

# Marlborough Town Council



## Planning Committee

### Minutes of a meeting of the Planning Committee held Monday, 14 July 2025 in the Court Room, Marlborough Town Hall at 7pm

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

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#### **PUBLIC QUESTION TIME**

**Rachael Herring:** on behalf of herself and other residents, noted that after several years the play area and amenity space at Hawthorn Meadow was still not open and asked:

- What was outstanding on the project, and which party was responsible for delivering it
- Whether the programme, timeline and consents had been agreed in writing as set out as part of the planning approval
- What was the original agreed timescale
- What is the current expected timescale to open the play area and adjacent amenity space
- Who was responsible for holding GreenSquare Accord (GSA) to account
- What tools were available to the Town Council if the supplier did not comply with the planning conditions, and what measures was it taking to ensure GSA upholds the conditions of the planning consent

The **Chair** and the **Town Clerk** explained:

- The Town Council was as frustrated as the residents that the play area was still not open; it had no powers of enforcement if GSA did not comply with the planning conditions
- The latest stop date in the original, agreed plan had been March 2025, at which point either party could pull out of the agreement. However, the Town Council did not want to pull out: it was ready to take on and open the play area and had a funded plan in place ready to go once it was handed the land, which includes creating a path to link the amenity area to Bay Meadows nature reserve
- The **Town Clerk** was in regular correspondence with GSA, receiving similar replies to Rachael
- GSA would be able to supply a definitive list, but the Town Council's understanding was that outstanding work included:
  - A RoSPA<sup>1</sup> inspection had identified safety remediation work was required, and GSA was responsible for ensuring its contractors carried this out. GSA was exploring whether it could bring in other contractors to expedite this work
  - Some landscaping work was still outstanding; weather conditions had not helped with the seeding of grass
  - Wiltshire Council would need to quality assure the work once complete as part of signing off the planning conditions; this would have to take place prior to the asset being handed over to Marlborough Town Council
- As Wiltshire Councillor for Marlborough (East Ward), **Councillor Cleasby** committed to have face-to-face discussions at County Hall later in the week to investigate further

**ACTION:** The Town Council will provide an information update on the situation to the residents

**Neil Goodwin (Marlborough.News)** referred to two planning applications on the agenda for works related to a change of use of the Master's Lodge at Marlborough College into a day house for pupils: he asked whether the Town Council was aware that work appeared to already be well under way.

- As this was a Grade II listed building, should the planning applications not be marked as 'retrospective', and whether it was normal for works to be carried out to a listed building without planning permission approved?
- Would the Committee get in touch with Marlborough College to make this point?
- Did it send a signal to everyone in Marlborough that they could apparently do what they liked to a building outside of the planning process and seek approval afterwards.

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<sup>1</sup> Royal Society for the Prevention of Accidents

The **Chair** noted his comments, which would be taken into consideration at the appropriate point on the agenda.

**97/25 APOLOGIES**

Apologies for absence were received from **Councillors Luson, Shantry, Beaumont and Wrench**.

**98/25 DECLARATIONS**

There were no declarations of interest.

**99/25 CHAIR'S ANNOUNCEMENTS**

The Chair confirmed that Full Council had recently made a resolution (*23 June, Min. No. 78/25*) to amend Standing Orders to clarify that the Town Mayor becomes 'ex officio' with full voting rights on all standing committees, including Planning.

**100/25 MINUTES**

**RESOLVED:** that the minutes of the meeting held 9 June 2025 were confirmed as a true record with one amendment and signed by the Chair

**101/25 ACTION LOG**

Members noted the updated action log. Verbal updates included:

#89 Safe crossing point Port Hill to The Common: a pole had been installed for a speed indicator device, which had been added to the Town Council's SID rotation plan

#287 Proposed retirement development at former Police Station in George Lane: a petition had been handed in to the Town Council and this had been submitted to Wiltshire Council, and the Town Council was ready to make the case against this development once the Eastern Area Planning Committee meeting was scheduled

**102/25 PLANNING DECISIONS**

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

**103/25 PLANNING APPLICATIONS**

a) **PL/2025/04733** – Change of use of 1<sup>st</sup> floor of former bank from ancillary retail/commercial accommodation to self-contained flat with associated reconfiguration of ground floor with additional points of access to side elevation to achieve internal access to upper parts and including for self-contained refuse and recycling storage. Removal of external steel staircase to rear elevation, relocation and installation of new plant, new side rear external door from commercial ground floor premises at 125 High Street, Marlborough for Mr Moody, Daymark Capital

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

b) **PL/2025/05114** – Removal of existing patterned glazing on front elevation and replacement with clear glazing at 125 High Street, Marlborough for Gail's Ltd c/o

agent

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

- c) **PL/2025/05251** – Proposed non-illuminated lettering to be pinned to existing timber fascia and another non-illuminated lettering to be installed to proposed planter on highway in front of building. Proposed hanging sign to be installed above shopfront entrance at 125 High Street, Marlborough for Gail’s Ltd c/o agent  
**RESOLVED:** that Marlborough Town Council has no objection to the fascia and hanging sign; being unable to determine from the drawings whether the proposed planter is to be sited on the public part of the pavement or private land in the curtilage of the building, this element of the application is rejected
- d) **PL/2025/04972** – Demolish the boundary wall at rear of property and rebuild like for like. To include additional brick piers to improve the structural integrity and a soldier course to the top rather than the concrete coping stones at Ivy House, 43 High Street, Marlborough for Mr Geraint Morgan, Marlborough College  
**RESOLVED:** that Marlborough Town Council has no objection to this application
- e) **PL/2025/05078** – Change of use of the Master’s Lodge (Grade II listed) to ancillary educational facility, including internal alterations to facilitate use as a day house for pupils, with associated refurbishment works at Master’s Lodge, Marlborough College, Bath Road, Marlborough for Estates Department, Marlborough College  
**RESOLVED:** that Marlborough Town Council has no objection to this application subject to the satisfaction of the Conservation Officer, however would like to express disappointment that this application has been submitted at a late stage when building work already appears to be well under way
- f) **PL/2025/05149** – Change of use of the Master’s Lodge (Grade II listed) to ancillary educational facility, including internal alterations to facilitate use as a day house for pupils, with associated refurbishment works at Master’s Lodge, Marlborough College, Bath Road, Marlborough for Estates Department, Marlborough College  
**RESOLVED:** that Marlborough Town Council has no objection to this application subject to the satisfaction of the Conservation Officer, however would like to express disappointment that this application has been submitted at a late stage when building work already appears to be well under way
- g) **PL/2025/05505** – Demolition of garage and summerhouse to create a three-bed new build dwelling in the rear garden of Isbury House, making use of the existing access at Isbury House, 31A Kingsbury Street, Marlborough for Maurice  
**RESOLVED:** that Marlborough Town Council has no objection to this application, and would welcome the inclusion of swift bricks in the design
- h) **PL/2025/04963** – The proposed work under this application is to install a gas meter in the same location as the electric meter, which is located in the external covered walkway between Wykeham House and 50A High Street at Wykeham House, 50 High Street, Marlborough for Mr Geraint Morgan, Marlborough College  
**RESOLVED:** that Marlborough Town Council has no objection to this application

- i) **PL/2025/05291** – Re-roofing of property including infill of a non-original rear rooflight. Repairs to the lead flashing, boxed eaves and brackets. Repainting of windows at 35 High Street, Marlborough for Mr G & Mrs J Davies, DPDS Consulting Group  
**RESOLVED:** that Marlborough Town Council has no objection to this application subject to the satisfaction of the Conservation Officer
- j) **PL/2025/04702** – First floor and rear extensions. Conversion of existing garage. Carport to front at Folly Dale, Barnfield, Marlborough for Mrs Alison Pitceathly  
**RESOLVED:** that Marlborough Town Council has no objection to this application
- k) **PL/2025/04648** – Variation of condition 5 of PL/2022/07438 to enable long term rental of the annexe at 8 Pipers Piece, Herd Street, Marlborough for Mr and Mrs Davison  
**RESOLVED:** that Marlborough Town Council has no objection to this application

#### 104/25 **WORKS TO TREES**

- a) **PL/2025/05221** – T1 – Salix Caprea (Goat Willow) tree – fell. T2 – Ilex Aquifolium (Holly) tree – fell. T3 – Taxus Baccata (Yew) – fell at 41 Herd Street, Marlborough for Mr James Cooke  
**RESOLVED:** that Marlborough Town Council has no objection to this application
- b) **PL/2025/05621** – Cherry tree – reduce crown by up to 3 metres vertically and laterally (30% of current crown mass). Crown mass raise up to 2.5 metres from ground level. Crown clean to remove crossing and competing laterals. Remove dead or diseased material. At 5 Bridge Street, Manton for Mr H Wroth  
**RESOLVED:** that Marlborough Town Council has no objection to this application
- c) **PL/2025/05023** – T1 Yew – reduce by up to 20% all over at 1A The Green, Marlborough for Ms Purdin  
**RESOLVED:** that Members noted the Town Clerk had replied ‘no objection’ after consulting Chair and Tree Officer

#### 105/25 **TREE PRESERVATION ORDER (TPO)**

Members considered a provisional Tree Preservation Order (TPO/2025/00012) – Norway Spruce Tree – at Five Alls Court, London Road, Marlborough, made by Wiltshire Council on 23 June 2025.

**RESOLVED:** that Marlborough Town Council supports the making of a TPO to protect a Norway Spruce Tree at Five Alls Court

#### 106/25 **BRIEFING NOTE ON HOUSING LAND SUPPLY**

Members noted Wiltshire Council Briefing Note No 25 – 04 – Wiltshire’s Housing Land Supply Statement. Discussion points included:

- Local authorities are required to have a 5 year land supply; Wiltshire Council had a land supply of 2.42 years since the updated National Planning Policy Framework was issued in December 2024, changing the rules (it previously had a better supply)

- The Marlborough Area Neighbourhood Plan, made March 2023, showed a land supply of over 4 years
- This put Wiltshire Council under pressure to approve unwanted, speculative developments in order to meet its land supply obligations
- Whether anything could be done to prevent developers 'banking' land but not starting work
- Whether Wiltshire Council could allocate more building land

**107/25 BRIEFING NOTE ON WILTSHIRE COMMUNITY AIR NETWORK**

Members noted Wiltshire Council Briefing Note No 25 – 05 – Wiltshire Community Air Network. The **Chair** noted that this hadn't been very well publicised and the application date for the public to borrow a sensor had already passed. She thanked the **Town Clerk** for acting quickly to request a sensor to be mounted in the High Street, either on the Town Hall or Town Council offices.

*Councillor Hall (Vice Chair) took the Chair for the following item*

**108/25 LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS (LHFIG)**

Members considered an application for safety improvements for pedestrians at Hyde Lane. Discussion points included:

- Hyde Lane was included in a proposed Traffic Order currently under consultation to implement a 20mph speed limit at Hyde Lane, requested by the Town Council
- Whether to ask Wiltshire Council Parking Enforcement to patrol the area and check for illegal parking on double yellow lines
- Evidence showed that removing on-street parking increases the speed of traffic
- Whether there was lighting at the gates of the College entrances
- Support for school crossing warning signs

**RESOLVED:** to inform the applicant about the pending speed limit reduction to 20mph, and to support a request for school crossing signs in Hyde Lane

*Councillor Cleasby resumed the Chair*

**109/25 SPEED INDICATOR DEVICES (SID)**

Members noted the most recent data downloaded from the Town Council's SIDs at Herd Street (29 January to 11 June), Bath Road (28 May to 11 June) and George Lane (12 to 25 June) and the updated SID rotation plan. Discussion points included:

- Members once again noted the high speeds recorded in each of these locations.
- It was good news that a pole was available at Port Hill, which would be the next location for the rotational SID.
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**ACTION: Town Mayor** to ask **Councillor Sheppard** for an update on Action Log Ref. 291: to contact Wiltshire Police to highlight speeding issues in Marlborough

**110/25 TOWN CENTRE WORKING PARTY**

**Councillor Sadler (Vice Chair)** and the **Town Clerk** provided a verbal update:

- The working party had met with Action for the River Kennet to consider a report with options, costings and benefits for SUDS and rain gardens
- Two test sites had been identified where pilot schemes could be put in place. These were a rain garden at Priory Gardens and SUD at Coopers Corner. This should be achievable within the financial year, enabling Wiltshire Towns Programme grant money to fund the work. These schemes would provide learning for Town Council staff and act as a training exercise and provide demonstrations to the public to show what was possible
- The ultimate aim is to demonstrate what is possible and encourage land owners to implement similar schemes for themselves
- **Councillor Shantry** had agreed to contact businesses to identify whether 3-4 pilot locations could be found for SUDS planters in the High Street
- In the longer term, there is an aspiration to discuss rain garden locations in collaboration with Wiltshire Council

**111/25 TEMPORARY ROAD CLOSURES**

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

- a) Urgent closure of Kingsbury Street (part), Marlborough from outside property known at Thorsend in a southerly direction for approximately 100 metres on 21 July 2025 for 6 hours between 09:30-15:00 to enable Wiltshire Council to carry out hand patching and other associated works
- b) Urgent closure of Cross Lane (part) 43 metres south of its junction with Hyde Lane in a southerly direction for approximately 17 metres on 22 July 2025 for 7 hours between 09:00-16:00 to enable Wiltshire Council to carry out hand patching works
- c) TTRO 10598: George Lane (part) from outside property known as 16 George Lane for a distance of approximately 30m in a westerly direction from 18 to 29 August 2025 to enable Thames Water to carry out sewer repairs relating to collapsed pipework
- d) TTRO 10587: Laineys Close from its junction with North View Place to its junction with Coldharbour Lane on 26 August 2025 for 3 days to enable Wiltshire Council to carry out footways resurfacing and ironwork adjustment

The meeting closed at 8.31 pm

Signed: .....  
Chair

Date: .....