

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held Monday, 9 June 2025 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor Kym-Marie Cleasby	Chair
	Councillor Emily Trow	Town Mayor (<i>ex officio</i>)
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor James Sheppard	
	Councillor Mark Luson	
	Councillor Kelvyn Shantry	
	Councillor Susannah O'Brien	
	Councillor Caroline Sadler	
	Councillor Abi Beaumont	
	Councillor Peter Morgan	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer

ALSO

PRESENT One member of the public

PUBLIC QUESTION TIME

There were no questions.

40/25

APOLOGIES

Apologies for absence were received from **Councillors Fogg, Farrell and Wrench**.

41/25

DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

Councillor Luson – agenda item 9(b) – Highways Improvement Request – non-pecuniary. As the applicant, **Councillor Luson** would answer questions but not take part in discussions or vote on any decisions on this item.

42/25

CHAIR'S ANNOUNCEMENTS

The Chair welcomed **Councillor Morgan** to his first Planning Committee meeting.

The Town Council was aware of unauthorised vehicles at the Recreation Ground. The Town Clerk was taking the proper steps to deal with the situation.

A temporary road closure notice had been received after this agenda had been produced. It relates to A4 High Street (from A345 roundabout for 35 metres) on 17 June for 5 hours, starting at 7pm.

Following concerns being raised about the length of time before the lights change to red at the crossing at The Green (Herd Street), Highways had confirmed that their contractors had set the priority to vehicles by default. This should have been set to pedestrian priority, and this change had been scheduled.

Councillor Cleasby had spoken to the Planning Officer about PL/2025/03165 (*proposed retirement apartments at former Police Station in George Lane/Action Log Ref 287*). The original decision date of 26 June would be extended because of the huge volume of objections. This would allow the Officer time to look at each objection carefully and go out for further consultation if necessary as well as discuss with the applicant. This means a decision is unlikely to be made until September or later. If the decision is to approve, Wiltshire Councillor Jane Davies (Marlborough West) will call it in to the Eastern Area Planning Committee and it was likely this would not be able to take place until early 2026. Councillor Cleasby, as a member of the Committee, would recuse herself from the meeting on the grounds that she is predisposed to refuse the application. This would ensure no conflict of interest for her or possible challenge to any decision made at that meeting. She would still be able to attend the meeting as the Chair of Planning for Marlborough Town Council and put the Town Council's case.

RESOLVED: to engage the services of a planning expert to advise the Planning Committee from time to time as required

43/25 MINUTES

RESOLVED: that the minutes of the meeting held 19 May 2025 were approved as a true record

44/25 ACTION LOG

Members noted the updated action log. Comments included:

#5 High Street Crossing Petition – a proposed scheme by Highways had been rejected as unsuitable, and the Town Centre Working Party had been asked to consider this. It was within the scope of a much wider piece of work to create a vision and development plan for the town centre which had recently started after appointing town planning expert consultants. A series of community engagement events would take place in June leading to a proposal for consultation in July and a recommendation by the end of September.

#89 Safe crossing point Port Hill to The Common – a pole was on order to place a speed indicator device here. Metrocount cables had recently been placed here too. **ACTION:** **Councillor Cleasby** and the **Town Clerk** to make enquiries at Wiltshire Council about the reason for the Metrocount and to request the results

#151 Community Speed Watch – the Town Mayor **Councillor Trow** had arranged a meeting with a Devizes Councillor who had experience with speed watch to discuss ideas and devise a plan for Marlborough.

45/25 PLANNING DECISIONS

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

46/25 PLANNING APPLICATIONS

a) **PL/2025/04076** – Installation of 4 no. antennas (painted to match fabric of host building), 1 no. equipment cabinet (Grey RAL7035), 1 no. meter cabinet (Grey RAL7035) (external, ground level), and all ancillary developments including grillage. Removal of 4 no. timber frames and 4 no. sets of timber louvres and replacement with GRP replicas at St Peter’s Church, High Street, Marlborough for c/o agent Cornerstone

During a suspension of Standing Orders AnnMarie Newbigin (Chair of St Peter’s Council of Trustees) answered questions and confirmed the Trust supported this proposal. It would generate additional income and would not prevent tower tours taking place.

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

b) **PL/2025/04302** - Installation of 4 no. antennas (painted to match fabric of host building), 1 no. equipment cabinet (Grey RAL7035), 1 no. meter cabinet (Grey RAL7035) (external, ground level), and all ancillary developments including grillage. Removal of 4 no. timber frames and 4 no. sets of timber louvres and replacement with GRP replicas at St Peter’s Church, High Street, Marlborough for c/o agent Cornerstone

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

AnnMarie Newbigin left the meeting

c) **PL/2025/02151** – Proposed multi use games area at Barton Hill, Bath Road, Marlborough for Marlborough College

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

d) **PL/2025/04627** – Proposed non-illuminated fascia signs, fascia letters and projecting sign at 110 High Street, Marlborough for Image Technique Ltd

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

47/25 WORKS TO TREES

a) **PL/2025/04489** – T1 Oak – eastern aspect: sympathetically reduce lateral limbs overhanging residential garden by 2 metres. Southern aspect: sympathetically reduce lateral limbs by 2.5 metres at 10 St Margarets Mead, Marlborough for Ms Nicola Hobbs

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

b) PL/2025/04778 – Fir tree – fell at Five Alls Court, London Road, Marlborough for Kate Deakin

Councillor O'Brien (Tree Officer) was concerned that this was a healthy, mature tree, noted the applicant was not the land owner, and that there did not appear to be a recommendation from a professional tree surgeon. Given this, she did not believe that felling the tree was justified. There was a question about whether the Town Council was the landowner and, if so, whether it could comment on the application.

ACTION: Town Clerk to ascertain whether the tree is on Town Council land and, if so, take advice from the Grounds Manager. If not, the Town Clerk should respond to the application to reflect the objections raised during the meeting.

RESOLVED: to delegate to the Town Clerk to reply on behalf of the Town Council following further investigation

48/25

LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)

a) Update on LHFIG meeting held 22 May

- The budget for the current year was £12,500
- The LHFIG had reviewed all the items on the list and agreed not to remove any. Items would be worked through accordingly
- There was a waiting list to get on the list that would not be addressed until the next financial year
- Any items submitted from now on may therefore take a long time to reach the top of the list
- There were other ways to address highway requests, e.g. direct to officers where they related to road safety or road markings

b) Highway Improvement Request – Road markings to prevent blocking of access at roundabout at junction of A346 and Jennings Road

Councillor Lusson had submitted the request and answered questions and provided clarification. Members agreed that a solution was required and would take advice on whether signs or road markings were the correct solutions.

Councillor Lusson did not vote on this item.

RESOLVED: that Marlborough Town Council supports this request

49/25

VARIOUS ROADS, MARLBOROUGH – 20MPH SPEED LIMIT

Members noted that a recent consultation had resulted in objections, so it would be necessary for a report to be placed before the Cabinet Member for Highways, Street Scene and Flooding.

50/25

CONSULTATION

RESOLVED: that Marlborough Town Council supports the draft Setting of the Stonehenge, Avebury and Associated Sites World Heritage Site Supplementary Planning Document

51/25

SPEED INDICATOR DEVICES (SIDs)

Members noted the most recent data downloaded from the Town Council's SIDs at Kingsbury Street (24 April to 13 May) and Poulton Hill (14 to 27 May). Discussion points included:

- The Chair had received information from Wiltshire Police that speed enforcement operations had taken place at Poulton Hill on 23 May, resulting in 8 drivers being served with prosecution notices, 7 being offered speed awareness courses or £100 fines with 3 points on their licence, and 1 receiving a £100 fine and 3 points on their licence
- It was noted that one driver had been recorded at 60mph going uphill at Kingsbury Street at the junction with Silverless Street. As SID data was shared with the police, whether they could be asked to conduct enforcement at points where such speeds were recorded, including Herd Street. Both these roads were used by many pedestrians, including children and there was a serious risk from people driving above the speed limit
- The **Town Clerk** was in the process of arranging for two senior police Inspectors to attend a future Town Council meeting, which would allow Councillors to explain their issues

ACTION: **Councillor Sheppard** to contact the relevant officer at Wiltshire Police to highlight the speeding issues in Marlborough

52/25

TOWN CENTRE WORKING PARTY

Councillor Shantry had been elected Chair at the first meeting of the Working Party and provided a verbal update:

- Updated terms of reference had been drawn up (attached to this agenda)
- Sustainable Drainage Systems (SuDS): there was a budget of £25,000 for this work. A meeting had been held with Action for the River Kennet and it was hoped that a scheme could be implemented in this financial year. Options being considered were two colourful, all-year round interest rain gardens to brighten up the High Street and collect rainwater runoff from buildings as well as one near the former St Peter's School in the Parade. Designs and costs would be considered at the next meeting
- Town Centre Vision and Development Plan: an extensive programme of public consultation had been agreed and would be publicised tomorrow (10 June). This included:
 - An invitation-only stakeholder workshop on 25 June
 - Walking tours on 25 and 28 June to get ideas from the public
 - A market stall and drop-in at the Jubilee Centre on 28 June with a giant map that people could pin ideas to
 - An interactive online map that people can comment on
 - A self-guided walking tour

Feedback would be considered and a draft consultation document produced, probably in July, aiming to sign off and agree the documents in September.

Members were asked to join in with the workshop and other events if they can.

53/25 TEMPORARY ROAD CLOSURES

Members noted that Wiltshire Council had issued temporary road closure orders at:

- TTRN: Orchard Road from its junction with Upper Church Fields in a north westerly direction for approximately 20 metres on 6 June from 09:00-16:00 to enable Wiltshire Council to carry out Bobcat Patching works
- TTRN: Herd Street/A346 from its junction with Barn Street to its junction with Rockley Road at Ogbourne Maizey on 16 June from 19:00 to 23:50 to enable Milestone on behalf of Wiltshire Council to carry out urgent carriageway patching works
- TTRO 10518: George Lane (part) from its junction with A345 to its junction with Ducks Meadow between 09:30 and 16:30 for 2 days from 26 July to enable Openreach to carry out blockage clearance work (recommencement notice)

Members noted the chaos caused by the last closure of Herd Street due to the contractor not having adequate signage in place, including on M4 gantries, to warn that there was no HGV access during this time.

ACTION: Town Clerk to contact Highways to seek assurance about comprehensive signage and alert the police to potential traffic issues

The meeting closed at 8.44 pm

Signed:
Chair

Date: