

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 24 August 2026 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor Kym-Marie Cleasby	Chair
	Councillor Nicholas Fogg	
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Emily Trow	
	Councillor Caroline Sadler	
	Councillor Caroline Wrench	
	Councillor Nicholas Awbery	
	Councillor Kim Wakeham	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer

ALSO

PRESENT Two members of the public

PUBLIC QUESTION TIME

Simon Walters asked whether the committee members who have previously removed themselves from the discussion and voting regarding Lower Prospect due to personal interest in the outcome, would please do so again tonight.

The Chair replied that in her experience Councillors would always excuse themselves from commenting or voting where they had declared a non-pecuniary interest.

John Spicer asked whether Community Speed Watch (CSW) had ever been conducted in Marlborough, and whether there was anything that could be done about antisocial or hostile behaviour towards CSW volunteers?

Councillor Trow confirmed CSW had been conducted in Marlborough so the Town Council had some experience of how to approach it. She had been speaking to Devizes Councillors about how they deal with antisocial behaviour. All volunteers would receive training by Wiltshire Police, and it was hoped the police would assist as Councillors would not wish to place anyone in a situation where they felt

uncomfortable and would take steps to protect them from off and online harm; they would also make sure there was adequate insurance in place.

One member of the public left the meeting

Two written comments had been received from Manton Residents Association in relation to planning applications which would be dealt with at the appropriate point in the agenda.

150/26 APOLOGIES

Apologies for absence were received from **Councillors Beaumont, Lusson, Farrell and Sheppard**.

151/26 DECLARATIONS

Councillor Trow – agenda item 11(b) – resident parking at Lower Prospect – non pecuniary interest.

152/26 CHAIR’S ANNOUNCEMENTS

Councillors who had not yet replied to the email from the office to confirm whether they would or would not be attending the Freedom Parade were asked to do so as soon as possible.

A notice had been received from Wiltshire Council confirming that a “dead/dangerous” tree removal permission had been granted for a Birch tree at Turner House, Marlborough College (PL/2026/05349).

A reminder about the scoping consultation for the Wiltshire Local Plan.

153/26 MINUTES

RESOLVED: that the minutes of the meeting held 3 August 2026 were confirmed as a true record and signed by the Chair.

154/26 ACTION LOG

Members noted the updated action log. Verbal updates included:

#297: Play Area at Rabley Wood View – some of the commuted sum had now been received from the developer. Land Registry forms would be presented to Full Council at its meeting on 7 September to agree signatories for return to the Land Registry. Once confirmed, the transfer of ownership to the Town Council would be complete.

#366: Parking issues at Lower Prospect – while the specific question about residents parking would be discussed later in the meeting, the **Chair** confirmed that a letter had been sent to the Area Board requesting a community themed safety meeting be arranged.

#378: Town Centre Working Party – The **Chair** confirmed that the Wiltshire Towns Grants scheme had recently re-opened so the Town Council should be able to apply to this as well as making substantive bids to progress town centre vision projects.

#387: Local Plan (housing sites) – The **Chair** had recently met with representatives of CPRE (Campaign for Rural England) and WALC (Wiltshire Association of Local Councils) who had agreed to assist with identifying potential sites for housing.

155/26 PLANNING DECISIONS

Members noted the planning applications that had recently been determined by Wiltshire Council.

156/26 PLANNING APPLICATIONS

a) **PL/2026/02747** and **PL/2026/02749** – Erection of a self-build dwelling; with associated landscaping, private amenity space and access arrangements to include new opening and timber gate and blocking up the existing opening at Four Candles House, Chandlers Yard, High Street, Marlborough for Mr & Mrs M Brown
RESOLVED: that Marlborough Town Council objects to this application on the grounds of overdevelopment in a conservation area

b) **PL/2026/04181** – Replacement front door and boiler flue at 20 London Road, Marlborough for Mrs Victoria Marshall
RESOLVED: that Marlborough Town Council has no objection to this application

c) **PL/2026/04806** – Replace existing painted wooden front door with new painted wooden front door at 21 London Road, Marlborough for Mr James Marshall
RESOLVED: that Marlborough Town Council has no objection to this application

d) **PL/2026/04472** – Small scale internal changes that seek to support the ongoing retail use of the buildings at 14-18 The Parade, Marlborough for Dodd-Noble
RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Conservation Officer

e) **PL/2026/04598** – Conversion of car port to habitable space, conversion of garage. Removal of conservatory and internal alterations at 4 Stonebridge Close, Marlborough for Mr & Mrs Gavin Bain
RESOLVED: that Marlborough Town Council has no objection to this application

The Chair read out comments on the following two applications on behalf of Manton Residents Association

PL/2026/04670 – New first floor added to property and replacement pitched roof. Alterations to external materials and internal reconfiguration. Creation of new driveway and blocking up existing driveway at 30 Manton Hollow, Marlborough for Mr & Mrs Randall

RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Highways Officer

f) **PL/2026/04742** – Single storey rear extension replacing existing conservatory. Single storey front extension. Loft conversion with dormer window to match next door at 8 West Manton, Manton, Marlborough for Mr & Mrs Josh Mollart
RESOLVED: that Marlborough Town Council has no objection to this application

Members **noted** the following applications:

- g) PL/2026/04490 and PL/2026/04881** – Replacement of 2 x CCTV cameras with 2 x new cameras and new corner brackets, and the installation of 1 x new camera and new corner bracket – all on the external walls of the Town Hall building at the Town Hall, High Street, Marlborough for Mrs Clare Williams, Marlborough Town Council
- h) PL/2026/04488 and PL/2026/04904** – Replacement of CCTV camera with a new camera with bracket in the same location, on external wall of building at Marlborough Library, 91 High Street, Marlborough for Mrs Clare Williams, Marlborough Town Council
- i) PL/2026/04489 and PL/2026/04925** – Replacement of CCTV camera with a new camera and bracket in the same location, on external wall of the building at 17-18 High Street, Marlborough for Mrs Clare Williams, Marlborough Town Council

157/26

WORKS TO TREES

- a) PL/2026/04630** – T1 removal of large mature Copper Beech tree at Wye House, Barn Street, Marlborough for Cognatum Estates
RESOLVED: that Marlborough Town Council has no objection to this application subject to a condition to request that a replacement tree is planted
- b) PL/2026/04649** – T1 Sycamore – Fell to ground level. T2 Holly – Fell to ground level. T3 Holly x 2 – reduce by 1-2m so both match in size and shape. T4 Western Red Cedar and Leyland Cypress growing as one – Fell to ground level at West Drive, Pewsey Road, Marlborough for Marlborough College
RESOLVED: that Marlborough Town Council objects to this application as there are no reasons given/not enough information to consider the felling of presumably healthy trees
- c) PL/2026/04975** – Reduce the crown of one Pear tree by 40% at 40 St Martins, Marlborough for Berryman
RESOLVED: that Marlborough Town Council has no objection to this application

158/26

PREMISES LICENCE

Members considered a Variation of a Premises Licence at Marlborough Service Station, Hertford Road, Marlborough for Motor Fuel Ltd:

1. To extend the hours for the sale of alcohol to 24hrs daily
2. To allow for the provision of late night refreshment between the hours of 2300 and 0500 daily
3. To remove the conditions listed in Annex 2
4. To include in Annex 2 the conditions in Section 16 of the application
5. To extend and make alterations to the premises, following the addition of a Pret

RESOLVED: that Marlborough Town Council objects to the variation of the Premises Licence in respect of **alcohol sales**. It thought quite strongly that the extended availability of alcohol in this location was unnecessary. The location is an 'isolated corner' with proximity to residencies and businesses, and in their opinion could give rise to alcohol related anti-social behaviour. This could be compounded by drawing a customer base from a wider and rural catchment, which could also compound this issue.

159/26 PORT HILL CONSULTATION

Members noted the preparations that had been made for a forthcoming consultation about the pedestrian crossing point at A346 Port Hill.

160/26 LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS

a) Representation

RESOLVED: that **Councillor Awbery** is confirmed as the second Town Council representative to the Area Board Local Highway and Footway Improvements Group (LHFIG) for 2026/27

Having declared an interest, Councillor Trow did not comment on the following item and did not vote

b) Lower Prospect Resident Parking Update

Members noted correspondence from Wiltshire Council suggesting a scheme for resident parking Monday to Sunday 7am to 7pm, and that whilst residents would accept this, their preference was for resident-only parking overnight (5pm-7am), with parking available to anyone during the day. Discussion points included:

- A scheme allowing resident-only parking overnight had been implemented at Kennet Place (*Monday to Sunday 8am – 6pm Resident Permit Holders only or 2 hours. No Return within 2 hours*) – whether there was a lack of consistency to say the same could not be applied to Lower Prospect; the proposed scheme for Lower Prospect did not seem to be fit for purpose
- Whether there would be a 'ripple effect' of parking issues on other roads nearby
- Whether to postpone a decision until the Full Council has considered the wider context
- Whether an overall rationale for residents parking schemes should be agreed before taking this request further; if this was approved, whether there would be a proliferation of similar requests resulting in fewer and fewer spaces available for workers during the daytime
- Whether the scheme proposed by Wiltshire Council would result in empty parking spaces during the day

RESOLVED: (i) to ask Wiltshire Council why the scheme already implemented at Kennet Place could not be applied at Lower Prospect

RESOLVED: (ii) to ask the request to be considered in the context of wider issues related to parking at Lower Prospect at the proposed Area Board meeting dealing

with community safety

One member of the public left the meeting

c) Highway Improvement Requests

- (i) One way scheme at The Parade (part)

RESOLVED: not to support this proposal being submitted to LHFIG: a similar proposal had been put out to consultation and residents and businesses had not supported a one way scheme (*Planning Committee Meeting held 6 January 2025, Min. No. 332/24*)

- (ii) Frees Avenue – move parking to the East side and make the West side continuous double yellow lines

RESOLVED: not to support the request being submitted to LHFIG as the request dealt with exceptional circumstances rather than normal traffic conditions, and the removal of passing places may result in a more dangerous traffic situation.

Members did, however, note that the current marked yellow line passing areas on the West side were often obscured by mud, debris or required repainting to make them more visible to drivers.

d) LHFIG Action Log

Members noted the LHFIG Action Log.

#326 – Residents Parking at Cherry Orchard – a meeting had recently taken place on site with a Highways Engineer, and a proposal would be drawn up for consideration.

161/26 SPEED INDICATOR DEVICES (SIDs)

Members noted the most recent data recorded at George Lane between 28 July and 10 August and considered the SID rotation plan.

Members recognised that it could take a while for people to adapt to changes in speed limits and noted that having the SID in place had been helpful to reinforce that the road was now 20MPH. Some excessive speeds had been recorded, and these should be flagged to Wiltshire Police. While more than 50% of vehicles had been travelling above the 20MPH limit, it was good to see that approximately 98% were recorded below 30MPH.

ACTION: Flag high speed data, and times captured, to Wiltshire Police

RESOLVED: to amend the SID rotation plan so that George Lane is the next scheduled location, and to place it here more frequently to help embed the new 20MPH speed limit

162/26 TOWN CENTRE WORKING PARTY

Members noted the Town Clerk's report and considered the purpose and membership of the Town Centre Working Party.

RESOLVED: (i) that the Town Centre Working Party had completed its objectives and would be disbanded

RESOLVED: (ii) to create a Rainscape Working Party

RESOLVED: (iii) that **Councillors Hall** and **Sadler** would join the Rainscape Working Party for 2026/27, and that an invitation should be sent to all Councillors inviting them to join as members

Councillor Sadler thanked everyone who had served on the Town Centre Working Party over the years, especially the most recent Chair, **Councillor Shantry**. It had been a very successful working party delivering improvements for the town and providing a vision for the town centre that the Planning Committee would be able to take forward.

163/26 DELEGATED DECISION

Members noted a communication received from Wiltshire Council regarding amendments to a proposed traffic order making changes to on and off street parking charges and arrangements.

ACTION: email any questions about the proposals to **Councillor Cleasby**

164/26 TEMPORARY ROAD CLOSURES

Members noted that Wiltshire Council had issued Orders under Section 14(1) of the Road Traffic Regulation Act 1984 to close roads temporarily to all traffic at:

- Preshute Lane (part) (TTRO 11788) from its junction with High Street for a distance of approximately 100m in an easterly direction on 5 October between 08:00 and 17:00 for 3 days to enable Thames Water to install water monitoring equipment
- C6 (part), Mildenhall and Ramsbury (TTRO 11812) from its junction with Sound Copse Lane for a distance of approximately 491m in a north easterly direction from 19:00 on 18 October until 07:00 on 19 October to enable Wales & West Utilities to carry out repairs to defective reinstatement
- A4 (part) and A345 (part), Marlborough (TTRO 11829) : A4 from its junction with College Fields to its junction with Hyde Lane; A345 from its junction with A4 to its junction with George Lane from 29 October until 3 November between the hours of 19:00 and 23:59 to enable Wiltshire Council to carry out carriageway resurfacing, replacement road markings and associated works

The meeting closed at 8.30 pm

Signed:
Chair

Date: