



Westbury Town Council

The Laverton, Bratton Road, Westbury
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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 17th SEPTEMBER 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
11th September 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. APOLOGIES FOR ABSENCE

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

2. DECLARATION OF INTEREST and DISPENSATIONS

Members must be diligent regarding their interests.

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

3. MINUTES

To approve as a correct record, the Minutes of the Highways, Planning and Development Committee Meeting held on 20th August 2018, copies of these Minutes

have been circulated to each Member and in accordance with Standing Order No. 33(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

4. 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.

5. CHAIRMAN'S COMMUNICATIONS

The Committee to note the points below and any attachments:

- A.** Wiltshire Housing Site Allocation Plan – to note that the housing allocation consultation is available for viewing.
- B.** Briefing note 366 – Electoral Review of Wiltshire Council – Update. Consultation on New Division Boundaries.
- C.** Briefing note 367 – The Revised National Planning Policy Framework.
- D.** Great Western Rail Franchise – Stakeholder Briefing Document.
- E.** Social Housing – A new deal for social housing document.
- F.** Development land for sale – Land near the roundabout and on the corner between Clydesdale Road and Mane Way.
- G.** Community Led Housing for Communities Week – Letter and leaflet from Wiltshire Council regarding Community Led Housing in Wiltshire. An event was planned to take place in County Hall on Tuesday 11th September.
- H.** Transport for London Crossrail – Announcement that the section of Crossrail from Paddington through the new Central London sections to Abbey Wood is now delayed.

6. PLANNING DECISIONS

To note Planning Decisions made by Wiltshire Council up to 11th September 2018. (Schedule spreadsheet circulated by email and rows highlighted blue.)

7. PLANNING APPLICATIONS

To consider the Planning Applications listed below and received from the Development Manager West, Wiltshire Council, up to the 11th August 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 11th September 2018 will be communicated in advance of the meeting.

Applications to be considered:

18/08301/FUL – 13 Queens Road, Westbury, Wiltshire, BA13 3LY

18/07694/FUL – 145A Westbury Leigh, Westbury, BA13 3SU

18/07082/FUL – 73 Westbury Leigh, Westbury, Wiltshire, BA13 3SF

18/08372/FUL – 13 Downsview Road, Westbury, BA13 3AQ

8. APPLICATION FOR AN ORDER TO MODIFY THE DEFINITIVE MAP AND STATEMENT TO ADD A FOOTPATH FROM FOOTPATH WESTBURY 15 ALONG A 'CINDER TRACK' NORTH TO JOB WITH SIDINGS YARD LAND ALONG STATION ROAD APPROACH TO STATION ROAD

The committee to note the attached letter and if required prepare a reply.

9. PLANNING APPLICATIONS AND INFORMING RESIDENTS

At the August HP&D meeting Cllr Cunningham asked the committee about informing residents of planning applications. The understanding is that Wiltshire Council no longer provide letters to residents informing them of local planning applications and instead a notification sign is located on a nearby lamppost or building. Cllr Hendry thought this might be something The White Horse News newspaper could help us with and it would be a good opportunity to engage with the community. Cllr Sutton, Chair of HP&D requested this item is added to the September agenda for further discussion.

10. 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 with new issues highlighted pink and updates highlighted blue).

New issues to be considered: None

Updates for noting and/or further consideration:

See attached update from the Traffic Engineer regarding Penwood Close – dropped kerbs / tarmac fillet – request for funding contribution from Westbury Town Council.

11. CIL INCOME – PRIORITY SPENDING

At the August HP&D meeting the committee were reminded that they have £1,033 to spend and in advance of the September HP&D meeting they are to consider how this money could be sent. The money is on a 5-year rolling period, so there is the option to save the money for a future larger project.

12. SWINDON AND WILTSHIRE RAIL STUDY

The committee to note the attached letter and survey from SYSTRA (the international engineering and consulting group specialising in rail [passenger and freight] and public transport). Cllr Sutton and Cunningham have prepared a possible response which the committee may review, amend or agree. Please see attached the response from Wiltshire Council and Trans Wilts CIC. The deadline for our response to be submitted has been extended to Tuesday 18th September 2018.

13. GREAT WESTERN RAILWAY AND NETWORK RAIL – NOMINATE STATIONS FOR ACCESS FOR ALL FUNDING

The committee to note the attached email requesting for station nominations and to consider which station(s) they would like to nominate. The deadline is 1st October 2018.

14. RECOMMENDATION from TOWN IMPROVEMENT and TOURISM WORKING GROUP dated 13th AUGUST 2018

Merge Street Scene with Town Improvement and Tourism Working Group

Recommendation:

The street Scene working group be merged into TIG. Any budgets assigned to Street Scene are moved to TIG; members of Street Scene who are not on TIG have the option to join the new working group.

15. MOTION from CLLR CUNNINGHAM dated 30th AUGUST 2018

Penleigh Park Youth Shelter

Recommendation:

For HP&D to agree to fund £388.00 from the Play Area budget to dismantle and remove the youth shelter and make the ground safe.

16. RECOMMENDATION from PLAY AREAS WORKING GROUP dated 4th SEPTEMBER 2018

Banding/strapping machine

Recommendation:

To ask HP&D to approve expenditure of £200 + VAT for a strapping/banding equipment. The purchase of the equipment would allow Westbury Town Council to install or move post mounted bins. The equipment can also be used in helping with temporary safety issues such as banding play area fencing panels.

17. MOTION from CLLR CUNNINGHAM dated 10th SEPTEMBER 2018

Welcome to Westbury signs

Recommendation:

The HP&D Committee to approve £5,000 for the Town Improvement and Tourism Working Group to have further discussions and purchase new Welcome to Westbury signs. This is not yet an agreement to replace the signs, but to reserve budget. At a later date a motion with specific requests (if any) will be sent to the committee.

18. MOTION from CLLR CUNNINGHAM dated 10th SEPTEMBER 2018

Art exhibition in the phone box

Recommendation:

The HP&D Committee to approve £150.00 for the Town Improvement and Tourism

Working Group to develop the listed phone box in the Market Place to a mini art exhibition.

19. HIGHWAYS CORRESPONDENCE / MATTERS

The Committee to note the points below and any attachments:

- A.** Application to stop up highway S.116, Highways Act 1980 – Brook Lane, Westbury.
- B.** Bratton Road Westbury – Footway Provision – CATG scheme to provide the missing footway link from outside Fairview Farm to the bridleway at Bratton Road Westbury (08/10/2018 for 2 weeks – 24hr road closure)
- C.** Temporary Closure of Coach Road (Part), Westbury (12/10/2018 - 21/10/2018)

20. CLERK'S CORRESPONDENCE

A. Parking Review proposed double yellow lines – update from the Highways Engineer – the draft Traffic Regulations Order has been completed and handed over to the TRO team. The TRO team are currently working to a 2-4-week turnaround. Westbury Town Council will be informed of the dates for the 4-week consultation period, which we are still expecting to take place October or November and during this period notices will be displayed close to the areas affected and in the local press. These notices will contain details of how to view the proposals, how and when to respond.

B. Please note the attached from Cllr Jones regarding a resident's concern about the lack of pedestrian crossings in the town, particularly in connection with new developments.

21. BUDGET BIDS

The committee to note that the 2019/20 budget bid for £7,500 for CATG was approved at Town Council on 03.09.18.