of Accounts.

**Decision:**

**To approve the Annual Governance Statement for 2013-14 for publication with the Statement of Accounts.**

### 36 **Statement of Accounts**

The Associate Director for Finance, Revenues and Benefits and the Principal Accountant presented the Draft Statement of Accounts in respect of the 2013/2014 financial year for Wiltshire Council. The Associate Director thanked his team and KPMG for their hard work. A consultation was discussed that debated bringing the signing of accounts forward to 31 July nationally; this was a target that Wiltshire Council already met. The redesigning of the Statement of Accounts was also being considered by the same working group and Members were asked for feedback.

The Committee heard that there was a small surplus for the financial year. Depreciation and the valuation of buildings were discussed. The refurbishment and valuation of County Hall was discussed and the redesign of the hub centres was deemed value for money. There was a significant increase in Housing PFI and capital receipts.

The pension fund deficit was discussed and the Board heard that the recovery plan would return the pension fund to balance over the next twenty years. The pension fund deficit had been improved by 6%. Changes to business rates retention were also discussed and the adjustments that had been made had a knock on effect.

Members had the opportunity to ask questions, these included money owed from Icelandic banks and the VAT return subject to the 'Isle of Wight case'. The Associate Director explained that the 'Isle of Wight case' had been active for the last decade and would not conclude in the immediate future. The Local Government Associations legal services were working to recover the funds lost through the Icelandic Banks. The total recovery amount was stated at just over £11.5M.

Discussion continued to the drawdown of funds for safeguarding children which was approved by Cabinet and clarification was sought in relation to the Housing Revenue Account (HRA).

Members asked KPMG about the valuation and subsequent revaluation of Melksham Secondary School. There was a significant drop in the value of the

School after its second valuation. Members sought clarification over this change in value. An explanation was provided which stated that the valuation referred to the asset's 'value of use' as the school was constructed for this specific purpose. It was explained that with a change of purpose the 'value of use' valuation was no longer appropriate and consequently the asset's value would change.

**Decision:**

**To approve the Draft Statement of Accounts for the 2013/14 financial year.**

37 **IA First Quarter Update**

The Committee received a progress report from SWAP on the performance of the Internal Audit (IA) Section. The Associate Director for Finance, Revenues and Benefits provided an introduction to the IA First Quarter update. It was stated that performance was improving but more could have been done about ensuring reports were on time.

The Internal Audit Manager stated that internal audit had begun working on their 2014/15 workload. The Committee heard an overview of the provided report and risks were said to be well managed. The Audit Manager explained that there were no high level significant risks since the last Audit Committee meeting. Recommendations that were outstanding were highlighted and the change of the format of the IA report was discussed.

The audit of Balfour Beatty was raised by Members and it was explained that this process had just started. The Committee heard that this audit would be split into two phases. Phase two would be later in the year.

Members had the chance to ask questions of the Internal Audit Manager. Customer satisfaction questionnaires were discussed as well as the percentage of final reports issued within 10 working days of discussion of draft reports. The Associate Director for Finance, Revenues and Benefits was asked if a report on the implementation of the IA recommendations would be provided in future. In response it was stated that if any 'priority 5 risks' were not implemented on time then it would be brought to the attention of Corporate Directors and Cabinet Members to ensure it was followed up.

The housing rates update and general programme of internal audit were raised. The Committee heard that there had been a slight increase in rent arrears and further information would be circulated to Members by email. The Leader of the Council stated that this slight increase in rent arrears was not too bad considering the economic state of the country at that time.

**Decision:**

**To note the findings from IA audit to date.**

38 **Forward Work Programme**

No forward work programme was presented to the Chairman. The Chairman requested that briefing meetings were arranged in future.

39 **Date of next meeting**

The next regular meeting of the Audit Committee was to be confirmed with the Chairman's agreement.

40 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.00 - 11.55 am)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail [david.parkes@wiltshire.gov.uk](mailto:david.parkes@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## **WILTSHIRE HEALTH AND WELLBEING BOARD**

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### **MINUTES OF THE WILTSHIRE HEALTH AND WELLBEING BOARD MEETING HELD ON 31 JULY 2014 AT WILTSHIRE COUNCIL, COUNTY HALL, BYTHESEA ROAD, TROWBRIDGE, BA14 8JN.**

#### **Present:**

Chief Executive or Chairman Bath RUH, Dr Simon Burrell, Dr Toby Davies, Debra Elliott, Julie Hankin, Chief Executive or Chairman Salisbury Hospital, Cllr Laura Mayes, Dr Helen Osborn, Cllr Sheila Parker, Maggie Rae, Dr Stephen Rowlands (Vice Chairman), Cllr Jane Scott OBE (Chairman) and Deborah Fielding/Simon Truelove (Chief Finance Officer CCG)

#### **Also Present:**

Laurie Bell, David Bowater, Frances Chinemana, Julia Cramp, Ian Gibbons, Michael Hudson, Nick Marsden, Kevin Mcnamara, Robin Townsend, Brian Warwick and Steve Wheeler (Healthwatch Wiltshire), Liz Brown (Dorothy House)

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#### **42 Chairman's Welcome and Introduction**

The Chairman welcomed everyone to the meeting, reminding all present that this was a public meeting where members of the public were encouraged to become involved in the debate that would arise.

#### **43 Apologies for Absence**

Apologies were received from:

- Angus Macpherson (Police & Crime Commissioner)
- Patrick Geenty (Wiltshire Police Chief Constable)
- Carolyn Godfrey (Corporate Director, Wiltshire Council)
- James Cawley (Associate Director, Wiltshire Council)
- Christine Graves (Healthwatch Wiltshire) – Steve Wheeler attended on her behalf
- Gareth Bryant (Wessex Local Medical Committee)
- Cllr Keith Humphries (Cabinet member for Public Health, Protection Services, Adult Care and Housing)
- Cllr Ian Thorn (Opposition Group representative)
- Patrick Geenty (Wiltshire Police Chief Constable)
- Ken Wenman (South West Ambulance Service Trust)

44 **Minutes**

The minutes of the previous meeting held on 22 May 2014 were approved as a correct record with the following amendment:

To include Julie Hankin and Iain Tully from AWP in the attendance details.

45 **Declarations of Interest**

No declarations of interest were received.

46 **Chairman's Announcements**

The Chairman made the following announcements:

**Winterbourne View**

An update could be found on page 13 of the agenda. Board members were also reminded that regular briefings were also provided to the Joint Commissioning Board (JCB) on the subject.

**Wiltshire Council's Public Health and Arts Development Service**

The Service would be hosting an Arts and Health in Wiltshire conference on 30 September between 10am and 4pm at the Devizes Corn Exchange. All Board members were welcome to attend, noting the positive impact arts could have on health and wellbeing.

**Question received in relation to shingles**

Susannah Ramsay from Sanofi Pasteur MSD was welcomed to the meeting and submitted a question in relation to the shingles immunisation programme introduced in September 2013. Assurance was sought on the measures in place to monitor the roll out of the programme.

Debra Elliott from NHS England responded to the question, confirming that vaccines provided by GPs were reported regularly and that all were supportive in working with partners to deliver an appropriate roll out. There was not as yet a full years data set available as the immunisation programme had begun in September last year. However it was understood that approx 60% of 70 year olds and 57% of 90 year olds had to date received the vaccination.

The rationale behind the emergence of the vaccination was to reduce the pressures on emergency admissions to hospital via severe shingle cases. Discussion took place on the effectiveness of the immunisation programme with the Chairman suggesting that a review on the take-up of the vaccine would be beneficial. The Board were supportive of this approach and agreed to establish a working group with representatives from the Clinical Commissioning Group (CCG), Public Health England, NHS England and Wiltshire Council's Public Health.

The Group would provide an update on its findings for the next meeting to be held on 25 September.

#### 47 **Mental Health and Wellbeing Strategy**

The Board at its previous meeting in May agreed that the draft Mental Health and Wellbeing Strategy would be brought back to the next meeting and the Board updated accordingly.

Maggie Rae, Corporate Director Wiltshire Council, provided an update on the draft strategy which included that Karen Spence from Wiltshire Council Public Health was working closely with colleagues at the CCG regarding its development.

The resulting strategy would emphasise the quality of life for individuals, their families and carers and parity of esteem providing equal focus on mental and physical health, noting that evidence suggested that physical health issues of those with mental health problems were often not dealt with appropriately and resulted in a lower life expectancy as a result.

Statistics highlighted included:

- 1 in 4 individuals would experience mental health problems in their lifetime.
- 1 in 10 new mothers expected to experience post natal depression.
- Mental ill health equated to approximately 23% of health issues in UK.
- 11% of the NHS budget was spent on mental health (almost double that spent on cancer).

The strategy was required to provide better outcomes for people and the aim for Wiltshire was to create environments and communities that keep people well across their lifetime, achieving and sustaining good mental health and wellbeing for all.

Within the local area, the Quality Outcome Framework 2010/11 mental health register had just over 3k people in Wiltshire, with suicide figures reported as higher in the South West than the national average.

The draft strategy was being prepared using stakeholder feedback together with evidence provided via the Joint Strategic Assessment (JSA) and would emphasise the importance to service users.

Six main areas of activity had been identified to achieve the strategy

- Prevention and early intervention (including perinatal mental health)
- Promoting emotional wellbeing and tackling stigma and discrimination
- Personalised recovery based services with a wellbeing perspective
- Effective and efficient use of resources to ensure value for money

- Closer collaboration with service users, families and carers in the development of services
- Joint working with a wider group of statutory services

The 3 month consultation period was expecting to commence following approval from executive bodies to proceed in September which would include further engagement with stakeholders and service users.

The need to include a link to parenting and the need to ensure the message that bad parenting often resulted in a negative impact on children's emotional wellbeing and appropriate sign posting for all groups was highlighted as well as further reference required on crisis work. The work taking place with the police authority was highlighted as an example of positive joined up work being undertaken.

It was confirmed that the draft strategy had been presented to the CCG Board in July to seek approval to proceed to consultation. and had been discussed in public with a lot of positive feedback received. This included the need for an implementation plan which was expected to be prepared following consultation.

Acknowledging the need for appropriate stakeholder involvement, Brian Warwick, the attending Older People's Champion, would be contacted after the meeting to seek details on suggested stakeholders that may not already been involved.

Recognition was also given on the importance of developing a strong strategy but that specific targeted work (such as that taking place between the Bath RUH and AWP on maternity care) would continue in the interim.

To ensure the Strategy remained a focus for the Board, an update would be provided in September with a more detailed report and draft implementation plan inclusive of existing work presented in November 2014. Noting that a Children's Mental Health and Wellbeing Strategy was already in place, future reporting should also highlight how the two strategies linked together.

#### 48 **Dementia Strategy**

Ted Wilson (CCG) was welcomed to the meeting to provide a presentation on the final draft Dementia Strategy and dementia programmes within Wiltshire following consultation undertaken through February to May.

The related Action Plan was currently being developed and would take note of the letter sent to all health and wellbeing boards notifying them of the need for a focus on dementia.

Reference was also made to the Health Select Committee Dementia Task Group which was due to report its findings on advanced dementia care to the Committee in September. Feedback received via the Committee would be

taken into consideration as part of the Strategy and further consultation on these elements would take place thereafter.

Rhian Bennett, the report author, was also welcomed to the meeting and confirmed that the main findings of the consultation highlighted that people were supportive of the draft strategy presented today.

Ensuing discussion included the need for a stronger focus on removing dementia sufferers from a hospitalised setting, noting that this was often not the best place to undertake assessments. It was however noted that many sufferers in acute care often had other acute conditions resulting in their hospitalisation.

The importance of providing families and their carers with a clear understanding of what support was available was also highlighted and the advanced Dementia Care Strategy would provide the tools for a pathway for the extreme sufferers who were not able to return home. A vision of care for people in residential and nursing homes was also highlighted as an area to be covered within the final Strategy.

The Chairman sought consensus from the Board that they were happy to agree for the Strategy to move forward which was given.

#### 49 **Pharmaceutical Needs Assessment (PNA)**

The Board were reminded that the development of the PNA was passed to the Wiltshire PNA Steering Group in September 2013 and that a draft was to be presented today for the Board's approval.

Prior to further discussion, the Chairman made the Board aware that Gloucestershire County Council had written to the Board to make it aware of their draft PNA as part of its consultation, details of which would be circulated to Board members after the meeting to allow contribution accordingly.

Kate Blackburn, Speciality Registrar in Public Health, was then introduced to take the Board through the Wiltshire PNA where the following information was provided.

Responsibility for developing the PNA transferred to Health and Wellbeing Boards via the Health and Social Care Act 2012.

The Wiltshire PNA Steering Group, chaired by the Cabinet member responsible for Public Health, Cllr Keith Humphries, had worked to identify pharmaceutical need in the local area and the resulting PNA would be used by NHS England in future considerations.

The PNA developed by the PCT in 2011 was of a good standard and was therefore used as the basis for development once responsibility was passed to the HWB and therefore the design and layout were the same.

All HWB were required to publish their PNA by 1 April 2015 and all main agencies would therefore need to be consulted as part of the process. Consultation would be taking place between October and November with a final PNA submitted to the Board for approval in February.

Details of the engagement undertaken to prepare the current draft PNA included reference to the Joint Strategic Assessment (JSA), questionnaires to patients and engagement with Healthwatch Wiltshire who, as a member of the Steering Group, had proven invaluable in helping to develop the document for consultation.

Although HWBs were required to assess the PNA within 3 years of its publication, the steering group planned to review regularly within this period to ensure it remained fit for purpose.

In opening up discussion to the floor several comments were received in relation to Out of Hours services with several members of the Board expressing concern over the service currently provided, noting that some medicines were currently only available via hospitals.

The benefits of ensuring medicines were available via pharmacies was highlighted with note made to the significant increase in individuals using pharmacies for advice since 2011.

The Board endorsed the proposal to proceed to consultation, requesting that the comments of the Board should be taken into consideration within that and looked forward to receiving the final PNA for approval in February 2015.

## 50 **Co-Commissioning of Primary Care**

On 1 May 2014 NHS England announced plans to allow CCGs to develop new models for co-commissioning primary care. CCG's were asked to submit their expressions of interest to NHS England by 20 June, indicating the form they would like co-commissioning to take and indicating a preference in terms of how it should evolve.

Deborah Fielding, Chief Officer CCG, confirmed that a submission had been made and that a central assessment team were now looking at the submission which included a wish by the CCG to have delegated responsibility to develop a local primary care strategy. This would include the ability to commission all primary care funding streams outside of core contracts, the responsibility of which was currently shared between CCG and NHS England, noting the benefits that joint resources would provide.

Clarification was made that Wiltshire was already in a strong position to deliver better integration and that no funds would be transferred until 1 April 2015 whilst the legalities of future commissioning were reviewed at a national level.

The Board were supportive of the proposed approach and looked forward to receiving further details on key milestones as they evolved.

## 51 **End of Life Care**

Dr Helen Osborn as Lead GP on the End of Life Care Strategy provided an update on its development and the End of Life Care Programme which included details on the rationale behind the need for a strategy. 70% to 80% of patients in Wiltshire currently died within a hospital setting rather than their preferred choice of home and there was a desire to reduce the number in line with patients wishes.

Following the development of the End of Life Care Strategy an End of Life Care Programme Board had been established to help with its development and delivery. This Board had met twice this year and initial work streams identified included:

- CHC fast track process review
- Electronic Palliative Care Co-ordination system (EPaCCs)
- Allowing a Natural Death (Treatment Escalation Plan and DNACPR<sub>2</sub>)
- User experience, baseline and monitoring
- Needs Assessment
- Current service mapping and baseline
- Care at Home
- Education

As further work was continuing on the development of the work streams it was proposed that the Board may wish to receive a further update in November when further detail would be available.

Liz Brown, Chief Executive Dorothy House, was in attendance and was invited to speak on the item where confirmation was given that hospices had been involved in the review and development of the strategy presented today.

The Chairman of the Board expressed the importance of ensuring a robust strategy with a clear programme on how all partners were working together to meet the needs of the individual.

Attention was drawn to the End of Life Care pathway of six steps that underpinned the strategies, these were:

- Discussions as the end of life approaches

- Assessment, care planning and review
- Coordination of care
- Delivery of high quality services in different settings
- Care in the last days of life
- Care after death

In noting the positive steps planned to ensure the needs of the individual were met, the attending Chief Executive from Dorothy House also emphasised the need for sufficient shift of resources to deliver support within the community.

To provide the Board with a clearer understanding of the process in action it was proposed that patient scenarios should be provided in future updates as well as a draft implementation plan. Both of these actions would give the Board confidence that the Strategy met the needs of the individual and provided a clear system for the individual to follow.

In discussing required resources, reference was made to carer support in some outerlying areas of the County which had in the past proven difficult to resource. Reference was also made to the need for a 24/7 crisis team for patients and their carers noting that the ambulance service was relied upon in many instances at the time of crisis. This emphasised the need for access to patient records out of hours to ensure the wishes of patients were followed.

The Companion Volunteer Scheme was referenced as a pilot scheme funded by the CCG to provide support which could be utilised in this area. Specially trained volunteers were able to working alongside the hospice to provide additional support for families and patients and alleviate pressures on the system.

Acute hospitals were supportive of this approach with Salisbury Hospital offering any support required, noting the benefits to those at end of life.

The Board requested that the comments made should be taken into consideration and that a detailed implementation plan as well as a further update should be provided.

The Board agreed to receive an update on End of Life Care at its next meeting in September and that a further update, together with detailed draft Implementation Plan, would be presented in November.

## 52 **Better Care Plan**

James Roach, Integration Manager, provided an update on the Better Care Plan and the progress made to date since the previous update to the Board.

Several updates to the report since it was written in June were now available, including that Wiltshire had been recognised nationally as a leader in terms of

best practice and had as a result been identified for fast track. This would result in early sign off of the Plan.

An investment of approx £27m had been made in the Better Care Fund for Wiltshire to take forward a number of core programmes overseen by a Better Care Plan Governance Group. The core spend was broken into several schemes details of which were provided within the report.

In addition to the workstreams the Plans were also required to meet a number of conditions, namely:

- Protection for social care services
- Seven day working in health and social care
- Better data sharing
- Joint approach to assessments and planning
- Agreement and monitoring of the consequential impact of changes in the acute sector.
- Renewed commitment across the programme in relation to a range of other enablers.

Details of schemes and impact to date were also highlighted. These included:

- Rapid response, discharge coordination and 7 day working
- Community teams – 3 pilot sites had been identified to launch integrated community care teams. All key partners were working together to ensure success.
- Single view of client – A project team had been established and good progress was being made. Within the next few weeks details of the adult social care database would be shared with GPs and would continue to be rolled out to as many as possible.

A launch event was taking place on 2 September for stakeholders to highlight some of the progress made in relation to the View of the Customer system. Further details would be provided to Board members following the meeting.

Ensuring discussion also included the existing 111 service with concern raised by several attendees on its suitability to deliver. The CCG confirmed that the service would continue to be monitored with reports to the CCG Executive Body. Further updates would also be provided to the HWB.

Reference was made to the risk associated in delivery of the Plan which included recruitment and retention of health professionals. Wiltshire Council was looking at ways to address this with the establishment of training academies being considered at present. Further details would be provided at a later date on the development of this.

Further information was provided on the 100 day challenge which would be going live from 1 September 2014. This was a system wide approach that

aimed to reduce the number of attendances and admissions for frail patients as well as reducing the amount of time they spent in hospital.

Details of the presentation made on the 100 day challenge can be found attached to these minutes but included that the challenge required full commitment and collaboration across the system to be successful.

The focus of the 100 day challenge would be:

- Case Management
- Primary Care Management
- Access and Referral Routes
- Managing Crisis
- Managing Sub Acute Patients in a Community Setting
- Reducing length of stay and improving discharge process
- Ongoing Measurements/Monitoring and Action

The support of the Board was sought to ensure the success of the challenge.

Reference was made to the health themed area board events taking place across the county in September and October and how key details from the Better Care Plan, 100 day challenge and CCG 5 year plan could be incorporated. Details of the area board dates would be circulated to Board members following the meeting.

The Board welcomed the presentation received and looked forward to receiving further updates on continued progress at the next meeting.

### 53 **Re-commissioning of Children's Community Health Services**

Julia Cramp , Joint Associate Director, and Deborah Fielding, Chief Officer CCG, provided the Board with a verbal update on the re-commissioning of children's community health services. This included that a consultation exercise was currently underway to develop a single service, noting that at present 5 separate providers delivered the existing service across the county.

A stakeholder event had taken place on 1 July with the involvement of Healthwatch Wiltshire as part of the consultation process and further continued consultation would continue.

Details of future engagement events would be circulated to Board members and a report would be presented to the next meeting of the Area Board in September to provide an update on progress.

### 54 **Date of Next Meeting**

The next meeting of the Board would take place on 25 September 2014.

### 55 **Urgent Items**

There were no urgent items for consideration.

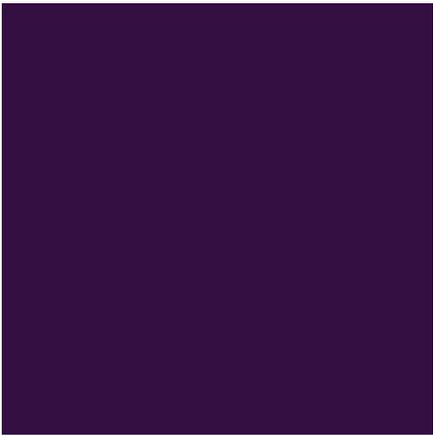
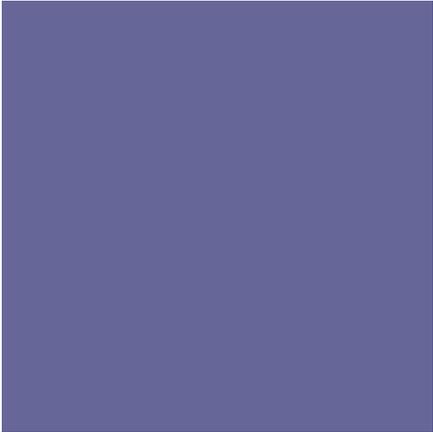
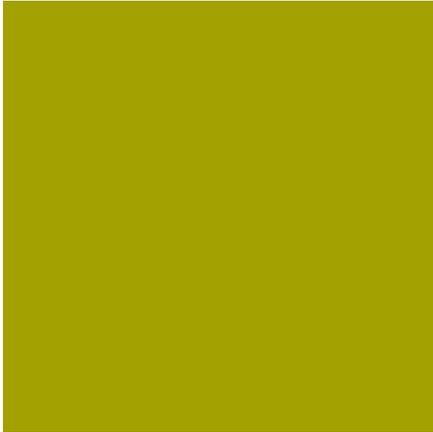
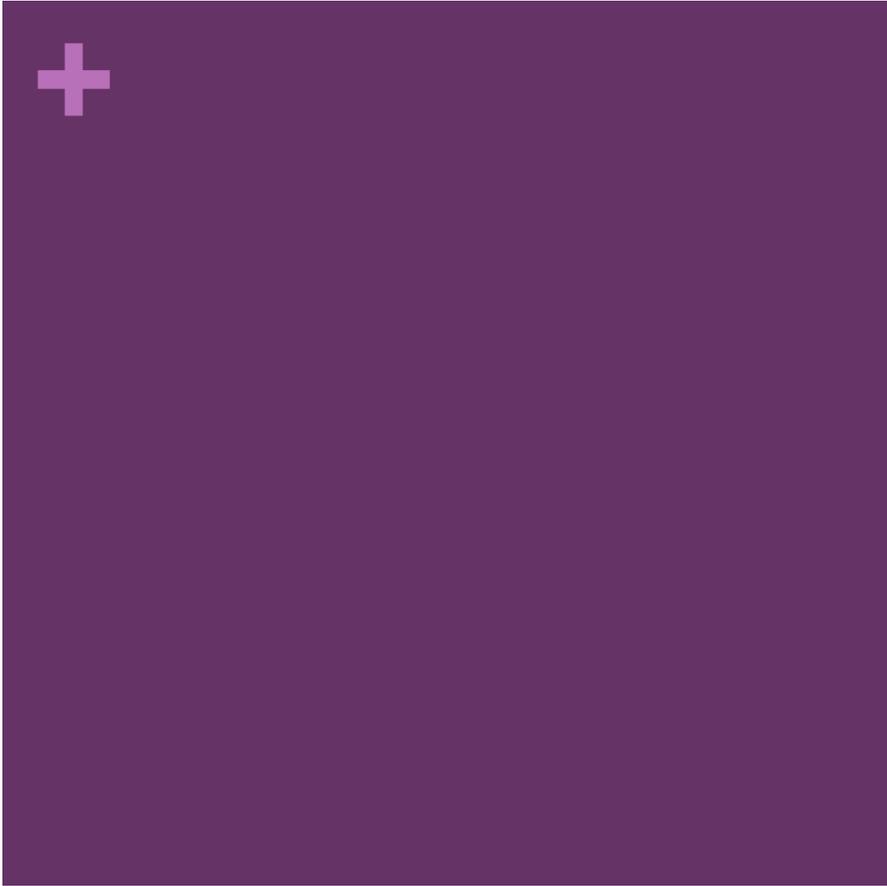
(Duration of meeting: 3:00pm – 5:40pm)

The Officer who has produced these minutes is Sharon Smith, of Democratic & Members' Services, direct line 01225 718378, e-mail

[SharonL.Smith@wiltshire.gov.uk](mailto:SharonL.Smith@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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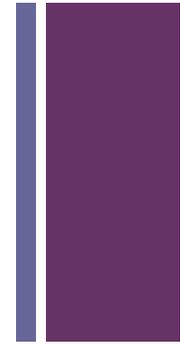
# Implementing the **100 day challenge** across Wiltshire

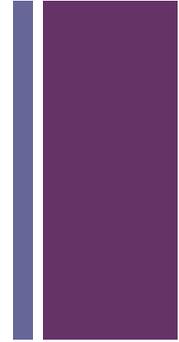
Draft Briefing Slides

James Roach  
Director of Integration

# + Context

- Ambitious but challenging admission avoidance and financial targets
- Activity reductions + cost savings not being achieved = **Increased pressure**
- Differing patient and practitioner experiences
- Not all stakeholders behind the message
- A Range of new schemes due to go live in September
- Need to enhance delivery focus and daily performance management
- Alternative models of care have to be credible, integrated and deliver
- ? Are we making a difference ?
- Expectations from Centre include *detailed risk assessments / commitment to expected reductions and an early implementer approach.*
- Wiltshire's enhanced fastrack status increases profile
- Need to clearly define our integrated delivery model and establish an accurate view on delivery





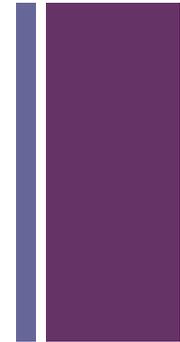
*Ambition into action*

***THE 100 DAY CHALLENGE***

# + What is the 100 day challenge ?

- Going live from the 1<sup>st</sup> September , this will be a system wide approach aiming at reducing the number of attendances and admissions for frail patients in Wiltshire and reduce the amount of time they spend in hospital.
- Includes all health and social care partners in Wiltshire
- Focusing on preventing avoidable admissions for a wider range of conditions
- Under the launch of a range of new innovative schemes and maximise /priorities the use of these schemes delivering ***right care in the right place***
- Requires full commitment and collaboration across the system
- Need for system to combine our approaches to care for frail individuals and help them stay home for longer.

# + Focus of the 100 day challenge



## **Case Management**

- Enhanced 7 day management of the high risk 2 % underpinned by frailty scores
- Community Geriatrician identification and monitoring of the highest risk patients from acute wards
- Focused discharge to assess programmes supporting transfer from wards
- System management of the EOL register
- Community geriatrician and multi morbidity clinics combining

## **Primary care management**

- Initiatives across all 58 GP Practices focussing on proactive care and support planning for frail elderly.
- For the more vulnerable patients and those with co-morbidities, there is evidence that these 'high risk' patients are best managed by a multi-disciplinary team who can work with the patient's GP to assess, plan and deliver a personalised plan of care, including assessing falls risk, reviewing and reconciling medications, screening for depression and social isolation, and documenting patient wishes for care at the end of life.

# + Focus of the 100 day challenge

## **Access and referral routes**

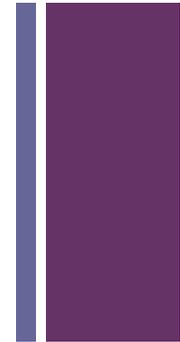
- An enhanced simple point of access with one number to call for services /professionals
- Detailed directory and clinical triage processes
- Improved connection to acute hospitals
- Ensuring complete access to services 7 days a week

## **Managing crisis**

- Enhanced HTLAH within the first 72 hours
- 72 hour pathway for EOL patients
- Commitment from ambulance trusts to convey to non acute locations
- Continued delivery of the successful care home support and dom care programmes
- Enhanced specialist input in community settings by the community geriatrician
- Geriatrician led discharge from ED with connection to existing front door models

## **Managing sub acute patients in a community setting**

- Launch of step up beds in community settings for a range of clinical conditions with average LOS of circa 7 days
- Relaunch of STARR and delivery of new intermediate care action plan
- Community nursing “ step up “ services to be prioritised and expanded



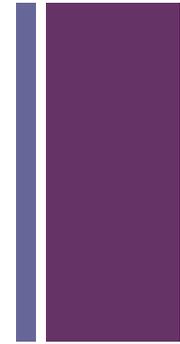
# + Focus of the 100 day challenge

## **Reducing length of stay and improving discharge processes**

- Green to go for Wiltshire to be launched
- System DTOC actions to be activated for each acute hospital
- Roll out of discharge to assess across the system
- Extended hospital to home pathways
- Commitment to consultant review within 24 hours
- Improved and enhanced ICB model ( formally STARR ) accessible 7 days a week
- Focused review of conversion rate and outlier volume ( agree targets )

## **Ongoing Measurement /Monitoring and action**

- System review check stage to go live at the same time ensuring ongoing review and action
- Launch of the **Multi Agency View** across general practice.
- New performance management process in place across system with new indicators
- CCG to launch daily system dashboard
- Daily exec leads monitoring performance
- Daily bed state reports
- Weekly issue logs / reports and formal monthly evaluations

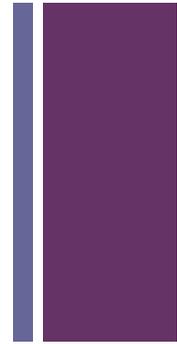


## + What next ?

- Agree outline scope by 1<sup>st</sup> August 2014
- Update and request for support ay HWB on 31<sup>st</sup> July
- Outline communication plan to be drafted by 31<sup>st</sup> July
- Draft performance Dashboard in place by 1<sup>st</sup> August
- Commence system wide comms by 8<sup>th</sup> August

## Whats needed

- Full commitment and focus all stakeholders
- Alignment with prioritisation
- Operational and challenge mindset
- Clear message to providers
- Clear organisational message



## **WILTSHIRE PENSION FUND COMMITTEE**

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### **MINUTES OF THE WILTSHIRE PENSION FUND COMMITTEE MEETING HELD ON 17 JULY 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.**

#### **Present:**

Cllr Steve Allsopp, Cllr Tony Deane (Chairman), Cllr Brian Ford, Cllr Charles Howard (Vice-Chair), Cllr Mark Packard, Mr Mike Pankiewicz, Cllr Sheila Parker

#### **Also Present:**

Jim Edney  
Joanne Holden  
Cllr Dick Tonge

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#### **49     Membership**

The Chairman welcomed all those present to the meeting.

Cllr Steve Allsopp was welcomed as the newest Member of the Wiltshire Pension Fund Committee.

An update was given on the employer body representative positions noting that one position was available for educational scheduled bodies and one for admitted bodies. Two applications had been received from the educational institutes and interviews would be held on the 4 September, no application had been received from admitted bodies at present.

#### **50     Attendance of Non Members of the Committee**

There were no non-members of the Committee present.

#### **51     Apologies for Absence**

Apologies had been received from:

- Cllr Roy While
- Tony Gravier

#### **52     Minutes**

The Minutes of the meeting held on 5 June 2014 were presented for consideration. It was;

Resolved:

To approve the Minutes of the previous meeting as a true and correct record.

53 **Chairman's Announcements**

The Chairman made the following announcements:

**Baillie Gifford**

The Chairman thanked Baillie Gifford for their presentation and refreshments which marked 20 years of working together.

**Self Assessments**

The Chairman asked the Members of the Committee to complete the self assessment forms which had been sent to them prior to the meeting, noting that these would form the basis for training sessions for the Members. Options for refresher and induction training were discussed and would be looked into to identify if it is required.

54 **Declarations of Interest**

There were no declarations of interest.

55 **Public Participation and Councillors' Questions**

There were no questions or statements submitted.

56 **Draft 2013-14 Annual report**

The draft annual report was discussed by Members. It was noted by the Head of Pensions that Wiltshire Council had recently been audited and he was currently unaware of any issues but this would be reported on at the September meeting. It was;

**Resolved**

**To approve the draft Wiltshire Pension Fund Annual Report & Financial Statement 2013- 14 for publication.**

57 **Statement of Investment Principles (SIP)**

The SIP was presented to Members and noted that there had not been any changes or amendments. It was;

**Resolved**

**To approve the 2014 Statement of Investment Principles.**

**58 Local Government Pension Scheme Reforms Update**

A consultation update was given noting that the deadline for comments would be the 15 August 2014. The Members were also informed that a Pension Board, to assist the Wiltshire Pension Fund Committee with compliance, would need to be in place by 1 April 2015. It was noted that the guidelines for setting the board up were at present brief and that there were a number of key issues to address before the board could be set up. It was;

**Resolved**

- a) To delegate the approval of the formal response from the Wiltshire Pension Fund to the consultation to the Head of Pensions, after consultation with the Chairman and Vice Chairman taking into consideration the points raised at the meeting; and**
- b) To note that officers will consider the issues for implementation of a local pension board and update this Committee in September.**

**59 Date of Next Meeting**

The next meeting of the Wiltshire Pension Fund on the 11 September 2014 was noted.

**60 Urgent Items**

There were no urgent items.

**61 Exclusion of the Public**

**Resolved**

**To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Numbers 62 to 64 because it is likely that if members of the public were present there would be disclosure to them of exempt information defined in paragraph 3 of Part 1 of the Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public. Paragraph 3 – information relating to the financial or business affairs of any particular person (including the authority holding that information).**

62 **Western Asset Management - Review of 2013-14 & Plans for the Future**

Marian George and Paul Shuttleworth gave a verbal update on the annual report for the Pension Fund, and took questions from the Committee on the progress and future plans for that mandate. Following which it was,

**Resolved**

**To thank the representatives from Western Asset Management for their attendance and noted the update.**

63 **Barings - Review of 2013-14 & Plans for the Future**

Brian Corris and Andrew Cole gave a verbal update on the annual report for the Pension Fund, and took questions from the Committee on the progress and future plans for that mandate. Following which it was,

**Resolved**

**To thank the representatives from Barings for their attendance and noted the update.**

64 **Asset Allocation Update & Review of Strategic Allocation to Bonds**

The Head of Pensions and Mercers gave an update on the current asset allocation position and reviewed the Fund's strategic asset allocation to bonds. Discussions focused on the options available to the Committee and it was;

**Resolved**

**To allow officers to look at options for expanding the bond allocation to include Multi Asset Credit and Absolute Return Investments with and update provided in September.**

(Duration of meeting: 10.30 am - 1.30 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 718262, e-mail [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## WILTSHIRE PENSION FUND COMMITTEE

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**DRAFT MINUTES OF THE WILTSHIRE PENSION FUND COMMITTEE MEETING  
HELD ON 11 SEPTEMBER 2014 AT KENNET ROOM - COUNTY HALL,  
TROWBRIDGE BA14 8JN.**

**Present:**

Cllr Tony Deane (Chairman), Cllr Charles Howard (Vice-Chair), Cllr Mark Packard,  
Cllr Sheila Parker and Cllr Roy White

**Also Present:**

Mr Jim Edney and Joanne Holden and Linda Stewart

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65 **Membership**

David Anthony, Head of Pensions, informed the Committee that two new employer representatives had been appointed as new Members of the Committee. Linda Stewart from Hardenhuish Academy and Diane Hall from Selwood Housing.

66 **Attendance of Non members of the Committee**

There were no non members of the Committee present.

67 **Apologies for Absence**

Gravier  
Apologies were received from:

- Mike Pankiewicz
- Cllr Brian Ford
- Cllr Allsopp

68 **Minutes**

The Minutes of the meeting held on 17 July 2014 were presented for consideration. It was;

Resolved

To approve the Minutes of the previous meeting as a true and correct record.

69 **Chairman's Announcements**

The Chairman made the following announcements:

**Self Assessment Forms**

The Chairman reminded all of the Committee Members to fill in and submit their Self Assessment Forms, noting the importance of the assessments to identify training needs.

**Local Pension Boards**

The Head of Pensions updated the Committee on the implementation of the Local Pension Board, noting that they were still waiting for the regulations which should be out end of September/ early October. The importance of employing at least one professional to the board was mentioned. An update will be brought to the December meeting.

70 **Declarations of Interest**

There were no declarations of interest.

71 **Public Participation and Councillors' Questions**

There were no questions or statements submitted.

72 **External Audit Report**

The Head of Pensions updated the Committee on the latest external audit report and it was noted that no issues of concern.

Resolved

The Committee noted the Final Audit Report.

73 **Pension Fund Risk Register**

The Head of Pensions updated the Committee on the Pension Fund Risk Register noting that there had not been any significant changes.

Questions were asked about PEN015. It was noted that work was on-going to develop a framework to review and monitor admitted bodies who were close to cessation. Following which it was;

Resolved

To note the attached Risk Register and measures being taken to mitigate risks.

74 **Budget Monitoring 2014-15 Report**

Catherine Dix, Strategic Pension Manager, updated the Committee on the Pension Fund Budget Monitoring 2014-2015 Report. It was;

Resolved

To note the report.

75 **Officers Training Update**

The Head of Pensions introduced the annual officers training update, noting that four officers were currently studying the Chartered Institute of Payroll Professionals – Foundation Degree in pension Administration, and two officers had completed the Certificate in Pension Administration and two more currently undertaking the same course.

Attention was drawn to the in-house training which would focus on the LGPS. Other training avenues included corporate training and external training.

Benchmarking had also been discussed for comparisons with other funds and noting the importance of training to mitigate the risk of lack of expertise.

The possibility of a training passport was discussed and the Head of Pensions would look into the possibility of introducing the initiative.

Succession planning was discussed and it was noted that the Pension teams structure provided a progression route, was working to keep the roles interesting and enable development opportunities in order to retain their officers. It was;

Resolved

To note the annual offices training report.

76 **Appointment of Employer Representatives to the Wiltshire Pension Fund Committee**

The Committee was informed that following interviews, Linda Stewart from Hardenhuish Academy and Diane Hall from Selwood Housing had been appointed as the new Members of the Wiltshire Pension Fund Committee.

The Committee welcomed Linda and Diane to the Committee.

77 **Date of Next Meeting**

The next meeting of the Wiltshire Pension Fund on the 11 December 2014 was noted.

78 **Urgent Items**

There were no urgent items

79 **Exclusion of the Public**

Resolved

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Numbers 62 to 64 because it is likely that if members of the public were present there would be disclosure to them of exempt information defined in paragraph 3 of Part 1 of the Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public. Paragraph 3 – information relating to the financial or business affairs of any particular person (including the authority holding that information).

80 **Investments Quarterly Progress Report**

The Committee was updated on the performance of the Fund's investment for the quarter. It was;

Resolved

To note the two investment reports and the updates provided by officers and advisers.

81 **Investment Review Update - Options for the Bond Allocation**

The Committee were informed of their potential options for the Fund's bond allocation. It was;

Resolved

To note the options by the advisor for the different bond options and;

To ask officers and advisor to undertake a selection process and shortlist managers to present to the Committee.

82 **Barings - An Update on the Recent Personnel Changes**

The Head of pensions introduced a paper and Brian Corris and Marino Valensise from Barings gave a verbal update on the recent changes to its investment team. Following which it was;

Resolved

To thank the representatives from Barings for their attendance, to note the updates and to take no immediate action but put Barings under formal “watch”..

83 **Partner Group - Review of 2013-14 & Plans for the Future**

Sarah Brewer and Sergio Jovele gave a verbal update on the annual report for the Pension Fund, and took questions from the Committee on the progress and future plans for that mandate. Following which it was,

Resolved

To thank the representatives from Partner Group for their attendance and noted the update.

(Duration of meeting: 10.30 am - 1.45 pm)

The Officer who has produced these minutes is Jessica Croman, of Democratic Services, direct line 01225 718262, e-mail [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

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## WILTSHIRE POLICE AND CRIME PANEL

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**DRAFT MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 4 SEPTEMBER 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE LANE, SALISBURY, SP2 7TU.**

**Present:**

Cllr Abdul Amin, Cllr Andrew Bennett, Cllr Richard Britton (Chairman), Cllr Trevor Carbin, Cllr Chris Caswill, Chris Henwood, Cllr Charles Howard, Cllr Peter Hutton, Cllr Julian Johnson, Kilgallen, Kyte, Angus Macpherson, Powell and Cllr Steve Wakefield

**Also Present:**

Angus MacPherson (Police & Crime Commissioner), Kieran Kilgallen (OPCC), Prof Allan Johns (OPCC), Chris McMullen (OPCC), Sarah Kyte (OPCC), Henry Powell (Wiltshire Council, Kevin Fielding (Wiltshire Council)

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**43 Apologies for Absence and changes to Membership**

Apologies were received from Cllr Glenis Ansell – Wiltshire Council, Cllr Oliver Donachie – Swindon Borough Council and Carlton Brand – Corporate Director, Wiltshire Council.

The Chairman thanked Kirsty Butcher – Senior Democratic Services Officer, Wiltshire Council and Emma Dove – Scrutiny Officer, Wiltshire Council, for their hard work in supporting the Wiltshire Police and Crime Panel.

The Chairman thanked Cllr Peter Hutton and Cllr Andrew Bennett for their help in the interview process for the vacant Independent Panel member.

**Resolved:**

- **The Panel endorsed the appointment of Cindy Creasy as an Independent Co-Opted member.**

#### **44 Minutes and matters arising**

##### **Decision:**

**The minutes of the meeting held on the 11<sup>th</sup> June 2014 were agreed as a correct record and signed by the Chairman.**

#### **45 Declarations of interest**

There were no declarations of interest.

#### **46 Chairman's Announcements**

The Chairman welcomed the Commissioner back to the meeting after his recent illness.

The Chairman advised that he had partaken in a number of constructive conversations with the OPCC about how to ensure that the Panel was doing everything it could to support the Commissioner in the delivery of his Police and Crime Plan.

The Chairman felt that in order for the Panel to do this it was important that:

- Give an appropriate amount of time and focus on the Commissioner's key work areas.
- Where possible, do this from the beginning of the process – giving the Commissioner feedback on projects and initiatives when they are being developed, rather than at the end of the process when they were being implemented.

The Commissioner had provided a letter that detailed what his four key work priorities were at the moment, these were:

1. The strategic integration with Wiltshire and Swindon Borough Council.
2. The Regional Vision for Collaboration.
3. The Performance Culture Review.
4. The Systems Thinking Review of Service Delivery.

The Chairman advised that the Panel had already been invited to contribute to the Police Performance Culture Review, with members being invited to take part in a working group to engage with the OPCC on this review.

#### **47 Public Participation**

There were no issues raised under Public Participation.

#### 48 **Wiltshire and Swindon Community Messaging**

Paul Mills, Business Analyst for Wiltshire Council, gave a presentation on the new Wiltshire and Swindon Community Messaging system.

Points made included:

- Wiltshire and Swindon Community Messaging had been live since Monday 18 August 2014.
- The service was being initially piloted in four neighbourhood policing areas - Malmesbury, Pewsey, Swindon West and Warminster.
- Wiltshire and Swindon Community Messaging was part of a national system called [Neighbourhood Alert](#), which is used by national Neighbourhood Watch and other police forces.
- The system was a localised version of social media, using real time messaging.
- Further information could be found at <https://www.wiltsmessaging.co.uk/>

Questions raised included:

Would local officers all receive the same level of training, to ensure the same level of service in all areas?

*a. Yes, Sector Inspectors were all on board to use the system.*

Will this system be able to help with food warnings etc?

*a. Yes, The system is very much a localised version of social media, using real time messaging.*

How is the system being promoted?

*a. Through the Neighbourhood Policing Teams, social media, Area Boards and Parish Councils.*

Can we be assured that the system would not be swamped with community messages, rather than police related issues.

*a. Yes. Individual users can chose just how much information they wish to receive.*

When will the system be rolled out?

*a.Full roll out is scheduled for October/November 2014.*

**Resolved:**

**The Panel noted the presentation.**

The Chairman thanked Paul Mills for his presentation.

**49 PCC Diary Report**

The PCC Diary report which set out a summary of commitments the Commissioner had undertaken since the last Police and Crime Panel meeting on 11 June 2014 was presented to the Panel.

The Commissioner advised that:

- He was pleased that the OPPC had functioned well during his enforced absence and thanked his staff for their hard work during this period.
- Since being back in the office he had attended several meetings with the constabulary and was pleased to have chaired the Commissioner's Monitoring Board which brought together chief officers and OPPC senior staff.
- That it was hoped that members would visit the Crime & Communications Centre.
- Police and NPT teams were now working out of Bourne Hill, Salisbury with the old Wilton Road site now available for the UTC development to commence.
- Plans were on track to re-site a custody suite back in Salisbury, Melksham custody suite was currently being used by Salisbury Police.

Questions raised included:

When would the old Chippenham Police station be sold?

*a.It is currently on the market, any updates on a sale would be given at future PCP and Chippenham Area Board meetings.*

What is the status of Police Cadets?

*a.Purely voluntary. It's all about engaging young people, many who have struggled with behavioural issues. It a great way of fostering team spirit etc.*

The Commissioner advised that he would give an update on the Police Cadets in six months time to the PCP.

**Resolved:**

**The Panel noted the PCC's diary report.**

50 **Quarterly data (Q1) - Risk / Performance / Finance / Complaints / Innovation Fund update**

The Quarterly data (Q1) report was presented to the Panel by the Commissioner.

The Commissioner advised that for some time, he had had reservations about the use of targets to measure the performance of Wiltshire Police. It was widely agreed that target driven organisations can leave themselves open to perverse behaviour as managers seek to deliver the desired targets, almost at any cost.

These concerns were shared by a number of well respected national professional bodies, including the UK Statistics Authority. In January 2014, the authority announced that it was stripping the official 'gold standard' status from police recorded crime statistics. A month earlier, the Commissioner of the Metropolitan Police conceded that there was 'cause for concern' about police statistics.

The Chief Executive advised that a "Gate Keeping" process had been put in place by Wiltshire Police with an independent panel who now decided which incidents should be recorded as crimes and the category of those crimes.

Questions raised included:

If there were to be no targets how do we know that Wiltshire Police was doing its job to a good standard?

*a. Wiltshire Police would continue to set targets and measure them.*

How would you deal with Performance if no targets were set?

*a. The Chairman advised that the OPPC had invited the PCP to become involved more with its Performance, with a task group looking at this topic.*

Would the PCP have access to the decisions of the Gate Keeping Panel?

*a. Yes. The panel's decisions would be made available to the PCP.*

Well done to Wiltshire Police for trying to get it right, but what about the other Police forces, how would Wiltshire's statistics match against their's?

*a. Wiltshire Police wants its statistics to be a fair and accurate picture of what is happening in Wiltshire.*

PCC Priority Scorecard 2014/15

The scorecard is graded as “Fair”, how do you get from “Fair” to “Good”?

*a. The scorecard has a weighted score which is consistently applied.*

Reducing Crime and Anti-Social Behaviour (ASB)

Public Opinion Survey - Results for the most recent survey conducted in early 2014 had recently been received by the Force and analysis would commence shortly. Therefore the results within this report are the same as published in the annual report last year?

*a. Data for this was not available for this report, but the analysis would go into the next report.*

Protecting the most vulnerable in society – the graph shows a difference of 44.4%?

*a. This was a national figure and not just Wiltshire.*

Putting victims and witnesses first

Neighbourhood Justice Panels – how many have been requested and Completed?

*a. 25 Neighbourhood Justice Panels had been requested with 17 local resolutions completed.*

Victim Satisfaction – Why had the figure dipped and then risen?

*a. The figure had to be looked at in context.*

Driving up the standards of customer service

Prosecutions that fail due to the quality of Police input – What are Wiltshire Police doing to improve on this?

*a. In the short term more Gatekeepers involved in the process, with fewer parties getting involved in the process.*

Northumbria Complaints Recording Process - The OPCC has been to visit Northumbria and see for itself how this operates. When would the PCP get any feedback from this meeting?

*a. A report on the Northumbria process would be circulated to the Panel at the next PCP meeting.*

Unlocking the resources to deliver

Number of PCSOs – Are Wiltshire Police advertising PCSO recruitment at the Bourne Hill and Monkton Park hubs?

*a. PCSO recruitment is widely advertised.*

Why does the force lose PCSOs?

*a. Some leave to have children, or become Police officers.*

The Chairman asked if there was any interest from the PCP members as to sitting on a Police Performance Culture Review Working Group. Cllr Julian

Johnson, Cllr Andrew Bennett and Chris Henwood advised that they would be happy to do this.

**Resolved:**

**The Panel noted the report.**

**51 Police and Crime Plan 2013-17 update**

The Commissioner presented an update to the Police and Crime Plan 2013-17. The Commissioner advised that he was looking to getting the Plan back to an April – April time frame.

Questions raised included:

How can you improve engagement to your role and the plan?

*a. it is a big job to promote the role of Police Commissioner. Press coverage has become better than it was.*

Complaints and professional standards – Complaints against Wiltshire Police increased last year, why?

*a. Greater confidence in the complaints process is driving up the number of complaints. Many complaints are also precursors to a civil claim.*

Innovation Fund – Will any funds not used be rolled over?

*a. It wasn't planned that the Innovation Fund would be an ongoing scheme. Current recipients of the fund will be evaluated at the end of the year.*

**Resolved:**

**The Panel noted the update report.**

**52 PCC response to the Final Report of the Volunteers and Special Constables Task Group**

The Police and Crime Commissioner presented his response to the Final Report of the Volunteers and Special Constables Task Group.

The task group was established by the PCP in November 2013 and its work focused on two key themes:

1. Special Constables
2. Community Safety Volunteers and 'Watch' schemes.

The Chairman expressed surprise that the PCC had made no reference in his Police and Crime Plan updates to the PCP's review.

**Resolved:**

**The Panel noted the report.**

**53 Task Group Update**

A report was presented by the Senior Scrutiny Officer providing an update on task group activity since the PCP's previous meeting.

**Resolved:**

**That Panel noted the update report.**

**54 Forward Work Plan**

**Resolved:**

**The Panel noted the forward work plan.**

**55 Future Meeting Dates**

- 19th November 2014 at Committee Room VI, Civic Office, Euclid St, Swindon SN1 2JH.

(Duration of meeting: 2.00 - 4.35 pm)

The Officer who has produced these minutes is Kevin Fielding of Democratic Services, direct line 01249 706612, e-mail [henry.powell@wiltshire.gov.uk](mailto:henry.powell@wiltshire.gov.uk)

Press enquiries to Communications, direct line (01225) 713114/713115

## WILTSHIRE & SWINDON FIRE AUTHORITY

**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY  
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES  
on THURSDAY 10 JULY 2014**

**Present :** Cllrs C Devine, G Perkins, A Bennett, Mrs M Groom, R Jones MBE, J Knight, H Marshall, C Newbury, G Payne, J Tray and Mrs B Wayman.

**24 Minutes of the Last Meeting**

The Minutes of the Meeting of 12 June 2014 were approved and signed.

**25 Apologies**

Apologies were received from Cllr Clark and Cllr Martin.

**26 Members' Interests**

The Chairman reminded members of the need to declare any interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or by the Ethics Committee. None were received.

**27 Chairman's Announcements**

- a) Members were asked to submit dates for visits to their local station to the Clerk.
- b) The Chairman updated members on his activities in his capacity as Chairman of the CFA.

**28 Questions from the Public**

Two questions were asked by Cllr Peter Edge, Wiltshire Council:

- a. *"Can the members of the CFA assure me and the residents of Wiltshire that the outcome of whether to proceed or not with the combination programme will be taken with the best interests of the Fire Authority and not be influenced by their potential masters in Wiltshire and Swindon Unitary Councils?"*

The Chairman responded that he could assure Cllr Edge that the integrity of the CFA was based on the best outcome for the people of Wiltshire and Swindon and that politics would not play a part, although the Authority would listen to the Constituent Authorities who represented the people.

- b. *"It is my belief that Combination is the only way to save the £3.8m per annum and I am confident that the residents of Wiltshire and Swindon, as well as the FBU and RFU, wish to see no closures of stations that will affect response times in our communities, especially rural areas. I would like some reassurances from this Authority to this effect."*

The Chairman responded that, whilst it would be wrong to "never say never", the Authority was working to ensure that front line services were protected despite cuts to Central Government grants.

## **WILTSHIRE & SWINDON FIRE AUTHORITY**

### **29 Public Consultation.**

Mr James, the strategic Principal Officer for the programme, outlined the decisions previously made by Members at the meeting in December 2013. At that meeting (which was preceded by a seminar where strategic options were discussed), it was unanimously agreed by both authorities 'that subject to a full business case and due diligence process to work towards the goal of establishing a new Combined Authority in 2016'.

Since then Members and senior officers from both authorities had worked through a Combination Oversight Board (COB), the terms of reference of which were agreed at the February Authority meeting. A draft business case, supporting documentation and a joint grant bid was produced and submitted in line with the recommendations agreed by the Fire Authority in December 2013.

Following the production of this documentation, a Members' seminar was held to consider these documents which were intended to support the consultation process. Questions were raised at this seminar about the authority of COB to approve the consultation process. At their June meeting, Members agreed that they would convene a special CFA to consider the public consultation process and supporting material.

Subsequently, and in consultation with the Chairman, it was agreed that a leaflet would be produced to consult the public and key stakeholders on three options. It was pointed out by Mr James that whilst this had been complied with, it was not in line with the decisions made and since communicated in December 2013

Mr James highlighted the risks of delaying the consultation:

- a) If the Combination Order was not submitted by the end of 2014, it could be delayed due to the General Election, thus putting at risk the decision made in December 2013 to work towards a potential Combined Fire Authority in 2016. This risk was highlighted by DCLG officials. Dorset Fire Authority required strategic clarity on the future governance arrangements between the two authorities to set its financial strategy and any further delay would increase risks in terms of financial planning and its associated change programme.
- b) In line with the decision in December 2013, a joint bid for £5.6 million of government funding had been submitted on 4 June 2014. This bid was to support the transition should the combination be approved; the ICT harmonisation costs; and the establishment of an educational safety centre in Salisbury that could be integrated within the campus philosophy and also act as a central multi-agency hub with facilities to support the hosting of meetings and accommodation for officers. The outcome of this bid would be known in September but was dependent on a potential combination decision. Delays to consultation and subsequent decisions associated to a combination would create a major risk to the allocation of this grant.
- c) Dorset Fire Authority's decision to establish a Joint Command and Control Centre (JCCC) at Potterne was predicated on combination of authorities in 2016. Any delay to the consultation process might mean that this decision may be reconsidered by the Dorset CFA as it needed to be clear what is strategic direction would be in relation to the wider combination proposals

## WILTSHIRE & SWINDON FIRE AUTHORITY

The third risk was contended by Cllr Bennett as incorrect. CFO Simon Routh-Jones stated that the papers and associated recommendations for combination and JCCC were linked. If there was no agreement for business case development for combination then the JCCC may not be progressed dependent upon a further perspective from Dorset CFA.

To help mitigate these risks associated with delaying the consultation process, senior officers and Members had met with their counterparts in Wiltshire Council and Swindon. It was proposed that the Authority continue with the consultation process from 21 July-20 October 2014 and that a further costing exercise be undertaken on the financial benefits of working with Wiltshire, Swindon and the Police.

The Authority were informed that at the November CFA, Members would have a full suite of costed options and the feedback from the public consultation exercise, which would enable them to make an informed decision on the way forward including a potential combination.

Mr James stated that it was important that Members had confidence in the proposed consultation process. He introduced Dale Hall from Opinion Research Services who had been engaged to carry out the consultation on behalf of the Fire Authorities and who gave the Members a presentation on the consultation process.

The Members received a paper and supporting documentation on the public consultation.

Cllr Bennett sought reassurance that the difference in population between Swindon and Wiltshire would be reflected in the distribution of the leaflets. Mr Hall stated that an increase in the sample area would not significantly increase the costs and that this would be done.

Cllr Bennett also sought clarification about the use of the results from social media and whether it would be clear about where the responses had originated. Mr Hall stated that the same questionnaire would be used for all consultation methods but it would be clear in the report where responses had come from.

Some Members raised questions with regards to the appropriateness of incentive payment to attendees of the public focus groups. Mr Hall replied that it was to cover travel, subsistence and time and to ensure that a representative attendance could be secured without disadvantaging those on low incomes.

Cllr Wayman asked if it was appropriate and lawful for the Authority to state a preferred option. Mr Hall replied that it was and there were examples elsewhere in the UK where this had been the case.

After further discussion, the following was proposed by Cllr Newbury:

That the public consultation process as outlined in the report proceed in parallel with further analysis on the potential for savings with local authorities, the Police and Dorset except that:

- i. The CFA would be clear that it has no preferred option
- ii. The folder of documents presented to the Members in June was not approved for public consultation purposes and would not be on the consultation website
- iii. Participants in residents' forums would not be paid.

## **WILTSHIRE & SWINDON FIRE AUTHORITY**

- iv. There would only be one press briefing on the consultation by the CFO and Chairman of the CFA
- v. There would be no encouragement of petitions as informed responses, comment and submissions were preferred
- vi. The public consultation document would be revised before publication to ensure a level playing field between the options and the Urgency Committee would meet to consider providing supplementary information for consultation.
- vii. The Urgency Committee would finalise instructions to the ORS on its management of the consultation in Wiltshire.
- viii. The CFA wished a report on the opinion in Wiltshire to be separate from the report on opinion in Dorset, although they would like to have sight of the Dorset report.

An amendment was moved by Cllr Jones MBE and seconded by Cllr Marshall. After debate, the amendment was voted upon and the Authority:

### RESOLVED:

*That participants in residents' forums should receive an incentive payment to attend.*

Cllr Newbury voted against and Cllr Bennett abstained: The CFO asked for clarification about the press briefing; it was agreed that a single line to take would be developed by the Chairman and the CFO from the Consultation Document, in order to give a consistent message throughout the consultation period.

The Treasurer was asked to compile a simple template of financial information that could be used in the consultation.

Cllr Wayman asked that the resolution on further costing work be restated to look at potential savings across all services rather than a focus on back-office.

After further debate the Authority

### Resolved:

1. *That the public consultation process as outlined in the report proceed in parallel with further analysis to look at potential for savings across all services with local authorities except that:*
  - a. *The CFA makes it clear that it has no preferred option*
  - b. *The folder of documents presented to the Members in June is not approved for public consultation purposes and should not be on the consultation website*
  - c. *There would be a press briefing statement regarding the consultation, prepared by the CFO and Chairman, which could be used in conjunction with the consultation document, throughout the consultation period in order to give a consistent message*
  - d. *There would be no encouragement of petitions as informed responses, comment and submissions were preferred*

## **WILTSHIRE & SWINDON FIRE AUTHORITY**

- e. *The public consultation document be revised before publication to ensure a level playing field between the options, and the Urgency Committee would meet to consider providing supplementary information for consultation.*
  - f. *The Urgency Committee would finalise instructions to the ORS on its Management of the Consultation in Wiltshire.*
  - g. *The CFA wished a report on the opinion in Wiltshire to be separate from the report on opinion in Dorset*
2. *The Consultation process would commence on 21 July 2014 and runs for a 13 week period until 20 October 2014.*
  3. *That the Members would consider the consultation responses together with the final business case at the November meeting of the Authority.*
  4. *That Dorset FRA be informed of this resolution.*

### **30 Urgent Business**

The Clerk announced that there was a requirement for the Authority to grant extensions to two contracts, but the Chairman requested that this be dealt with by the Urgency Committee.

(Meeting Closed 12:45)

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