



# 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 17<sup>th</sup> DECEMBER 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**  
11<sup>th</sup> December 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 19<sup>th</sup> November 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. [Click here](#)

**MATTERS ARISING FROM THESE MINUTES** (if any) [Click here](#)

**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.** Briefing Note 373 – Service Devolution and Asset Transfer to Towns and Parishes [Click here](#)

#### **6. PLANNING DECISIONS**

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

#### **7. PLANNING APPEAL – 18/03816/WCM – NORTHACRE RENEWABLE ENERGY, STEPHENSON ROAD, WESTBURY, BA13 4WD**

The Committee to note and review the planning appeal letter for the above address. Comments are due by 7<sup>th</sup> January 2019. [Click here](#)

#### **8. PLANNING APPLICATIONS**

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

##### **Applications to be considered:**

18/10664/FUL – 13 Downsview Road, Westbury, BA13 3AQ

18/10676/FUL – 2 High Street, Westbury, BA13 3BW

18/11182/TCA – 18 Bitham Mill, Westbury, BA13 3DJ

18/07702/FUL – 33 Wiltshire Way Westbury, BA13 3XD

18/10922/FUL – 29 Oldfield Road, Westbury, BA13 3LB

18/11060/FUL – 82 Westbury Leigh, Westbury, BA13 3SQ

18/11391/FUL – 1 White Horse Way, Westbury, BA13 3AH

18/11439/TPO – 51 Oldfield Park, Westbury, BA13 3LB

#### **9. 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 noted:**

6826 – Rosefield Way – pedestrian crossings on this stretch of road.

**Updates for noting and/or further consideration:**

Leighton Green – parking issues.

**10. MOTION from Cllr IAN CUNNINGHAM dated 27<sup>th</sup> NOVEMBER 2018**

**Skate Park Graffiti**

**Motion**

This committee shows its support for a plan to paint well-designed graffiti on the end wall of our skate park to brighten and show care for the area and to engage with youth in a worthwhile endeavour and to encourage ownership and to respond to this suggestion that has come from the community,

We should put aside £400 from the play areas earmarked reserve subject to appropriate support from Sovereign Housing. [Click here](#)

**11. MOTION from Cllr IAN CUNNINGHAM dated 1<sup>st</sup> DECEMBER 2018**

**New Aerial Town Photo**

**Motion**

Westbury Town Council should commission new aerial photos of our town to match the older photo we already have and to show the new scope of the town.

This would be for interest and comparison with earlier photos and to highlight the changes. The photos would be an “attraction” for the Laverton if the old and new pictures were placed side by side and in public perhaps in the reading room, Abraham room etc.

Also, such a picture would be very useful for the neighbourhood planning teams.

WTC should set aside up to £450 for producing the new photo and perhaps videos.

[Click here](#)

**12. MOTION from Cllr MIKE SUTTON dated 7<sup>th</sup> DECEMBER 2018**

**Wiltshire Council to install Cycle Racks**

**Motion**

Wiltshire Council are promoting the use of sustainable transport as a means of combating health issues and pollution and so it seems sensible that cycling into town should be encouraged. At present there is no provision for cycles in the main car parks and as a start Wiltshire Council should be approached to request one in the High St car park. Provision of a cycle rack would encourage more people to cycle into the town.

HP&D approve the proposal and ask Wiltshire Council to install cycle racks in the High St car park. [Click here](#)

**13. RECOMMENDATION from TOWN IMPROVEMENT WORKING GROUP dated 10<sup>th</sup> DECEMBER 2018**

**Update from Wiltshire Council Conservation Officer on the condition of the 3 Mausoleums at Westbury Cemetery**

**RECOMMENDATION**

To recommend that HP&D contact Wiltshire Council's Conservation officer and ask if he/she could do a site visit at the Cemetery, to review the three Mausoleums buildings and complete a report about the state of these buildings.

[Click here](#)

**14. RECOMMENDATION from TOWN IMPROVEMENT WORKING GROUP dated 10<sup>th</sup> DECEMBER 2018**

**Request an update from Wiltshire Council Conservation Office on the condition of The Lopes in the Market Place**

**RECOMMENDATION**

To recommend that HP&D contact Wiltshire Council's Conservation officer and ask if he/she could do a site visit at The Lopes Public House and complete a report about the state of the building.

[Click here](#)

**15. RECOMMENDATION from TOWN IMPROVEMENT WORKING GROUP dated 10<sup>th</sup> DECEMBER 2018**

**Prepare a schedule of inspection to check the flower borders**

**RECOMMENDATION**

Flower beds look lovely when they are first planted and then need tidying up, weeding throughout the season on an on-going basis. Currently we have no record of when this is being done or should be done. Using this schedule, the Town Caretaker will check weekly if anything needs doing and report back to Idverde for action. HP&D Committee to approve the above recommendation and approach Idverde to take this forward in the Spring.

[Click here](#)

**16. P.4758 / P.4770 / P.4792 – PROPOSED TRAFFIC REGULATION ORDER FOR CONSULTATION – THE COUNTY OF WILTSHIRE (WESTBURY, HEYWOOD AND DILTON MARSH) (PROHIBITION AND RESTRICTION OF WAITING, TAXI RANK CLEARWAYS AND ON STREET PARKING) CONSOLIDATION ORDER 2018**

The Committee are to note and review the Traffic Regulation Order for Consultation on the double yellow line WR1 schedule. The proposal will be live on the following website: <http://www.wiltshire.gov.uk/troconsultations.htm> and advertised in the Wiltshire Times on 14<sup>th</sup> December 2018 and the consultation period ends on 14<sup>th</sup> January 2019. [Email](#) / [Press Notice](#) / [Statement](#)  
[Phoenix Rise, Wyvern Walk](#) / [Bitham Mill 1](#) [Bitham Mill 2](#) / [The Butts](#) / [Willoughby Close](#) / [Green Lane, The Tynings](#) / [Primmers Place 1](#) [Primmers Place 2](#) / [Arundell Close 1](#) [Arundell Close 2](#)

**17. WAITING AND PARKING REQUESTS 2019-2020**

The committee to note the deadline for receipt of waiting and parking restrictions is 31<sup>st</sup> January 2019. [Email](#) / [WR1 Form](#) / [WR2 Form](#)

**18. OLDFIELD PARK PARKING PROBLEMS**

The committee to note the email and photos Westbury Town Council has received from a concerned resident regarding parking problems in Oldfield Park. [Click here](#)

**19. PRIMMERS PLACE ACCESS PROBLEMS**

The committee to note the email Westbury Town Council has received from a concerned resident regarding vehicle access problems in Primmers Place.

**20. ALFRED STREET ROAD SIGN DAMAGE**

The committee to note the email Westbury Town Council has received from a concerned resident regarding a damaged road sign in Alfred Street. [Click here](#)

**21. HIGHWAYS CORRESPONDENCE / MATTERS**

The Committee to note the points below and any attachments:

A. Temporary Closure of Newtown, Westbury (10.01.19 – 18.01.19) [Notice](#) [Map](#)

**22. CLERK'S CORRESPONDENCE**

The Committee to note the points below and any attachments:

A. Sunday and Bank Holiday Car Park Charges – Wiltshire Council have temporarily reversed their policy to introduce these charges. [Click here](#)

B. Renewal of older person's standard Wiltshire concessionary bus pass as of 22<sup>nd</sup> November 2018. [Click here](#)

**23. BUDGET BIDS** None.

**Standing Orders 2018** [Click here](#)

**Financial Regulations 2018** [Click here](#)

**Terms of Reference 2018** [Click here](#)