

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 6 January 2025 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor James Sheppard	Chair
	Councillor Kym-Marie Cleasby	Town Mayor (<i>ex officio</i>)
	Councillor Nicholas Fogg	
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor Caroline Thomas	
	Councillor Susannah O'Brien	
	Councillor Emily Trow	
	Councillor Caroline Sadler	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer
ALSO		
PRESENT	Neil Goodwin	Marlborough.News
	Plus 3 members of the public	

PUBLIC QUESTION TIME

There were no questions.

- 324/24 APOLOGIES**
Apologies for absence were received from **Councillors Ross, Farrell, Shantry** and **Kohrt**.
- 325/24 DECLARATIONS**
Councillors Sheppard and **Hall** – agenda item 6(b) – Planning Application – The Merchant's House Trust (trustees) – non-pecuniary.
- 326/24 CHAIR'S ANNOUNCEMENTS**
There were no announcements.

327/24 MINUTES

RESOLVED: that the minutes of the meeting held 2 December 2024 were confirmed as a true record and signed by the Chair

328/24 ACTION LOG

Members noted the updated action log. Verbal updates included:

#89 Safe crossing point Port Hill to The Common: an extraordinary Local Highway and Footway Improvements Group (LHFIG) meeting had not been required to progress discussions about a slowing down buffer zone. A report was expected from an Officer and the next LHFIG meeting would take place fairly soon.

The Chair had received a report from the Police and Crime Commissioner that another speed check had been carried out in Marlborough before Christmas at Poulton Hill – he was waiting to hear the figures.

ACTION: check whether #5 and #145 are duplicates of the same action

329/24 PLANNING DECISIONS

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

330/24 PLANNING APPLICATIONS

a) **PL/2024/10755** – installation of solar PV system to roof at Ellis Theatre, Bath Road, Marlborough for Mr Craig Tutton, Marlborough College

RESOLVED: that Marlborough Town Council supports this application

ACTION: Clarify whether the Town Mayor (ex officio) is able to make proposals

Councillors Sheppard and Hall did not vote on the following two items

b) **PL/2024/10798** – formation of opening in garden wall and construction of small garden store at land rear of 133 High Street, Marlborough for The Merchant’s House Trust

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

c) **PL/2024/11153** - formation of opening in garden wall and construction of small garden store at land rear of 133 High Street, Marlborough for The Merchant’s House Trust

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

d) **PL/2024/10664** – internal alterations to improve accessibility including the installation of a platform lift at The Old Rectory, 51 High Street, Marlborough for Mrs Gillian Fallon

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

- e) **PL/2024/11026** – retrospective planning application for new painted timber windows to replace the current white UPVC windows at 116 London Road, Marlborough for Mrs E Radford
RESOLVED: that Marlborough Town Council has no objection to this application
- f) **PL/2024/11111** – conversion of outbuildings to the rear of 134-135 High Street, Marlborough to residential use (Use Class C3) comprising of 1 no. 4-bedroom dwelling. Associated internal and external works to include the creation of a series of new window and door openings (utilising existing but bricked up openings where possible), works to the internal layout of the outbuildings and the blocking up of the existing connection with the adjacent retail unit, rebuild roof and dormer window with raised eaves on lower block, remove existing chimney stack at rear (amendment to PL/2024/01980) at land to the rear of 134-135 High Street, Marlborough for Mr Brown, Habitect Developments Ltd
RESOLVED: that Marlborough Town Council has no objection to this application
- g) **PL/2024/11122** – variation of condition 2 (approved plans) on PL/2024/01992 to amend the internal layout and window arrangement and detail at land to the rear of 134-135 High Street, Marlborough for Habitect Developments Ltd
RESOLVED: that Marlborough Town Council has no objection to this application
- h) **PL/2024/10541** – single-storey rear extension; extended terrace including erection of privacy screening; installation of wood burner at 18 Vicarage Close, Marlborough for Mr Graham Dowson
RESOLVED: that Marlborough Town Council has no objection to this application
- i) **PL/2024/11041** – loft conversion with flat roof dormer at 41 London Road, Marlborough for Mr & Mrs Simon Hands
RESOLVED: that Marlborough Town Council has no objection to this application
- j) **PL/2024/10933** – single storey extension to existing porch at front elevation at Keeps Cottage, Preshute Lane, Manton for Mr M Lilley
RESOLVED: that Marlborough Town Council has no objection to this application

Members also noted an application for which the comments date had expired before the meeting: **PL/2024/08304** (replacement of plant equipment/machinery within the roof service area at 17-18 High Street, Marlborough).

331/24 WORKS TO TREES

Members noted three applications for which the comments date had expired before the meeting: PL/2024/19736 (Sycamore tree at Woodlands House, Bath Road, Marlborough), PL/2024/10979 (Silver Birch tree at Hilliers Yard Car Park, Marlborough) and PL/2024/10913 (Ash trees at Barton Farm, Marlborough).

332/24 HIGHWAY AND FOOTWAY IMPROVEMENTS

Members considered an improvement request and feedback received to an informal consultation about The Parade.

a) Kingsbury Street/High Street

RESOLVED: that Marlborough Town Council supports the request for a proper dropped kerb at either side of the junction of Kingsbury Street/High Street adjacent to Patten Alley to provide a fully accessible route to St Mary's Church for wheelchair users, and for this to be considered at LHFIG

Members noted that Wiltshire Council currently had a long list of drop kerb requests which may cause a delay to installation, should the scheme be agreed.

Councillor Thomas offered to discuss informally with a Highway Engineer to ascertain the current situation and likely way forward.

b) Proposed One-Way System at The Parade

Members noted the feedback received to an informal consultation. During conversations at the drop-in session held on 19 November, Councillors noted points which were repeated in the written survey feedback:

- The majority of responses do not support a one-way system
- Opposition to the loss of parking spaces
- Question the need for a loading bay
- Difficult for lorries to turn left into The Parade from New Road
- It will cost a lot of money which can be put to better use elsewhere
- Repainting double yellow lines to make them more visible
- A call for better, clear road markings, e.g. introduction of hash boxes opposite side entrances which had worked well at the High Street next to the entrance to St Peters Place
- That more prominent marking (e.g. hash boxes) will make it more obvious to drivers that they should not park there
- A need for enforcement by Parking Services

RESOLVED: not to proceed with the proposed plans (introduction of a one-way system, a loading bay and the removal of parking spaces) and instead to ask a Highways Engineer to draw up a new scheme concentrating on improving road markings to reinforce 'no parking' near vehicle access points

333/24 SPEED INDICATOR DEVICES

Members noted that no reports were available due to issues with the SID software. The **Town Clerk** reported that the SID was currently in the new location within the 40MPH zone at A4 Bath Road and was having a positive effect on drivers.

ACTION: email Members with an update on the outcome of the technical support meeting held 20 December

334/24 TOWN CENTRE WORKING PARTY

The next meeting was scheduled for 8 January.

335/24 TEMPORARY ROAD CLOSURES AND FORTHCOMING UTILITY WORKS

Members noted Orders issued by Wiltshire Council to close temporarily to all traffic:

- a) Hyde Lane (part), Marlborough (TTRO 10023) between 20-22 January to enable Thames Water to carry out boundary box replacement and associated works
- b) George Lane (part), Marlborough (TTRO 9994) between 09:30-15:30 for 2 days commencing 1 February to enable Openreach to carry out blockage clearance and rope duct
- c) A345 (part), Pewsey (TTRO 10007) between 19:00-23:49 from 4-21 February to enable Wiltshire Council to carry out carriageway resurfacing, road marking, adjustment of ironworks and associated works
- d) Bay Bridge Layby (part), Marlborough (TTRO 10017) 08:00-23:59 on 5 February to enable Thames Water to carry out disconnection of water supply
- e) A346 (part), The Green (part), Marlborough (TTRO 10033) from 15-21 February to enable Openreach to carry out collaborative working with Scottish and Southern Electricity Networks
 Members recognised that this closure would inevitably lead to major disruption and discussion points included:
 - HGV operators have been informed about what is effectively a closure of the A346 north/south route
 - Whether there would still be a risk of HGV drivers attempting to use Kingsbury Street as an alternative route
 - Highways Officers were doing all they could to mitigate the disruption this would cause:
 - The works have been under discussion for a considerable period of time
 - There is a damaged BT Openreach manhole cover that requires completely rebuilding due to years of HGV traffic; the use of concrete based materials and nature of the work means there will have to be complete 24-hour closure until completion
 - The closure has been scheduled during half-term
 - There is a detailed traffic management plan that will include capturing HGV traffic from further afield at all points north, south, east and west
 - Finer points about the traffic plan will be discussed at a meeting taking place 9 January, specifically to include alternative routes to Herd Street
 - Officers were liaising with National Highways which has agreed to suspend a planned closure of the M4 for the duration of these works (Marlborough is on the diversion route for M4 traffic)
 - Wiltshire Council will take the opportunity during the closure to carry out update works on the pedestrian crossing which would otherwise have required 4-way traffic lights, avoiding a second disruption

The Mayor asked Wiltshire Councillors to convey her thanks to the Highways team on doing what they could to lessen the impact of this closure.

Members recognised that no matter how much signage was put in place, driver behaviour would be key in terms of risks to Kingsbury Street. **Councillor Thomas**

had suggested that the Police be involved in the discussions and plans. **Councillor Sheppard** offered to highlight this with the Police and Crime Commissioner.

ACTION: Councillor Sheppard to discuss A346 closure with Wiltshire Police to highlight the risk of damage to buildings in Kingsbury Street if HGV drivers ignore the diversion

Members also noted a communication received from Network Plus Services Ltd providing advance notice of a 9-week programme of works to upgrade the electrical network within a sub-section of Marlborough through installing a new cable and electrical link boxes.

The meeting closed at 7.44 pm

Signed:
Chair

Date: