

WESTERN AREA PLANNING COMMITTEE

MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 18 OCTOBER 2017 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Jonathon Seed (Vice-Chairman, in the Chair), Cllr Phil Alford, Cllr Trevor Carbin, Cllr Peter Fuller, Cllr Sarah Gibson, Cllr Edward Kirk, Cllr Stewart Palmen, Cllr Pip Ridout, Cllr Roy While (Substitute) and Cllr Jerry Wickham (Substitute)

Also Present:

Cllr David Halik and Cllr Tony Jackson

79 Apologies

Apologies for absence were received from Councillors Ernie Clark, Andrew Davis and Christopher Newbury.

Councillor Davis was substituted by Councillor Roy While.

Councillor Newbury was substituted by Councillor Jerry Wickham.

80 Minutes of the Previous Meeting

The minutes of the meeting held on 20 September 2017 were presented.

Resolved:

To approve as a true and correct record and sign the minutes of the meeting held on 20 September 2017.

81 Declarations of Interest

Councillor Andrew Davis, attending as the local member and not a member of the committee, declared that he was a part of the Feoffees (Trustees) of St Lawrence Chapel who were objectors in relation to applications 17/03839/FUL and 17/04445/LBC.

Councillor Pip Ridout declared a non-pecuniary interest in relation to applications 17/03839/FUL and 17/04445/LBC by virtue of being a member of St Lawrence Chapel.

Councillor Peter Fuller declared a non-pecuniary interest in application 17/06492/FUL. As he considered the applicant a close friend, he would leave the meeting when the item was considered.

82 **Chairman's Announcements**

The Chairman gave details of the exits to be used in the event of an emergency.

83 **Public Participation**

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.

84 **Planning Appeals and Updates**

The Planning Appeals Update Report was received. Attention was drawn to a correction to the last appeals update relating to a costs application that was lodged by Wiltshire Council in relation to refused application 17/00644/FUL, which was dismissed by the planning inspector. A short statement was also received from Mr Francis Morland.

Resolved:

To note the Planning Appeals Update Report for 8 September 2017 to 6 October 2017.

85 **Codford Path No. 15 Right of Way Modification Order 2016**

Public Participation

Jonathon Cheal spoke in objection to the order.

Josh Stratton, landowner, spoke in objection to the order.

Bob Richardson-Aitken spoke in support of the order.

Helen Belchamber spoke in support of the order.

David Shaw spoke in support of the order.

Cllr Tom Thornton from Codford Parish Council spoke regarding the application.

The Chairman introduced the item, noting that the Committee had previously considered the modification order on 2 November 2016. As objections had been received the order was required to be sent to the Secretary of State for Environment, Food and Rural Affairs for determination, and the Committee had resolved that the Council should take a neutral stance as to whether the order should be confirmed, considering the balance of evidence not sufficient to support a recommendation of confirmation as made, confirmation subject to modification or withdrawal.

Following that meeting officers became aware that advice provided to the Committee in relation to evidence under Section 31(6) of the Highways Act 1980, in relation to landowner's deposits made under that section and the effect upon the relevant 20 year period of purported use of the order route, was incorrect. Having been given legal advice by a solicitor and legal counsel that interpretation of the law had changed which had impacted on the information originally given to Committee. The matter had therefore been referred back to the Committee to consider the effect of the new information on the evidence relating to the order, and therefore their previous decision. The Committee was informed that if Members decided to stick to their original decision the new information would in any event be presented to the Inspector,

The Committee were advised that whatever stance they may have taken when the matter was previously considered, they would need to consider with an open mind the additional information and whether its effect upon the evidence was such that they wished to reach a new decision, or uphold their previous decision.

Sally Madgwick, Team Leader Definitive Map and Highway Records, presented the report, which recommended that order be forwarded to the Secretary of State with the recommendation the order be confirmed as made. The history of the order and details of the route were provided, along with the extent of evidence. The Committee's attention was drawn to an error in paragraph 16 of the report which incorrectly stated that 'Mr Josh Stratton never made a declaration to accompany either of his deposits' whereas Mr Josh Stratton did make a statutory declaration to accompany the 2011 deposit.

Members of the Committee then had the opportunity to ask technical questions of the officers.

Members of the public then had the opportunity to address the Committee, as detailed above.

A debate followed, where the nature of the legal advice was explained by Sarah Marshall, Senior Solicitor, along with its impact on the relevant period to be considered, with some members arguing that the impact of the new advice on the evidence meant, on the balance of probabilities, that the route had been so used and that the order should be supported, with others considering that the impact was not sufficient to alter the reasoning behind taking a neutral stance.

A motion to forward the order to the Secretary of State with the Council taking a neutral stance was moved by Councillor Ridout and seconded by Councillor Kirk, and at the conclusion of debate, it was,

Resolved:

That the Committee confirms its resolution of 2 November 2016 and that the Council take a neutral stance with regard to the confirmation of the Order.

86 **Planning Applications**

The Committee considered the following applications:

87 **17/03839/FUL and 17/04445/LBC - 3 High Street, Warminster BA12 9AG**

Public Participation

Ian Frostick on behalf of the Feoffees of St Lawrence Chapel spoke in objection to the application.

Duncan Lawrence, agent, spoke in support of the application.

Cllr Sue Fraser on behalf of Warminster Town Council spoke in objection to the application.

The senior planning officer, Matthew Perks, introduced a report which recommended planning permission be granted for the refurbishment of the existing frontage building at No. 3 High Street to provide 2 shops with 3 flats above plus new residential development of 5 dwellings and landscaping to the rear. Officers also recommended that listed building consent also be granted for alterations and extensions to the listed building.

A site visit had been undertaken by Committee members ahead of the meeting in accordance with the deferment resolution made at the previous meeting dated 20 September 2017.

Officers referenced additional reported details contained within the published reports as well highlighting corrections and identifying amendments made to the recommended planning conditions.

Key issues highlighted included the impacts on the heritage assets of the host property itself as well as the neighbouring chapel and the wider conservation area. The public benefits of refurbishing a property and bringing it back into a viable use were also highlighted as well as the access arrangements and limitations and the fact that the proposed development would not have any dedicated car parking provision.

Members of the Committee then had the opportunity to ask technical questions of the officer, seeking clarification regarding the use and ownership of neighbouring properties, bin storage provision and the access arrangements.

Members of the public then had the opportunity to address the committee, as detailed above.

The local member, Councillor Andrew Davis, then spoke in objection to the application.

A debate followed whereby the effects and impacts on the host building, conservation area and the chapel were discussed, and whether the proposals would deliver benefits to the listed building and wider conservation area through the proposed renovation work to what is a significant and prominent listed building which had rapidly deteriorated over many years. There was also

recognition by members that the proposals offered opportunity to save the building and return it into a viable use. There was also a discussion about whether the less than substantial harm to the listed building was offset by the reported public benefits.

A motion to approve the planning and listed building applications was moved by Councillor Trevor Carbin, and seconded by Councillor Jerry Wickham. Following a vote, resolved as below, a motion to grant Listed Building Consent was moved by Councillor Sarah Gibson, seconded by Councillor Jerry Wickham. At the conclusion of debate, it was,

Resolved:

That authority be delegated to the Head of Development Management to GRANT planning permission, subject to conditions listed below and following the completion of a S106 legal agreement which would bind the developer and this permission to firstly secure and complete all the necessary repair works to bring the Grade II Listed building at No. 3 High Street back into a functional use prior to the first occupation of any of the approved dwellings.

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:
1364/P/LOC received on 25 July 2017; 1364/P/01 P3 received on 25 July 2017; 1364/P/02 P2 received on 18 April 2017; 1364/P/03 P2 received on 18 April 2017; 1364/P/04 P2 received on 18 April 2017; 1364/P/05 P2 received on 18 April 2017; 1364/P/06 P3 received on 25 July 2017; 1364/P/07 P2 received on 18 April 2017; 1364/P/08 P2 received on 18 April 2017; 1364/P/09 P3 received on 25 July 2017**

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

3. No development shall commence on site until the following details have been submitted to and agreed in writing by the Local Planning Authority:

In respect of the 3 residential units located to the rear of the site and behind the Chapel:-

Eaves and chimney details to include a section at a scale of 1:10, full detail of doors, lintels, cills and windows and brochure details for rainwater goods and roof lights (conservation style):

A sample panel of the proposed brickwork and mortar colour (brickwork should be Flemish bond) and the proposed specification for the repair of the wall; and,

In respect of alterations and conversion of 3 High Street:-

Detailed drawings of the ground floor shop front at a scale of no less than 1:50;

A repair schedule for all the existing windows with sash windows to be repaired or be replaced on a like-for-like basis;

Details of conservation style roof lights, timber French doors and other new external doors and any canopies, natural slate roofing materials and new stone copings;

Details of the design of the new stairs at ground to the first floor level; and

A room by room survey of all surviving historic features (i.e. doors, skirtings, cornices etc.) and that such features identified are suitably reinstated; and,

In respect of the 2 residential units to be provided by the extension to the rear of No 3 High Street:-

A sample panel of the proposed Flemish bond brickwork and mortar colour;

New window details at a scale of 1:5 including horizontal and vertical sections, and detailing windows with rubbed brick arches and Bath stone cills.

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:

- all hard and soft surfacing materials including proposed planting;
- wildlife friendly proposals for the planting scheme
- finished levels
- the type and form of any protective fencing to safeguard boundary walls and retained trees
- any means of site/plot enclosure.

REASON: The matter is required to be agreed with the Local Planning Authority before development commences in order that the development is undertaken in an acceptable manner, 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 or the completion of the development whichever is the sooner. 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. No development shall commence on site (including any works of demolition), until a Construction Management Plan (CMP) has been submitted to, and approved in writing by the Local Planning Authority, which shall include the following:

- a) the access and parking of vehicles of site operatives and visitors;**
- b) the loading and unloading of plant and materials;**
- c) the storage of plant and materials used in constructing the development;**
- d) the measures to control the emission of noise, dust and dirt during construction; the hours of construction, including deliveries;**
- e) No construction or demolition work taking 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.**

The approved CMP shall be complied with in full throughout the 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.

7. No development shall commence on site until a scheme for the discharge of foul water from the site has been submitted to and approved in writing by the Local Planning Authority. The development hereby approved shall not be first occupied unless and until the foul water drainage scheme has been implemented in accordance with the approved details.

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

8. 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 together with permeability test results to BRE365, has been submitted to and approved in writing by the Local Planning Authority. The development hereby approved shall not be first occupied unless and until the surface water drainage scheme has been implemented in accordance with the approved details.

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

9. No development shall commence on site until a scheme for protecting the future residents against noise from road traffic and noise from other sources such as plant for air conditioning units etc. has been submitted to and approved by the Local Planning Authority. The approved scheme shall be implemented in full before the use commences and shall be maintained at all times thereafter.

Note: In discharging this condition the applicant should engage an Acoustic Consultant. The consultant should carry out a background noise survey and noise assessment according to BS8233: 2014 (or subsequent version) and demonstrate that internal and external noise levels will not exceed the guideline noise levels contained in Section 7.7 of BS8233:2014. The report should also demonstrate that internal maximum noise levels in bedrooms will not normally exceed 45dB LAmax between the hours of 23:00 and 07:00.

REASON: In the interests of the amenity of future occupants.

10. No burning of waste or other materials shall take place on the development site during the demolition/construction phase of the development.

REASON: In the interests of neighbour amenity.

11. The A1 use hereby permitted shall only take place between the hours of 08:00 and 1800 Mondays to Saturdays and between 10:00 and 16:00 on Sundays and Bank or Public Holidays.

REASON: In the interests of the amenity of future occupants and of neighbouring properties.

12. No deliveries shall be made to or collections made from the retail development hereby approved except between the hours of 08:00 and 18:00 Monday to Saturday, with no deliveries or collections on Sundays or Public and Bank Holidays.

REASON: In the interests of the amenity of future occupants and of neighbouring properties.

13. No loud speakers or amplification equipment shall be attached to ceilings or external walls in the A1 use premises.

REASON: In the interests of the amenity of future occupants and of neighbouring properties.

14. The dwellings hereby approved shall achieve a level of energy performance at or equivalent to Level 4 of the Code for Sustainable Homes. The dwellings shall not be occupied until evidence has been

issued and submitted to, and approved in writing by, the local planning authority certifying that this level or equivalent has been achieved.

REASON: To ensure that the objectives of sustainable development equal or equivalent to those set out in Policy CP41 of the Wiltshire Core Strategy are achieved.

15. Prior to the first occupation of the dwellings hereby approved wildlife friendly measures in the form of house sparrow nest box under the eaves/soffits of new buildings on site and bat enhancements with crevice spaces to new buildings shall have been installed in accordance with details to be submitted to and approved in writing by the Local Planning Authority.

REASON: In the interests of enhanced biodiversity.

16. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (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.

INFORMATIVES TO APPLICANT:

The applicant is advised that the development hereby approved may represent chargeable development under the Community Infrastructure Levy Regulations 2010 (as amended) and Wiltshire Council's CIL Charging Schedule. If the development is determined to be liable for CIL, a Liability Notice will be issued notifying you of the amount of CIL payment due. If an Additional Information Form has not already been submitted, please submit it now so that we can determine the CIL liability. In addition, you may be able to claim exemption or relief, in which case, please submit the relevant form so that we can determine your eligibility. The CIL Commencement Notice and Assumption of Liability must be submitted to Wiltshire Council prior to commencement of development. Should development commence prior to the CIL Liability Notice being issued by the local planning authority, any CIL exemption or relief will not apply and full payment will be required in full and with immediate effect. Should you require further information or to download the CIL forms please refer to the Council's Website www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/communityinfrastructurelevy.

The applicant is advised that it is an offence to disturb nesting birds. Site clearance of vegetation should be undertaken outside the bird nesting

season (March to the end of August) or immediately after an ecologist has confirmed the absence of active nests.

This decision should be read in conjunction with the listed building consent decision issued for application 17/04445/LBC and the conditions attached thereto.

The applicant is advised to contact Wessex Water with regard to new connections and in respect of any agreement that may be required with regard to the protection of existing infrastructure.

17/04445/LBC

Following the resolution to endorse the approval of application 17/03839/FUL, it was furthermore resolved to grant listed building 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 development hereby permitted shall be carried out in accordance with the following approved plans:

1364/P/LOC received on 25 July 2017; 1364/P/01 P3 received on 25 July 2017; 1364/P/02 P2 received on 18 April 2017; 1364/P/03 P2 received on 18 April 2017; 1364/P/04 P2 received on 18 April 2017; 1364/P/05 P2 received on 18 April 2017; 1364/P/06 P3 received on 25 July 2017; 1364/P/07 P2 received on 18 April 2017; 1364/P/08 P2 received on 18 April 2017; 1364/P/09 P3 received on 25 July 2017

[insofar as they relate to the Listed Building No.3 High Street Warminster].

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

3. No development shall commence on site until the following details have been submitted to and agreed in writing by the Local Planning Authority:

In respect of alterations and conversion of 3 High Street:-

Detailed drawings of the ground floor shop front at a scale of no less than 1:50;

A repair schedule for all the existing windows with sash windows to be repaired or be replaced on a like-for-like basis;

Details of conservation style roof lights, timber French doors and other new external doors and any canopies, natural slate roofing materials and new stone copings;

Details of the design of the new stairs at ground to the first floor level; and
A room by room survey of all surviving historic features (i.e. doors, skirtings, cornices etc.) and that such features identified are suitably reinstated; and,

In respect of the 2 residential units to be provided by the extension to the rear of No 3 High Street:-

A sample panel of the proposed Flemish bond brickwork and mortar colour;

New window details at a scale of 1:5 including horizontal and vertical sections, and detailing windows with rubbed brick arches and Bath stone cills.

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

Planning informative:

1. This decision should be read in conjunction with the planning application decision issued for application 17/03839/FUL and the conditions attached thereto.

88 **17/06331/FUL - Rothermere, Bythesea Road, Trowbridge BA14 8JQ**

Public Participation

Eileen Smith spoke in objection to the application on behalf of the residents of Regal Court.

The senior planning officer, Matthew Perks, presented a report which recommended approval be granted for change of use from office (B1) to Drug and Alcohol Misuse Advice and Treatment Centre (D1), and conversion of first floor to cluster housing unit of 5 bedrooms and communal facilities. The application was to be determined by Committee as it was a Wiltshire Council application which had received objections. Key issues were stated to include the principle of development and impact upon neighbouring amenity.

Members of the Committee then had the opportunity to ask technical questions of the officer. It was confirmed that it was not proposed that the facility would be manned 24 hours per day, but officers did recommend that a facility management plan should be prepared in advance of any works commencing on the site and that the housing unit as part of the treatment centre was for use by those who had already received treatment and had detoxed.

Members of the public then had the opportunity to address the Committee, as detailed above.

The local member, Councillor Stewart Palmen, then spoke in support of the application.

A debate followed, where members discussed the concerns that had been raised by local residents, but noted that similar facilities had not led to any increase in crime, disorder or anti-social behaviour, and noted that the site had previously been used as a Probation office. It was stressed that the Council had a duty to support vulnerable persons and the site was considered a suitable and sustainable location for such a facility which would be close to other social services. Following a discussion about how best to liaise with the local residents at Regal Court it was agreed that a planning informative would be applied to the decision requiring the Council's public protection anti-social behaviour officer to make contact with and offer to meet with the residents of Regal Court to help allay any concerns.

A motion to approve the application with the addition of an informative as detailed below was moved by Councillor Palmen and seconded by Councillor Philip Alford and at the conclusion of the debate, it was,

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. The development hereby permitted shall be carried out in accordance with the following approved plans: Site Plan registered on 04 August 2017; Floor Plan as Existing registered on 04 August 2017; and Floor Plan as Proposed registered on 04 August 2017

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

3. The development hereby approved shall not be brought into use until a Facility Management Plan (FMP) has been submitted to and approved in writing by the local planning authority. The FMP shall include, but not necessarily be limited to, the following:

- a) The hours of operation for the D1 use;**
- b) The staffing levels;**
- c) The responsible persons and lines of communication; and**
- d) Further details in respect of the out of hours contact details and procedures.**

The approved FMP shall be adhered to and implemented in accordance with the approved details.

REASON: In the interests of neighbouring amenity.

INFORMATIVE

The Council's own public protection anti-social behaviour officer is encouraged by the elected members of the area planning committee to make contact with and arrange a meeting with the residents of Regal Court to allay any lingering concerns and/or fears about the consented development proposals.

89 **17/06492/FUL - 19/19A The Old Bakehouse, Stallard Street Trowbridge BA14 9AJ**

Public Participation

John Knight, applicant, spoke in support of the application.

The senior planning officer, Matthew Perks, presented a report which recommended that permission be granted for existing shop and residential accommodation to be converted to 7 self-contained flats. Key issues were stated to include the principle of the proposed conversion, parking issues and impact on neighbouring amenity.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought on the layout of the site, bin storage provision, whether the site was inside or outside the town centre, the ownership of the entrance yard and parking provision. In response to queries it was confirmed that the site was outside the town centre, but close to amenities, the railway station and good public transport opportunities. It was confirmed that the site was considered a highly sustainable location for this proposed development and the slight shortfall in terms of on-site car parking was not considered robust enough reason to refuse the application.

Members of the public then had the opportunity to address the Committee, as detailed above.

The local member, Councillor Stewart Palmen, then spoke in objection to the application.

A debate followed, where members discussed the parking arrangements and ease of access to the site, the number of units applied for and whether this constituted overdevelopment.

A motion was moved by Councillor Palmen, seconded by Councillor Sarah Gibson, to refuse the application. Following a vote the motion was lost.

A motion was then moved by Councillor Jerry Wickham, seconded by Councillor Trevor Carbin, to approve the application. At the conclusion of debate, it was,

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

JK01a Location and Site Plan Registered on 28 July 2017; JK02a Existing Floor Plans Registered on 28 July 2017; JK03a Existing Plans/Sections Registered on 28 July 2017; JK04b Existing Elevations Received on 6 October 2017; JK05a Proposed Plans/Sections Registered on 28 July 2017; JK06a Proposed Elevations Registered on 28 July 2017; JK07 Existing Elevations Registered on 28 July 2017

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

3. No development shall commence on site until details of the proposed dormers, including materials, at a minimum scale of 1:20 have been submitted to and agreed in writing by the Local Planning Authority:

REASON: In the interests of visual amenity and the character and appearance of the Conservation Area.

4. The development hereby permitted shall not be first occupied until secure covered cycle parking for at least 7 no. bicycles have been provided in accordance with the hereby approved plans and shall be retained for use 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.

5. No part of the development hereby approved shall be first brought into use until three car parking spaces have been provided within the site, with no obstruction thereto and with sufficient access thereto. These spaces 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.

INFORMATIVES TO APPLICANT:

1. The applicant is advised that the development hereby approved may represent chargeable development under the Community Infrastructure

Levy Regulations 2010 (as amended) and Wiltshire Council's CIL Charging Schedule. If the development is determined to be liable for CIL, a Liability Notice will be issued notifying you of the amount of CIL payment due. If an Additional Information Form has not already been submitted, please submit it now so that we can determine the CIL liability. In addition, you may be able to claim exemption or relief, in which case, please submit the relevant form so that we can determine your eligibility. The CIL Commencement Notice and Assumption of Liability must be submitted to Wiltshire Council prior to commencement of development. Should development commence prior to the CIL Liability Notice being issued by the local planning authority, any CIL exemption or relief will not apply and full payment will be required in full and with immediate effect. Should you require further information or to download the CIL forms please refer to the Council's Website

www.wiltshire.gov.uk/planninganddevelopment/planningpolicy/communityinfrastructurelevy

90 **Urgent Items**

There were no Urgent Items.

(Duration of meeting: 3.00 - 5.15 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

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