



Westbury Town Council

The Laverton, Bratton Road, Westbury
Wiltshire BA13 3EN Tel: 01373 822232
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Dear Councillor

You are summoned to attend a Meeting of the Highways, Planning and Development Committee to be held at 7pm on **MONDAY 21st MAY 2018** at The Laverton, Bratton Road, Westbury BA13 3EN.

All council meetings are open to the public and press. Members of the public are invited to address the Council at this meeting at 7pm (registration 6.50pm – 7pm).

Yours faithfully

Mrs D Urch Town Clerk

15th May 2018

PUBLIC FORUM: *commencing 7pm* (not to exceed 30 minutes). Members of the public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. Any individual representation is limited to no more than 5 minutes. The Chairman will call the representation from those who registered to speak; written representations can also be submitted to the Town Clerk in advance of the meeting. A summary record of any public participation session shall be included in the Minutes.

Recording and using social media is permitted at Council meetings which are open to the public however, anyone wishing to do so must speak to the Town Clerk prior to the meeting as there are rules which must be followed.

A G E N D A

1. TO ELECT A CHAIRMAN

2. TO APPOINT A VICE-CHAIRMAN

3. APOLOGIES FOR ABSENCE

To receive apologies for absence and consider the reason for absence.

4. DECLARATION OF INTEREST and DISPENSATIONS

Members must be diligent regarding their interests.

Members to consider any dispensation requests received by the Town Clerk.

5. MINUTES (please see the attachment).

To approve as a correct record, the Minutes of the Highways, Planning and Development Committee Meeting held on the 16th April 2018, copies of these Minutes have been circulated to each Member and in accordance with Standing Order No. 13(d) may be taken as read.

MATTERS ARISING FROM THESE MINUTES (if any).

Note: no new decisions can be taken

Members' matters arising from these previous Minutes

Minute ref	Subject	Action	Update
P.4680 P.4660	Play Area, Paxmans Road, The Ham	19.02.18 – The Committee agreed that a letter is sent to Wiltshire Council to ask if play area is in a fit state for them to adopt? Is the play equipment still faulty? Will they look to release some of the money to fix the equipment or could the developers help with funding. Response from Gabrielle Crump for 19.03.18 – The play area is the current ownership of Persimmon and Wiltshire Council would complete a lease to Westbury Town Council at the same time as it transfers to Wiltshire Council from Persimmon. The safety inspection report for the play area was available for review at the meeting. 19.03.18 – The Committee requested the Play Areas Working Group look at this report and resubmit to HP&D with their response.	The Town Clerk has contacted Gabrielle Crump for further information and we are still awaiting a response.
P.4683	Government UK Consultations	The Committee noted the three consultations and agreed to setting up smaller groups made up of Committee members to review and prepare answers to the	The following two Consultations were submitted on 09.05.18 <ul style="list-style-type: none"> • Supporting housing delivery through developer contributions – ends

		<p>consultation:</p> <ul style="list-style-type: none"> • Supporting housing delivery through developer contributions – ends 10th May • Draft revised National Planning Policy Framework – ends 10th May • Cycling and Walking Investment Strategy (CWIS) safety – ends 1st June and will be available for review at this HP&D meeting. 	<p>10th May</p> <ul style="list-style-type: none"> • Draft revised National Planning Policy Framework – ends 10th May <p>See agenda item 13:</p> <ul style="list-style-type: none"> • Cycling and Walking Investment Strategy
P.4691	Thank you to D.Tout	<p>Cllr Cunningham updated the Committee that Cllr Tout has resigned and on behalf of the HP&D Committee Cllr Cunningham would like to thank Cllr Tout for his work as Vice-Chair, he has been very helpful and has an encyclopedic knowledge of every manhole cover and lamppost in Westbury which was extremely useful when identifying properties if we were struggling. Thank you, David, for your service.</p>	Completed.
P.4698	Motion from Cllr Cunningham dated 09.04.18: The footpath from Edward Street, through Morrisons to Haynes Road	<p>The Committee requested the Rights of Way Officer is contacted to ask if the notice Morrisons is displaying suggesting there is no public right of access is legal and request a notice is issued to Morrisons to modify their sign.</p>	Pending a reply from the ROW officer.
P.4699	Recommendation from TIG/Tourism dated 09.04.18: The Neighbourhood Plan to become a Sub-Committee	<p>The Committee agreed that the Neighbourhood Plan should become a Sub-Committee, reporting to the Highways, Planning and Development Committee. The Terms of Reference will need updating and the</p>	The Town Clerk has sent the Terms of Reference to Cllr Cunningham.

		Town Clerk to follow up with our Specialist. The Highways, Planning and Development Committee recommend to Town Council.	
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6. WILTSHIRE COUNCILLORS' REPORTS

Members wishing to ask questions of Wiltshire Councillors are requested to give prior notice to Wiltshire Cllrs R Hawker, D Jenkins and G King, or to the Clerk for onward transmission.

7. CHAIRMAN'S COMMUNICATIONS

The Committee to note point A and attachment:

A. Briefing Note 349 – Changes to Planning Legislation – Permission in Principle

**8. RECOMMENDATION FROM THE TOWN COUNCIL dated 14th May 2018
PLANNING IN PRINCIPLE (PIP) SUB-COMMITTEE**

The recommendation from HP&D was approved at Town Council on 14th May 2018 – that Westbury Town Council create a Sub-Committee, reporting to this HP&D Committee which can use delegated powers to decide on urgent applications that may fall due before the next scheduled HP&D Committee meeting. The Town Council recommend the HP&D Committee develop a press release to explain to the public why the Town Council is introducing this additional Sub-Committee and that it is reviewed after 12 months.

9. SEPARATE THE NEIGHBOURHOOD PLAN FROM TIG/TOURISM WORKING GROUP

The Committee to note that the recommendation from TIG/Tourism and HP&D that the Neighbourhood Plan is to become a standalone Working Group was approved at Town Council on 14th May 2018.

10. PLANNING DECISIONS

To note Planning Decisions made by Wiltshire Council up to 21st May 2018. (Schedule spreadsheet circulated by email and rows highlighted blue.)

11. CERTIFICATE OF LAWFULNESS – 18/03269/CLE, COURTLEIGH HOUSE, WESTBURY LEIGH.

Please see attached letter from Wiltshire Council and listed in planning applications to be considered.

12. PLANNING APPLICATIONS

To consider the Planning Applications listed below and received from the Development Manager West, Wiltshire Council, up to the 21st May 2018 and to make such observations thereon as the Committee may decide. (Schedule spreadsheet circulated by email and rows highlighted in pink). Notification of any additional applications received after 15th May 2018 will be communicated in advance of the meeting.

Applications to be considered:

18/03269/CLE – Courtleigh House, Westbury Leigh, Westbury, Wiltshire, BA13 3TA
18/03212/FUL - 70 Sandalwood Road, Westbury, Wiltshire, BA13 3UP
18/03784/TCA - 29 Bitham Mill, Alfred Street, Westbury, Wiltshire
18/02603/FUL - Grassacres Day Centre, Eden Vale Road, Westbury, Wiltshire, BA13 3NZ
18/03366/WCM - Northacre Renewable Energy, Stephenson Road, Northacre Industrial Estate, Westbury, Wiltshire, BA13 4WD
18/03816/WCM - Northacre Renewable Energy, Stephenson Road, Northacre Industrial Estate, Westbury, Wiltshire, BA13 4WD
18/03489/FUL, 53 The Butts, Westbury, BA13 3EY
18/02377/FUL, 3 Maristow Street, Westbury, Wiltshire, BA13 3DN
18/03399/FUL, 1 Fatts Passage, Westbury, Wilts, BA13 3JB
18/03840/FUL, Unit 20 Woodland Industrial Estate, Eden Vale Road, Westbury, BA13 3QS
18/04379/LBC, Westbury Leigh Baptist Church, Westbury Leigh, Westbury, BA13 3SU
18/01561/FUL, 3 Shoreland Close, Westbury, Wiltshire, BA13 3QY
18/04023/FUL, Woodland Industrial Estate, Eden Vale Road, Westbury, BA13 3QS

13. GOVERNMENT CONSULTATIONS

The Committee sub group have prepared the attached response to the following substantial consultation:

[Cycling and Walking Investment Strategy \(CWIS\) safety](#) – ends 1st June
Response Form – 12 pages, 19 questions

14. PROPOSED TRAFFIC REGULATION ORDER CONSULTATION. THE CONSULTATION CLOSSES ON 21.05.18 – THE COMMITTEE ARE TO AGREE COMMENTS FOR SUBMISSION ON 22.05.18.

Please see attached the following:

- The County of Wiltshire (Western Wiltshire) (off street parking places) Order 2018
- Press Notice 1 Wiltshire Times
- ITM Statement of Reasons

15. UPDATE ON HIGHWAYS RELATED EAR MARKED RESERVES (EMR)

Please see attached summary of the current position over funding for CATG from EMR. Both Traffic Orders and Dropped kerbs EMR relate to highways issues and therefore CATG and the committee can approve spends up to £500 without Town Council approval.

16. CATG ISSUES FOR CONSIDERATION

To consider the issues detailed below, received by CATG since the last meeting and to make such observations thereon as the Committee may decide. (Schedule circulated by email and new issues highlighted pink).

New issues to be considered:

Issue Number	Area	Issue	Would like to resolve issue
6274	CATG Dropped Kerbs Newfield Close Oldfield Park	Inadequate drop curbs and paving from my home in Newfield Close to the Westbury Juniors school including One Stop area. To travel this route in a wheelchair or motorbility scooter as I do is dangerous risky damaging to equipment and most importantly dangerous to my spinal health. I can no longer take my daughter to or from school due to the risk to my own health I have to have carers take my daughter to and from school. Which should not be happening.	I would like all drop curbs to be exactly that and not partially dropped. smoothing out of paving and tarmac.

Updates for noting and/or further consideration:

Issue Number	Issue	Westbury Town Council Update	CATG Update
5874	Pavements and Footpaths Improvement Scheme in Westbury	16.04.18 – The Committee agree, subject to a request and seeing further information and a breakdown of costs to see how the money will be spent. The final decision will be deferred to the May HP&D following more information being	23.03.18 - PW has walked both sites and the consultant has priced Frogmore Road £4,236 and Castle View £5,355. The budget available is £6,192.12 and PW priority would be Castle View. However, WTC may like to contribute the balance of £3,398.88 so that both Frogmore Road and Castle View can be improved or if

		<p>available and discussions with the Town Clerk.</p> <p>21.05.18 – as requested here is a breakdown of costs for Castle View and Frogmore Road:</p> <p><u>Castle View, Westbury</u> Area – 112m² Ironworks – Approx. 8-10 covers to be adjusted (some may not require adjustment) Edgings – 3 no. edgings Depth of dig – 80mm depth Construction – Excavate footway 80mm and Inlay with AC 20 binder course, 60mm thick with AC 6 surface course, 20mm thick.</p> <p>This scheme is a patching job and due to the location of the works, smaller plant and equipment will need to be used to undertake the work itself therefore this scheme has been priced as a dayworks scheme.</p> <p><u>Frogmore Road, Westbury</u> Area – 102.5m² Ironworks – Approx. 12 no. covers to be adjusted (some may not require adjustment)</p>	<p>not, which area would be their preference.</p>
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		Kerbing – 12 no. HB2 kerbs Depth of dig – 80mm depth Construction – Excavate footway 80mm and Inlay with AC 20 binder course, 60mm thick with AC 6 surface course, 20mm thick.	
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17. HIGHWAYS CORRESPONDENCE / MATTERS

A. Cllr Wayman’s Newsletter for May: The Committee to note the attached May update on highways issues.

B. Temporary Road Closure Notice: The Committee to note the attached temporary road closure for Westbury Summer Event.

C. Annual Parking Review: confirmation that Westbury is on the list for this coming year. Initial investigations in Westbury will begin early Summer.

18. CLERK’S CORRESPONDENCE

A. Electronic Vehicle Charging Points

B. Footpath / Bus Stop A350

C. Welcome to Westbury Nameplate and Planter A350

D. Cricket Nets Leighton Recreation Centre / Hospital site

E. CIL Money – land adjacent to 24 Phipps Close

F. Concerned Resident – please see attached email and photos from a concerned resident regarding an alleged illegal U-turn on a mini roundabout on the A350.