



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 18th FEBRUARY 2019** 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
12th February 2019

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 14th January 2019, copies of these

Minutes have been circulated to each Member and in accordance with Standing Order No. 33(d) may be taken as read. [Minutes](#)

MATTERS ARISING FROM THESE MINUTES (if any) [Matters Arising](#)

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

None.

6. PLANNING DECISIONS

To note Planning Decisions made by Wiltshire Council up to 12th February 2019. (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 12th February 2019 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 12th February 2019 will be communicated in advance of the meeting.

Applications to be considered:

19/00458/FUL - 5 Bitham Mill, Westbury, BA13 3DJ
19/00349/FUL - 49 Leigh Road, Westbury, BA13 3QW
19/00651/FUL - 23 Devon Drive, Westbury, BA13 3XH
19/00771/TCA - Rear of 33-35 Bitham Mill, Westbury, BA13 3DJ
19/00443/FUL - 9 Bitham Mill, Westbury, BA13 3DJ
19/00938/FUL - 52 Newtown, Westbury, BA13 3EF
19/01223/FUL - 1 Leighton Park West, Westbury, BA13 3RW
19/01244/FUL - 12 Frogmore Road, Westbury, BA13 3AT

8. 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 reviewed:

Updates for noting and/or further consideration:

For your information here is the recently revised

9. HIGHWAY AT BROOK LANE, WESTBURY, S116 APPLICATION

Following consent given by Westbury Town Council on 19th January 2019, the Committee are to note the attached copy of Order for the stopping up of highway at Brook Lane, Northacre Industrial Estate, Westbury made by the court of 7th December 2018. [Copy of the Order](#)

10. APPLICATION TO DIVERT PART OF WESTBURY FOOTPATH NO.15 AT OLDFIELD PARK

The Committee to note the attached letter and maps from Wiltshire Council and consider a reply on the proposed diversion. Comments are required by 22nd March 2019. [Letter and Maps](#)

11. WILTSHIRE HOUSING SITE ALLOCATIONS PLAN EXAMINATION

The Committee to note to the attached communication from the Programme Officer regarding the Wiltshire Housing Site Allocation Plan and invited to consider the three options available during the Examination process and agree if any further action is required. [Communication](#)

12. MOTION from CLLR GORDON KING, WILTSHIRE COUNCILLOR dated 8th FEBRUARY 2019

Cllr Gordon King would like to make the Highways, Planning and Development Committee aware of the B3098 Westbury to Coulston Highway Strategy.

MOTION

Cllr Gordon King would like to make the Highways, Planning and Development Committee aware of the B3098 Westbury to Coulston Highway Strategy and would ask the committee to consider urgently contacting Bratton Parish Council to obtain a copy of the strategy and to nominate two members of the committee to serve on the strategy team. [View Here](#)

13. RECOMMENDATION from TOWN IMPROVEMENT WORKING GROUP dated 11th FEBRUARY 2019

Town Improvement Working Group would like Highways, Planning and Development to consider the production and ordering of the tear-off Westbury map

RECOMMENDATION

Town Improvement Working Group would like HP&D to consider the production of and ordering of the tear-off Westbury Map. A new map will allow the new residents and those visiting to find their way around Westbury and experience all what Westbury has to offer.

- The Annual Map Licence may be purchased for the cost of £150.00 plus VAT to make unlimited copies of the street map by Standbrook Guides Ltd.

- An Annual Renewal Fee of £50.00 plus VAT is payable each calendar year from the date of contract and a new map will be supplied by Standbrook Guides Ltd each year.
- The cost to produce 5 tear-off pads will be £150.00 (50 maps per pad).

[View here](#) / [Map](#) / [Licence](#)

14. RECOMMENDATION from TOWN IMPROVEMENT WORKING GROUP dated 11th FEBRUARY 2019

Town Improvement Group to ask Highways, Planning and Development Committee to approve funding for a waste bin to be installed on the footpath close to Westbury Leigh School. This will be on provision that the school will empty the bin on a regular basis, even over the holidays.

RECOMMENDATION

Highways, Planning and Development Committee to approve the funding £160.00 + VAT plus staff time for fitting for a new waste bin. [View here](#)

15. WILTSHIRE COUNCIL CIL LISTING SPREADSHEET – CIL MONEY FOR WESTBURY

The Committee to note the guidance document and spreadsheet of anticipated CIL money Westbury can expect to achieve from listed property development.

16. S106 PARISH STATEMENT WESTBURY

The Committee to note the attached S106 statement for your information.

[Statement](#)

17. HIGHWAYS CORRESPONDENCE / MATTERS

None.

18. CLERK'S CORRESPONDENCE

- A. Waiting and Parking Requests 2018-2019 Proposals – confirmation from Senior Traffic Order Technician that letters of objections and support were received and will be considered in a report placed before the Cabinet Member for Highways, Transport and Waste.
- B. Waiting and Parking Requests 2019-2020 – confirmation from Senior Traffic Technician that the one request from Westbury Town Council for Leighton Green has been received and added to the list for review.
- C. High Street Staircase – following bricks falling close to a resident from the staircase near Andrea's Flowers, Wiltshire Council have confirmed they have made emergency repairs to the staircase and are seeking pricing for a permanent solution. The temporary fix includes Heras fencing to block off the flat roof (all debris has been placed behind the fencing) and plyboard has been installed along the side of the staircase.

- D. Replacement/new bins – Westbury Town Council has replaced the missing bin at Suffolk Road/Black Horse Lane and our providers Idverde have kindly installed a bin at no cost to the Council at Timor Play Area.
- E. Tree Work to the rear of Matravers Close – for information please note the attached email from Wiltshire Council regarding tree work that will be undertaken on council-maintained trees to the rear of Matravers Close.

[Tree Work](#)

19. BUDGET BIDS

None.

[Standing Orders 2018](#)

[Financial Regulations 2018](#)

[Terms of Reference 2018](#)