

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 3 August 2026 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor Kym-Marie Cleasby	Chair
	Councillor Mark Luson	Town Mayor
	Councillor Nicholas Fogg	
	Councillor Lisa Farrell	
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Emily Trow	
	Councillor Abigail Beaumont	
	Councillor Caroline Sadler	
	Councillor Nicholas Awbery	
	Councillor Kim Wakeham	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
ALSO		
PRESENT	Neil Goodwin	Marlborough.News
	Plus, nine members of the public	

PUBLIC QUESTION TIME

Resident **John Spicer** asked Councillors to do something about drivers speeding along Hyde Lane (e.g. improve signage especially at the entry to the lane near the Library; conduct speed checks and raise public awareness to the 20MPH speed limit).

The Chair confirmed there was a related action on the action log, so it would be discussed later in the meeting. **Cllr Beaumont** pointed out the 20MPH limit was fairly new, and she didn't believe the issue had got any worse since it had been applied.

136/26 APOLOGIES
Apologies for absence were received from **Councillor Wrench**.

137/26 DECLARATIONS

Cllr Cleasby – agenda item 7(b) – planning application at Kingsbury Street – non pecuniary interest

Cllr Awbery – agenda item 9(v) – highway improvement request at The Green – non pecuniary interest

Cllr Trow – agenda item 9(vi) – highway improvement request A346 Port Hill – non pecuniary interest

138/26 CHAIR’S ANNOUNCEMENTS

Two applications for pavement licences had been received after the agenda was issued, for Polly Tearooms and Bunce’s to continue with their existing arrangements. Members wishing to comment should do so via the Planning Portal.

The Marlborough Area Youth Forum, which runs a twice weekly youth club, is looking for a volunteer to run the charity’s administration. Caroline Thomas has been doing this but could not continue after the autumn. Anyone wishing to step forward should make themselves known to **Cllr Hall**.

139/26 MINUTES

RESOLVED: that the minutes of the meeting held 13 July 2026 were confirmed as a true record and signed by the Chair

140/26 ACTION LOG

Members noted the updated action log. Discussion points included:

#151 Community Speed Watch: **Cllr Trow** to contact the **Deputy Town Clerk** to arrange police training for volunteers and to confirm which locations are suitable.

#297 Play Area at Rabley Wood View: the play area has achieved ROSPA and Wiltshire Council sign off. It was insured, and the final steps will be to finalise legal documents to transfer the land to the Town Council.

#370 SID Reports: Wiltshire Council has confirmed that traffic surveys will be carried out at Hyde Lane, London Road and Herd Street after the summer holidays.

#371/372 Former Police Station at George Lane: Discussed at Housing Working Party. Reply received about likelihood of registering it as an asset of community value. **Cllr Cleasby** to follow up: **Cllr Trow** agreed to help.

#375 LHFIF vacancy: **Cllr Awbery** expressed interest, pending gaining a better understanding of the requirements of the role.

ACTION: **Corporate Services Officer** to send **Cllr Cleasby** a list of all outstanding actions for her to follow up

141/26 PLANNING DECISIONS

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

142/26 PLANNING APPLICATIONS

- a) **PL/2026/03993** – new outbuilding to provide garage space with flexible home office & guest bed space with external alterations to existing landscaping at The Croft, Cold Harbour Lane, Marlborough for Mr Tim Owen

ACTION: **Cllr Cleasby** to discuss with Planning Officer to understand comments about fire risk

RESOLVED: that Marlborough Town Council has no objection to this application subject to the satisfaction of the Highways Officer and dependent upon the Planning Officer's view about potential fire risk

Councillor Hall took the Chair for the following item and Cllr Cleasby did not vote

- b) **PL/2026/04133** – replace clay plain roof tiles with clay double roman tiles, and replace pebbledash render dormer heads with clay plain tile cheeks with white uPVC cladding to dormer heads and cheeks at Isbury House, 31a Kingsbury Street, Marlborough for Mrs Rachel Maurice

RESOLVED: that Marlborough Town Council has no objection to this application

Cllr Cleasby resumed the Chair

- c) **PL/2026/04392** – proposed change of external materials to all elevations and installation of new windows at 23 Priorsfield, Marlborough for Mr & Mrs Rumbold

RESOLVED: that Marlborough Town Council has no objection to this application

Seven members of the public left the meeting

143/26 WORKS TO TREES

PL/2026/04605 – 6 x Hornbeam trees – reduce the lateral overhang on the roadside by 1.5-2m to provide clearance and better visibility from the road junction nearby. The other side might need reducing to rebalance the trees at Barton Farm, Barton Dene, Marlborough for Marlborough College

RESOLVED: that Marlborough Town Council has no objection to this application

144/26 LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)

Members considered seven Highway Improvement Requests and the LHFIG action log.

Culvermead Close

Two requests asking for improvements for pedestrian access to cottages, and parking restrictions or residents parking to prevent long term parking blocking pedestrian and vehicle access.

The **Town Clerk** had visited the site and could understand why the applicant would welcome a dropped kerb. He felt the matter of residents parking, parking restrictions and/or yellow lines would be best left to a Highways Officer to give an opinion.

RESOLVED: (i) that Marlborough Town Council supports the request for a dropped kerb to aid pedestrian access being submitted to LHFIG for consideration

RESOLVED: (ii) Full Town Council to consider whether a 'whole town' view or policy is required on residents parking scheme applications

RESOLVED: (iii) to defer a decision on whether to support parking restrictions or a residents parking scheme to a later meeting to consider alongside existing LHFIG request for double yellow lines in turning circle (Ref 8-24-33) and to seek the views of a Highways Officer

Silverless Street HGVs

A request for large 'no HGV' signs at each end of Silverless Street.

Members noted a proposed Town Centre intervention at the Herd Street junction with Silverless Street which would change the road layout to prevent HGV access: this highway improvement request provided further evidence for the need to do this. (*See Min. No. 517/25, Planning Committee meeting held 5 May 2026, priority 5*).

RESOLVED: (iv) to support the request being submitted to LHFIG for consideration and to note there have been repeated concerns raised about HGV traffic in Kingsbury Street, Silverless Street and Herd Street

Silverless Street Road Markings

A request for road markings to be adjusted at junction with Herd Street to reflect there is no access to vehicles from Herd Street apart from cyclists

RESOLVED: (vi) to support the request being submitted to LHFIG for consideration and to note that there have been repeated concerns raised about HGV traffic in Kingsbury Street, Silverless Street and Herd Street

New Road

A request to change single yellow line time restrictions and remove double yellow lines

RESOLVED: (vii) to support the request being submitted to LHFIG for consideration

Having declared an interest, Councillor Awbery did not vote on the following request

The Green (and Oxford Street)

A request for solutions to address parking issues, road safety and traffic calming to prevent use as a rat run. Members felt there were a number of solutions suggested but it would be better to define the issue(s) and seek a Highways Officer's view on how to address them.

RESOLVED: (viii) to support the request being submitted to LHFIG for consideration of the issues raised

Two members of the public left the meeting

A346 Port Hill

A request for a change to speed limits and/or road markings on the approach to Marlborough. Members noted that a long-standing request for a buffer zone here had been rejected by Wiltshire Council, but all Members strongly supported the need to slow down the traffic approaching Marlborough on this stretch of road.

RESOLVED: (ix) to support the request being submitted to LHFIG to support an existing LHFIG request (Action Ref 8-23-20)

ACTION: **Cllr Cleasby** to contact the Cabinet Member for Highways to challenge the reluctance for a buffer zone, and invite them to visit Port Hill perhaps in September on a weekday around 5pm

Action Log

Members noted the contents of the LHFIG action log.

The **Town Clerk** provided an update on #326 Residents Parking at Orchard Road. A site meeting has been arranged with the applicant, Town Clerk and a Highways Officer.

Cllr Beaumont briefly left the meeting

145/26 SPEED INDICATOR DEVICES (SIDs)

Members noted the most recent data recorded at Poulton Hill between 30 June and 13 July and Bath Road from 14 to 27 July.

It was noted that only approximately half of the outgoing traffic at Poulton Hill had been recorded within the 30MPH limit.

Members noted that two potential poles for a SID had been identified in Hyde Lane and a response from Wiltshire Council on whether they could be used was awaited. **Cllr Cooper** noted that it would be important to position the SID at the right part of Hyde Lane, e.g. at or near the entrance near the Library. It was hard to speed in the middle section near parked cars and a SID may be of little benefit at that location.

146/26 TOWN CENTRE WORKING PARTY

There had not been a meeting since the last Planning Committee meeting. The next meeting would take place on 7 October.

Cllr Sadler reported that the **Deputy Town Clerk** had written to residents in London Road regretfully explaining why the proposed rainscape project could not be progressed.

147/26

BRIEFING NOTE

Members noted Wiltshire Council's Briefing Note No 26 – 10 containing an update on legislative changes to the neighbourhood plan making process.

Discussion points included:

- Wiltshire Council Local Plan: plans were being finalised for the first public consultation to take place in September (concerning the process for making the Local Plan, not the content or possible housing sites)
- Whether the engagement plan could be shared
- Officers were considering how to reach all residents, e.g. on market days
- The consultation process would include meetings with Town Councils – members discussed whether to invite an Officer to attend a future Housing Working Party meeting
- Once the call for sites process was complete it would be important to know when the information would be made available to the public
- A revised National Planning Policy Framework (NPPF) for England was expected to be finalized and published in summer 2026
- Without a published updated NPPF and Wiltshire Local Plan it was difficult to know when and how the Marlborough Area Neighbourhood Plan (MANP) would be affected. The Town Council would need to make a decision about whether the MANP should be updated once the NPPF was published
- In the meantime, the MANP provides Marlborough with strong protection against speculative development

ACTION: Cllr Cleasby to find out when the housing sites information would be available to the public

148/26

FREEDOM PARADE

Members noted that on 20 July Wiltshire Council issued a consultation regarding an application for a temporary road closure on 3 September 2026 between 09:45-11:15 at A4 High Street (part), Marlborough for a Freedom Parade to commemorate 15 years since 4MI Military Intelligence Battalion was granted The Freedom of Marlborough.

149/26

TEMPORARY ROAD CLOSURES

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

- Ref. 27NE419: Stonebridge Close (part) 80 metres north from its junction with Elcot Lane in a westerly direction for approximately 30 metres on 25 August between 08:00-16:00 to enable Wiltshire Council to carry out hand patching and other associated works
- TTRO 11701: Cross Lane (part) from its junction with Hyde Lane for a distance of approximately 20m in a southerly direction from 14 September 2026 for

3 days to enable Thames Water Utilities to carry out boundary box exchange and other associated works

The meeting closed at 8.34 pm

Signed:

Chair

Date: