

Marlborough Town Council



9 September 2025

Dear Councillor

Planning Committee

You are summoned to a meeting of the **Planning Committee** to be held in the **Court Room, Marlborough Town Hall** on **Monday, 15 September 2025** at **7pm**.

Yours sincerely

Richard Spencer-Williams

Richard Spencer-Williams, PSLCC

Town Clerk

If members of the public wish to attend and ask a question they should notify the Town Clerk of this by noon on the Friday prior to the meeting and provide their question in writing at the same time.

If members of the public wish to ask a question, but not attend, they can provide the question in writing to the Town Clerk by noon on the day of the meeting, and a written response will be provided.

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PUBLIC QUESTION TIME

In accordance with Standing Order 3(f), members of the public may ask questions of the Planning Committee. The time allocated for this should not exceed 10 minutes and be limited to one question per person unless directed otherwise by the Chair. A full response may not be possible without further research, and the Chair may direct that a written or oral response be given.

AGENDA

- 1. Apologies**
- 2. Declaration(s) of Interest**
To receive declarations of interest and consider any requests for dispensation
- 3. Chair's Announcements**
- 4. Minutes**
To confirm the minutes of the meeting held 26 August 2025
- 5. Action Log**
To receive an update on the action log
- 6. Planning Decisions**
To note the planning applications recently determined by Wiltshire Council
- 7. Planning Applications**
To consider application consultations received from Wiltshire Council
- 8. Works to Trees**
To consider application consultations received from Wiltshire Council
- 9. Application for a Permanent Pavement Licence**
To consider an application received from Wiltshire Council
- 10. Local Highway and Footway Improvements Group (LHFIG)**
To consider highway improvement requests and receive an update on the LHFIG action log
- 11. Asset of Community Value**
To consider whether an application should be made for the campsite at Postern Hill, Savernake
- 12. Speed Indicator Devices**
To note the most recent data reports and consider the location plan
- 13. Town Centre Working Party**
To receive a verbal update
- 14. Temporary Road Closures**
To note and consider orders issued by Wiltshire Council

Marlborough Town Council



Planning Committee

Minutes of a meeting of the Planning Committee held on Tuesday, 26 August 2025 in the Court Room, Marlborough Town Hall at 7pm

PRESENT	Councillor Kym-Marie Cleasby	Chair
	Councillor Emily Trow	Town Mayor
	Councillor Nicholas Fogg	
	Councillor Lisa Farrell	
	Councillor Mervyn Hall	Vice Chair
	Councillor Mark Cooper	
	Councillor James Sheppard	
	Councillor Kelvyn Shantry	
	Councillor Caroline Sadler	
	Councillor Peter Morgan	
	Richard Spencer-Williams	Town Clerk
	Dawn Whitehall	Corporate Services Officer

PUBLIC QUESTION TIME

There were no members of the public present and no questions had been received by the Town Clerk.

143/25 APOLOGIES
Apologies for absence had been received from **Councillors Awbery, Beaumont, Lusson, O'Brien and Wrench.**

144/25 DECLARATIONS
There were no declarations of interest.

145/25 CHAIR'S ANNOUNCEMENTS
Cllr Cleasby had been in regular contact with Wiltshire Council Highways (WC) about traffic issues related to several roadworks around the town. The advertised partial closure of St Martins was causing confusion because Thames Water were unable to repair the leak as planned as a vehicle was parked over it and the owner was on holiday. Although there were still yellow signs in place the road was in

fact open. WC would co-ordinate planned works in nearby Laineys Close to ensure diversion routes remained open.

146/25 MINUTES

RESOLVED: that the minutes of the meeting held 4 August 2025 were confirmed as a true record and signed by the Chair

147/25 ACTION LOG

RESOLVED: to reassign appropriate actions to a separate Town Centre Working Party (TCWP) action log, and to receive updates on progress via the regular TCWP update agenda item.

Verbal updates included:

#151 Community Speed Watch: the Mayor had been unable to meet with the Devizes Councillor. More residents were showing interest in volunteering.

#297 Hawthorn Meadows: it was good news that work had started but almost a month on, frustrating that the play area was still not open.

ACTION: ask for an update from GreenSquare Accord and provide photos to circulate to Councillors

#219: it was good news that WC Enforcement Officers had found correct procedures were in place at a store selling vapes

ACTION: Cllr Farrell to send information related to sales of alcohol and vapes at another store to the Town Clerk to forward to WC Public Protection

148/25 PLANNING DECISIONS

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

149/25 PLANNING APPLICATIONS

a) **PL/2025/06280** – two storey side extension at 14 Reeds Ground, Marlborough for Mr & Mrs Joe Johnson

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

b) **PL/2025/06501** – single storey rear extension and demolition of existing garage at West Lodge, High Street, Manton for Mr & Mrs Tom Greenman

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

150/25 WORKS TO TREES

PL/2025/06470 – T1 Beech – reduce back to the previous pruning points (20%) and thin by a similar amount. Rebalance the Eastern side, if necessary, at Monks

Rest Lodge, 31 Savernake Court, Marlborough for Ms Mainwaring

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

151/25 LOCAL HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)

Members noted the most recent information available to the public from the LHFIG action log, and that there was a lag of about six months in terms of known status. The **Chair** reported that there had been no progress on LHFIG items since the group's last meeting but another meeting would take place soon. It was good news that the original budget had been restored meaning requests already received that would have not been progressed may now be able to be accepted. WC was looking at ways that the highway request process could be improved: Cllr Cleasby would provide updates on this when more information was available.

152/25 SPEED INDICATOR DEVICES

Members noted the most recent data recorded in Kingsbury Street between 24 July and 5 August.

153/25 TRAFFIC ORDERS

Members noted that the Traffic Order to add Hyde Lane, Back Lane, Cross Lane, Cardigan Road, St Johns Close and George Lane to the 20mph zone had been approved.

Objections had been received to the proposal to increase on-street parking capacity at the north east end of the High Street, so a report would be considered by the Cabinet Member for Highways, Street Scene and Flooding.

154/25 TOWN CENTRE WORKING PARTY (TCWP)

The TCWP had not met since the last Planning Meeting, but members had received a presentation by its consultants, PJA, prior to a final vision report being prepared for consideration at the end of September.

Cllr Shantry updated Members on proposed locations for SuDS planters:

- Town Council locations: one small and one larger planter at Coopers Corner and a rain garden in association with a housing association at Priory Gardens
- Businesses and private residences at London Road, The Parade, Barn Street and the High Street

Installation would only take one day for each, and approximate price was £1,000 per planter or £14,000 in total so would fall within the budget for the grant at no cost to the Town Council or local taxpayer. Plans to install these would be discussed at a meeting on 14 September and if all went well, they should be installed by the end of October.

Cllr Fogg proposed a vote of thanks to Action for the River Kennet, the TCWP and all involved in this work

155/25 TEMPORARY ROAD CLOSURES

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

- The Parade (part), from its junction with A346 in a westerly direction for approximately 37 metres on 14 September for 1 day to enable works by Thames Water
- A blanket order for the Gazette & Herald area

Cllr Cleasby reminded people that the [one.network](#) map provides excellent, real-time information about road closures and roadworks and encouraged all to look at it.

ACTION: circulate one.network information to Members

The meeting closed at 7.40 pm

To note and consider outstanding actions. For Highways actions please see agenda item 9.

Min #	Owner	Status & Mtg Date	Notes
#151 COMMUNITY SPEED WATCH			
359/22	Town Clerk	24/04/23 In progress	15.3.23 Town Council to facilitate the creation of local CSW teams and provide publicity to call for people to take part 12.6.23 Volunteers being recruited 25.9.23 Cllr Trow expressed interest in becoming involved Needs further consideration and support to progress 9.6.25 Mayor has arranged a meeting with a Devizes Councillor to share ideas 26.8.25 Meeting with Devizes not possible. More volunteers are coming forward
#291 ALERT POLICE TO SID DATA AND SPEEDING HOT SPOTS IN MARLBOROUGH			
51/25	Cllr Sheppard	09.06.25 In progress	Contact relevant Wiltshire Police officer to highlight speeding issues in Marlborough 14.7.25 Town Mayor to ask Cllr Sheppard for an update 26.8.25 Cllr Sheppard has asked; will chase
#297 PROVIDE UPDATE ON PLAY AREA AT HAWTHORN MEADOWS			
PQT	Town Clerk/Cllr Cleasby	14/07/25 In progress	21.7.25 Town Clerk and Grounds Manager did site visit. TC then emailed GreensquareAccord with list of concerns re: landscaping, site management, timeline etc. 23.7.25 GreensquareAccord stated that they have engaged a landscape company to carry out maintenance to the play area; their remit is to conclude the remediation of the play area and to clear the site of any debris. Their remit will be to replace anything which has failed within the landscaping design, but trees will not be replaced until planting season (Oct if weather permits) to give them the best chance . Work programmed to begin 4th August. The ROSPA sign off will then follow. MTC comms on latest position has been issued ¹ . 26.8.25 Ask for a further update and circulate photographs Email set to Cllrs 2 9 25
#300 SALE OF VAPES/ALCOHOL TO U18s			
147/25	Cllr Farrell	26/08/25 In progress	26.8.25 Send relevant information to Town Clerk to forward to WC Public Protection
#301 ONE.NETWORK			
133/25	Town Clerk	26/08/25 Complete	26.8.25 Circulate link to Members 27.8.25 Information circulated

¹ <https://www.marlbrough-tc.gov.uk/news/news-articles/3153-update-on-play-area>

To note planning applications determined by Wiltshire Council between 18 August and 7 September:

- a) **PL/2025/04702** – Folly Dale, Barnfield, Marlborough
First floor and rear extensions. Conversion of existing garage. Carport to front.
Decision: Approve with conditions **MTC:** No objection
- b) **PL/2025/04733** – 125 High Street, Marlborough
Change of use of 1st 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 for self-contained refuse and recycling storage. Removal of external steel staircase to rear elevation, relocation and installation of new plant, and side rear external door from commercial ground floor premises
Decision: Approve with conditions **MTC:** No objection
- c) **PL/2025/05251** – 125 High Street, Marlborough
Proposed non-illuminated lettering to be pinned to existing timber fascia and proposed hanging sign to be installed above shopfront entrance
Decision: Approve with conditions **MTC:** Mixed: 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
From Officer's Report: "...all three consultees raised concerns about the proposed planter: revised plans were subsequently provided with the planter removed..."
- d) **PL/2025/05291** – 35 High Street, Marlborough
Re-roofing of property including infill of a non-original rear rooflight. Repairs to the lead flashing, boxed eaves and brackets. Repainting of windows.
Decision: Approve with conditions **MTC:** No objection
- e) **PL/2025/06470** – Monks Rest Lodge, 31 Savernake Court, Marlborough
T1 Beech – Reduce back to the previous pruning points (20%) and thin by a similar amount. Rebalance the Eastern side if necessary.
Decision: Approve with conditions **MTC:** No objection

ITEM 7

PLANNING APPLICATIONS

To consider consultations received from Wiltshire Council. Councillors and members of the public should contact the Town Clerk by midday on 15 September if they feel any of the following applications need full discussion at the meeting.

- a) [PL/2025/06785](#) – Full planning permission
Change of use from B&B (Use Class C1) to Residential (Use Class C3) at 8 Kingsbury Street, Marlborough for Mr Simon Wetton, Savernake Properties no8 Limited
- b) [PL/2025/07225](#) – Listed building consent
Proposed conversion to flat and new entrance doors to ground floor shop and associated internal alterations at 116 High Street, Marlborough for Mr Deepak Gupta
- c) [PL/2025/06780](#) – Full planning permission
Proposed conversion to flat and new entrance doors to ground floor shop and associated internal alterations at 116 High Street, Marlborough for Mr Deepak Gupta
- d) [PL/2025/05888](#) – Householder planning permission
AMENDED PLANS/ADDITIONAL INFORMATION: Construction of new 2 bay garage with office above, adjustments to existing levels & retaining sleeper walls and other minor external works at The Croft, Cold Harbour Lane, Marlborough for Mr Tim Owen
- e) [PL/2025/06641](#) – Householder planning permission
Proposed extensions & associated internal alterations at 17 White Horse Road, Marlborough for Mr & Mrs Matchett
- f) [PL/2025/06933](#) – Householder planning permission
Garage conversion with infill extension at 8 Betjeman Road, Marlborough for Ms Ceri Cliss

ITEM 8

WORKS TO TREES

To consider consultations received from Wiltshire Council.

- a) [PL/2025/07051](#) – Notification of proposed works to trees in a conservation area
T1 Hawthorn – Fell at 38A Herd Street, Marlborough for Mr Sutton

ITEM 9

APPLICATION FOR A PERMANENT PAVEMENT LICENCE

To consider an application for a permanent pavement licence for Gail's Bakery. Please see Appendices 1.1 & 1.2

ITEM 10 HIGHWAY AND FOOTWAY IMPROVEMENTS GROUP (LHFIG)

To consider Highway Improvement Requests and receive an update on the Wiltshire Council Area Board Local Highway and Footway Improvements Group and actions log.

a) Highway Improvement Requests

To consider a request from Malcolm Ward about traffic movements in Silverless Street.

Please see Appendix 2

b) LHFIG Action Log

Min #	Owner	Status & Mtg Date	Notes
#89 SAFE CROSSING POINT PORT HILL TO THE COMMON			
256/20	Town Clerk	02/11/20 In progress	<p>02.11.20: Written motion presented by Cllr Farrell to support petition presented by Hannah Cartwright. RESOLVED That the Town Council supports this request for a safer crossing point, whether a pedestrian crossing, reduction in the speed limit or by other means. It needs a full and urgent review through CATG and Highways officers. Also, to request a pedestrian count and to seek alternative Wiltshire Council funding options to conduct a whole town transport strategy.</p> <p>15.08.22: TC update - traffic survey had been in wrong location for Police to start risk assessment/enforcement. Too dangerous for Community Speed Watch. Town Clerk in discussions with WC to find way forward.</p> <p>16.8.22 Cllr CT emailed Police to ask for advice and assistance in progressing this issue.</p> <p>19.8.22 - WC emailed Town Clerk to state traffic survey was done in the best possible location given constraints, and that they had planned meeting to look at how best to collaborate with Police in these situations.</p> <p>19.8.22 Town Clerk emailed WC to ask for how they would advise to proceed given there is a known speeding issue at this location?</p> <p>05.09.22: JS escalated to PCC/Wilts Police/Wilts Council.</p> <p>28.11.22 Post to be installed by MTC for use of SID on green/ junction with Port Hill/Herd St.</p> <p>7.12.22 MTC reviewed SID guidance, due to distance between proposed location for pole and speed limit post cannot be installed for SID use.</p> <p>31.3.23 SID guidelines being revisited to reassess if can install pole. RSW re-stated to Police the need for enforcement.</p> <p>15.3.23 Enforcement action taken by Police February & March 2023; no evidence for speeding.</p> <p>12.6.23: Cllr Thomas to follow up with WP. Town Clerk re-requested enforcement action at Police Tasking meeting 20.7.23.</p>

Min #	Owner	Status & Mtg Date	Notes
			<p>LHFIG request for 40mph speed limit buffer-zone and traffic calming on agenda for 13.11.23; referred by TCWP - supported by MTC 13.11.23 for referral to LHFIG.</p> <p>Considered by LHFIG on 25.1.24 – Highways Engineer to check whether 40MPH buffer zone is feasible</p> <p>12.7.24 Discussed at LHFIG</p> <p>11.7.24 WC Highways Engineer advised was not possible. This was challenged by MTC/WC Councillors, and the engineer undertook to recheck if this is the case; and if so, provide an explanation including the relevant guidance and reasons for this judgement</p> <p>2.12.24 LHFIG reps still pushing for response on slowing down buffer zone. Cllr Farrell asked whether police could provide evidence of ‘no speeding’? Advised Area Board on 3.12.24 is “all things policing” and to ask in person</p> <p>3.4.25 RE Possible new pole for SID - Land parcel has substation and x2 BT boxes on it; Grounds Manager booked to do CAT and GENNY training 4.4.25 to enable to Grounds Manager to locate if or where underground cables are and assess if it is safe to install a pole. Survey to be carried out 6.4.25.</p> <p>23.4.25 Survey clear. Indicative plan submitted to WC for permission to install.</p> <p>7.5.25 Preliminary permission granted by WC Highways; currently in the process of agreeing a date to do the works.</p> <p>4.7.25 Pole installed; on portable SID rota.</p>
#143 20MPH SPEED LIMIT REVIEW			
284/22	Town Clerk	06/02/22 In progress	<p>LHFIG request sent 7.2.23. LHFIG supported request on 11.3.23. MTC to provide additional street names for adding to review.</p> <p>30.5.23 MTC WP to meet 8.6.23 to review.</p> <p>13.6.23 WC Highways emailed with preferred review locations; 1. London Road –section from Elcot Lane junction to the double mini roundabout 2. Salisbury Road – Tesco roundabout to the double mini roundabout 3. George Lane – end to end 4. Pewsey Road – St Peter’s roundabout to junction with George Lane 5. Bridewell St – St Peter’ roundabout to junction with College Fields 6. Herd St – Junction St Martins to junction with The Common 7. The Common – junction Herd St to Kingsbury St. 8. Port Hill – junction The Common/Herd St to 50 yards past Golf Club entrance. Plus, existing; Kingsbury St, Oxford St, St Martins, High St, New Rd.</p> <p>4.7.23 WC Highways emailed adding request for Hyde Lane/Cross Lane/Back Lane/St Johns Close</p> <p>22.7.24 Report received; on the agenda for the Planning Committee 29.7.24.</p> <p>9.8.24 Town Clerk emailed WC Highways to confirm MTC support implementation in Hyde Lane, Back Lane, Cross Lane, Cardigan Road and St Johns Close as recommended in the report. Also, that MTC, via WC Cllr Davies, will be requesting reconsideration of the</p>

Min #	Owner	Status & Mtg Date	Notes
			<p>20MPH speed limit in George Lane, with unanimous and strong support within the Council</p> <p>2.12.24 WC Cllrs in discussion with Cabinet Members re George Lane. LHFIG Chair to call extraordinary meeting to resolve</p> <p>3.2.25 Both areas (Hyde Lane + and George Lane +) would go to next stage - public consultation</p> <p>23.4.25 Public consultation live; consultation period ends 12 5 25</p> <p>29 5 25 WC Highways emailed to state 'Further to previous correspondence regarding the above proposals I can confirm that the consultation has now ended. As objections were received for the same it will be necessary for a report to be placed before the Cabinet Member for Highways, Street Scene and Flooding'.</p> <p>14.8.25 – Notified this was approved by by Cabinet Member</p>
#184 HIGH STREET SHORT STAY PARKING/LOADING BAY			
228/23	Town Clerk	25/09/23 In progress	<p>Submitted on 02.10.23</p> <p>24.01.24: prioritised with action for WC Highways engineer to progress</p> <p>Proposal received from WC on 11.11.24. On agenda 02.12.24. Resolved to accept the revised plan as proposed by the Highways Engineer. 3.12.24 email sent to WC Highways to confirm.</p> <p>21.5.25 TC to chase up WC for installation date</p> <p>30 5 25 matter is with TRO team for advertisement, likely in June, as advised by WC Highways.</p> <p>9.7.2025: Proposed Traffic Regulation Order advertised for consultation (on agenda 4 August, item 10)</p> <p>4.8.25: RESOLVED that Marlborough Town Council welcomes this TRO and looks forward to the additional parking spaces in the High Street; WC have been informed</p> <p>12.8.25 WC wrote: Thank you for your email on behalf of Marlborough Town Council dated 6th August 2025 which will be passed to the officer in charge of the project for consideration. All letters of objection or support for this proposal will be considered in a future report; I will write to you again when I have more information regarding the proposal.</p> <p>19.8.25 WC wrote: Further to previous correspondence regarding the above proposals I can confirm that the consultation has now ended. As objections were received for the same it will be necessary for a report to be placed before the Cabinet Member for Highways, Street Scene and Flooding. I will contact you again once a decision has been made.</p>

Recommendation

Members are asked to consider the above and instruct the Town Clerk accordingly.

Town Clerk
08.09.2025

ITEM 11

ASSET OF COMMUNITY VALUE

Following the public representations regarding Postern Hill Campsite and specifically the question at Full Council on 1 September requesting that the Town Council seeks clarification as to whether the campsite at Postern Hill, Savernake can be designated as an 'Asset of Community Value (ACV), clarification has now been obtained from Wiltshire Council who have stated that an application can be made.

The ACV policy states an application can be made for land where:

'Current primary use of the building/land or use of the building/land in the recent past furthers social wellbeing or social interests (cultural, recreational, or sporting interests) of the local community'

Proposal

It is proposed that the Committee (and Council) submit an ACV application for Postern Hill Campsite, Savernake.

Recommendation

The committee is asked to consider the matter and instruct the Town Clerk accordingly.

Town Clerk

05.09.2025

ITEM 12

SPEED INDICATOR DEVICES (SID)

To consider the most recent data report for Poulton Hill (5-19 August) and Bath Road (40mph) (20 August – 2 September) and to consider the SID rotation plan. Please refer to Appendices 3.1 & 3.2.

SID Locations

There is a SID permanently situated at Herd Street. A second SID is deployed on rotation to:

- Bath Road (30MPH, adjacent to Memorial Hall and 40MPH, near Golding Avenue)
- Chopping Knife Lane
- George Lane
- Kingsbury Street
- London Road (2 locations)
- Port Hill (added July 2025)
- Poulton Hill

At the date of this report the SID was located at George Lane

Recommendation

Members are asked to note this report and consider whether any changes are required to the SID location/rotation plan.

Deputy Town Clerk

08.09.2025

ITEM 13

TOWN CENTRE WORKING PARTY

To receive a verbal update.

ITEM 14

TEMPORARY ROAD CLOSURES

To **note and consider** 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) TTRO 10752: B3052 George Lane (Part), Marlborough

B3052 (Part), Marlborough; from its junction with Ducks Meadow to its junction with A345.

To enable: Openreach to carry out pole replacement and testing.

Alternative route: via A345 – A4 – A346 – B3052 (unaffected length) and vice versa.

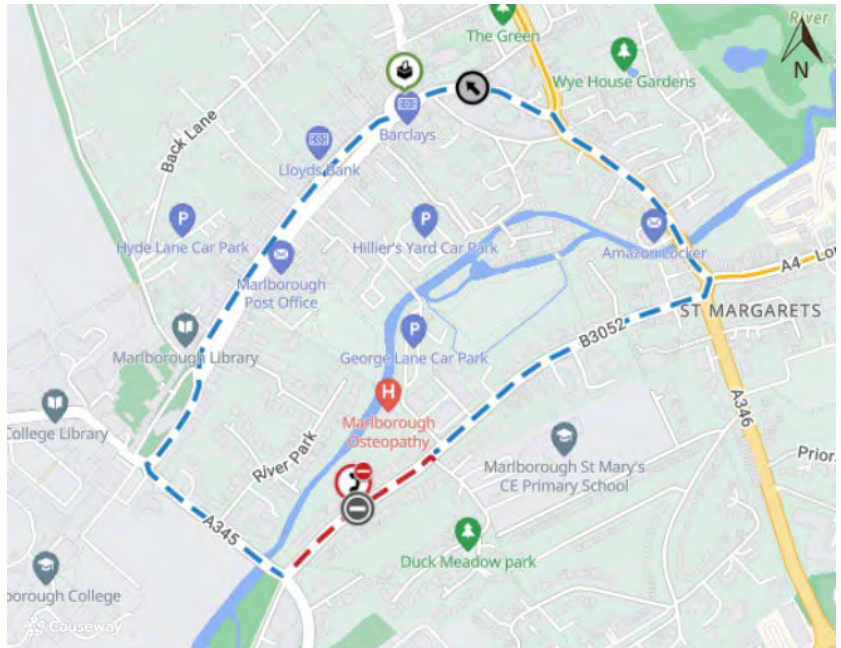
The closure and diversion route will be clearly indicated by traffic signs.

This Order will come into operation on **8 November 2025** and the closure will be required between the hours of **09:30 and 15:30 for 2 days**.

It is anticipated that the works will take the stated duration to complete depending upon weather conditions. Access will be maintained for residents and businesses where possible, although delays are likely due to the nature of the works. The Order will have a maximum duration of 18 months.

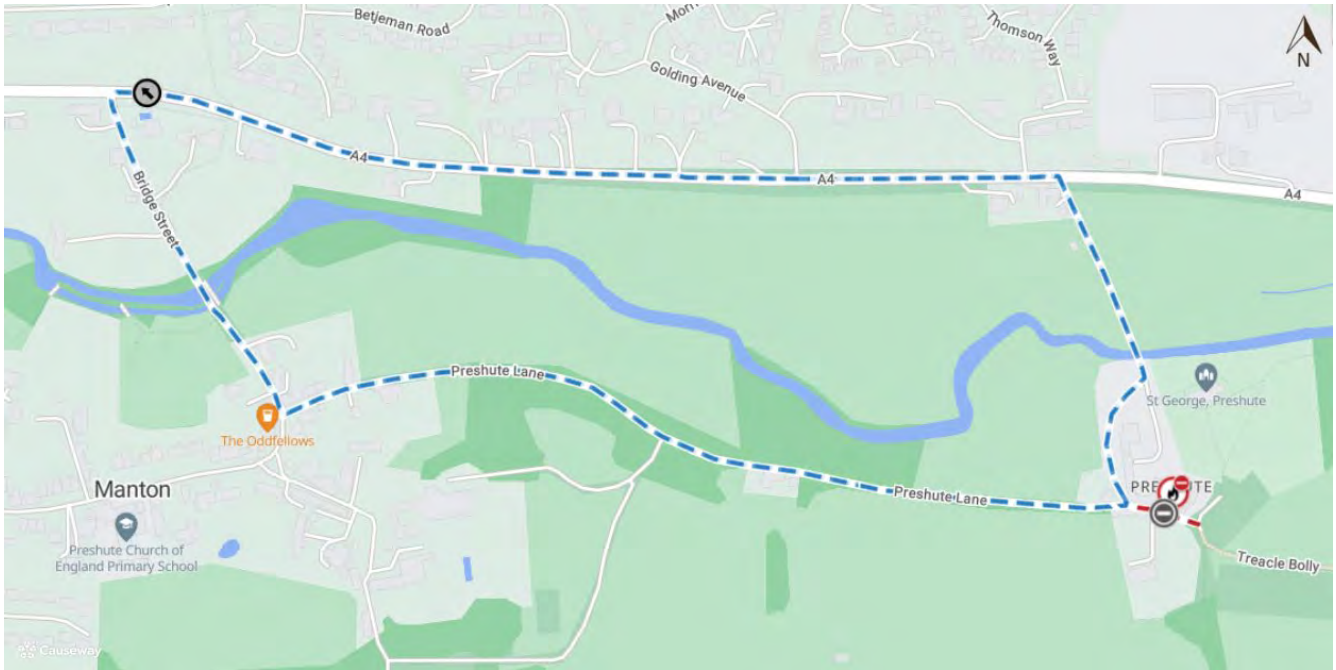
For further information please contact Openreach on 08000282229.

The closure can also be found on one.network here: <https://one.network/?tm=GB145049339>



b) TTRO 10760: Preshute Lane (part)

Preshute Lane (Part), Marlborough; from its junction with Treacle Bolly for a distance of approximately 56m in a westerly direction



To enable: Wales & West Utilities to carry out a disconnection of gas service.

Alternative route: via Preshute Lane (unaffected length) – Bridge Street – Bath Road and vice versa.

The closure and diversion route will be clearly indicated by traffic signs.

This Order will come into operation on **10 November 2025** and the closure will be required between the hours of **08:00 and 23:59 for 4 days**. It is anticipated that the works will take the stated duration to complete depending upon weather conditions. Access will be maintained for residents and businesses where possible, although delays are likely due to the nature of the works. The Order will have a maximum duration of 18 months.

For further information please contact Wales & West Utilities on 02920278989.

The closure can also be found on one.network here: <https://one.network/?tm=GB145006668>

PL 1a

APPLICATION FORM - TEMPORARY PAVEMENT LICENCE

Ref: (office use only)

Please complete this form and return it together with the necessary enclosures to:

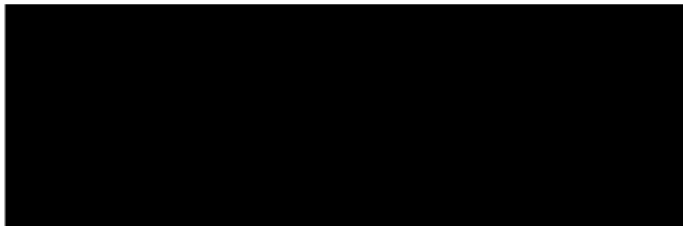
Email: streettrading@wiltshire.gov.uk

Name of Business	GAIL'S LTD	OFFICE USE ONLY																											
Address of Business	125 HIGH STREET MARLBOROUGH SN8 1LU																												
Local Contact Name*	[REDACTED]																												
Name of Food Premises Operator	GAIL'S																												
Contact Phone No	[REDACTED]																												
Email address	[REDACTED]																												
Company Name	[REDACTED]																												
Company Address	[REDACTED]																												
Company Phone No	[REDACTED]																												
Do you have an existing agreed seating area?	Yes /No If yes, please give details and agreed council dimensions of the existing seating area:																												
Pavement Licence Area (to include any extensions to existing areas)	Dimensions Width (Mtrs) <u>5.65</u> Depth (Mtrs) <u>2.275</u> Number of Chairs: <u>6</u> Number of Tables: <u>3</u> Other proposed furniture:																												
Proposed hours of Operation	<table border="1"> <thead> <tr> <th>DAY</th> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td>Mon</td> <td>0700</td> <td>1900</td> </tr> <tr> <td>Tue</td> <td>0700</td> <td>1900</td> </tr> <tr> <td>Wed</td> <td>0700</td> <td>1900</td> </tr> <tr> <td>Thur</td> <td>0700</td> <td>1900</td> </tr> <tr> <td>Fri</td> <td>0700</td> <td>1900</td> </tr> <tr> <td>Sat</td> <td>0700</td> <td>1900</td> </tr> <tr> <td>Sun</td> <td>0700</td> <td>1900</td> </tr> <tr> <td>Bank H</td> <td>0700</td> <td>1900</td> </tr> </tbody> </table>	DAY	From	To	Mon	0700	1900	Tue	0700	1900	Wed	0700	1900	Thur	0700	1900	Fri	0700	1900	Sat	0700	1900	Sun	0700	1900	Bank H	0700	1900	
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What type of food/drink do you propose selling?																													

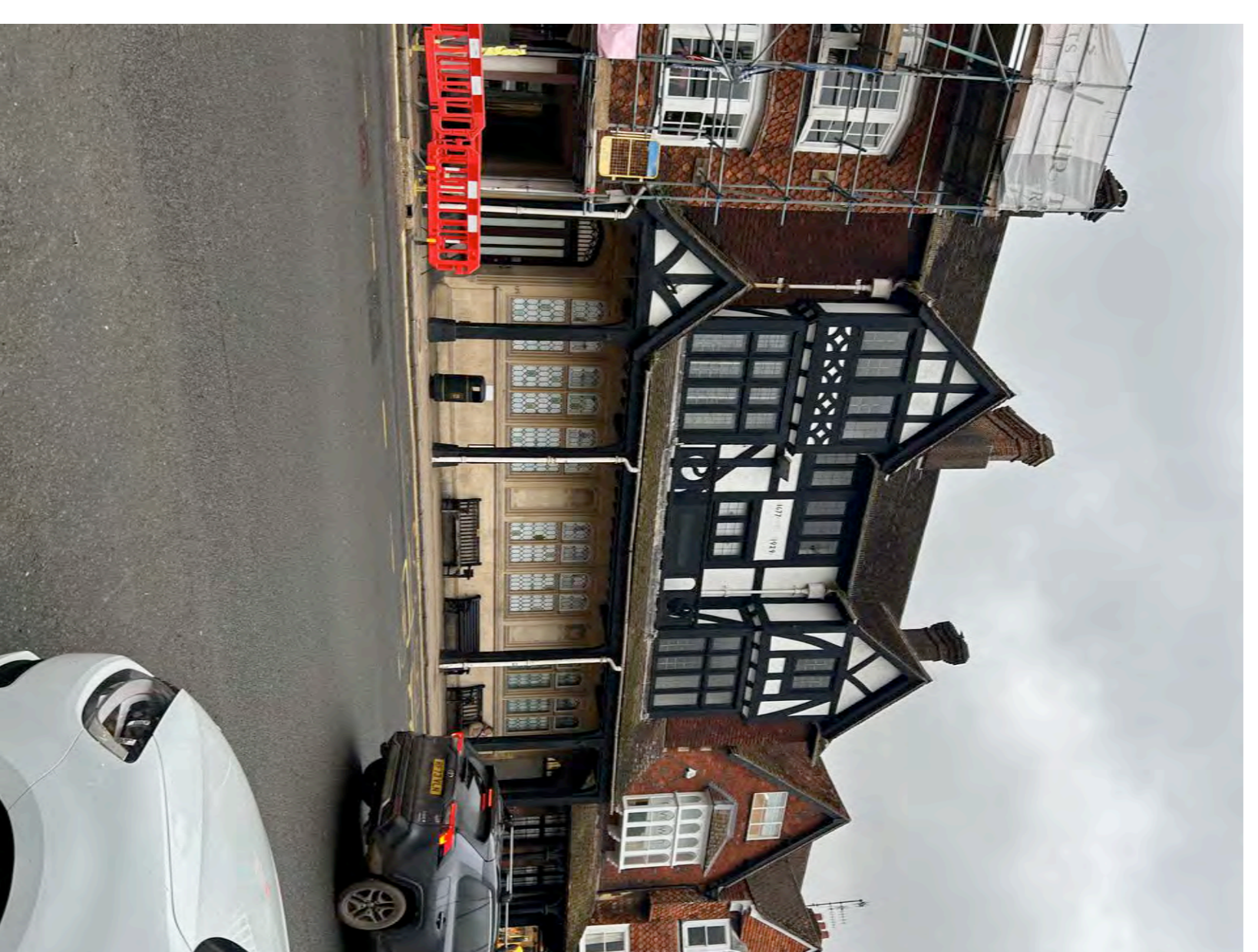
<p>Waiter service or Takeout?</p>	<p>TAKEOUT</p>	
<p>Alcohol Licence</p>	<p>Is the proposed pavement licence to be covered by a premises licence permitting the consumption of alcohol?</p> <p>NO</p>	
<p>Management</p>	<p>Please state how you intend to keep the area of the pavement licence and surrounding area clean and safe?</p> <p>BAKERY STAFF TO CLEAN TABLES / AREA AFTER CUSTOMERS LEAVE, AND AGAIN AT END OF DAY</p>	
<p>Insurance</p>	<p>You will require indemnity insurance to the amount of £5 million for this area covered by the pavement licence. Proof of such insurance must be seen by the council before issue of a licence.</p>	
<p>Layout</p>	<p>Please provide a detailed plan to scale showing the layout of the proposed area, including access points, buildings, boundary lines and kerbs or pavement limits. The positions of the tables and chairs should be marked along with any other furniture items.</p>	
<p>Proposed furniture</p>	<p>Please provide a description including colours and materials. Attach any photographs showing relevant detail etc. if available.</p>	
<p>Barrier materials</p>	<p>Please provide examples and relevant detail photographs etc.</p>	
<p>Land Status</p>	<p>Is the proposed area on the: Highway: Yes/ Council owned land: Yes/ Private: /No</p>	
<p>COVID 19</p>	<p>You must have completed a Covid Secure Risk assessment which details how the area will be managed.</p> <p>Applications will not be processed without a completed Covid Secure risk assessment which details the safety measures in place.</p>	

Submission checklist – please ensure you have completed all of the following

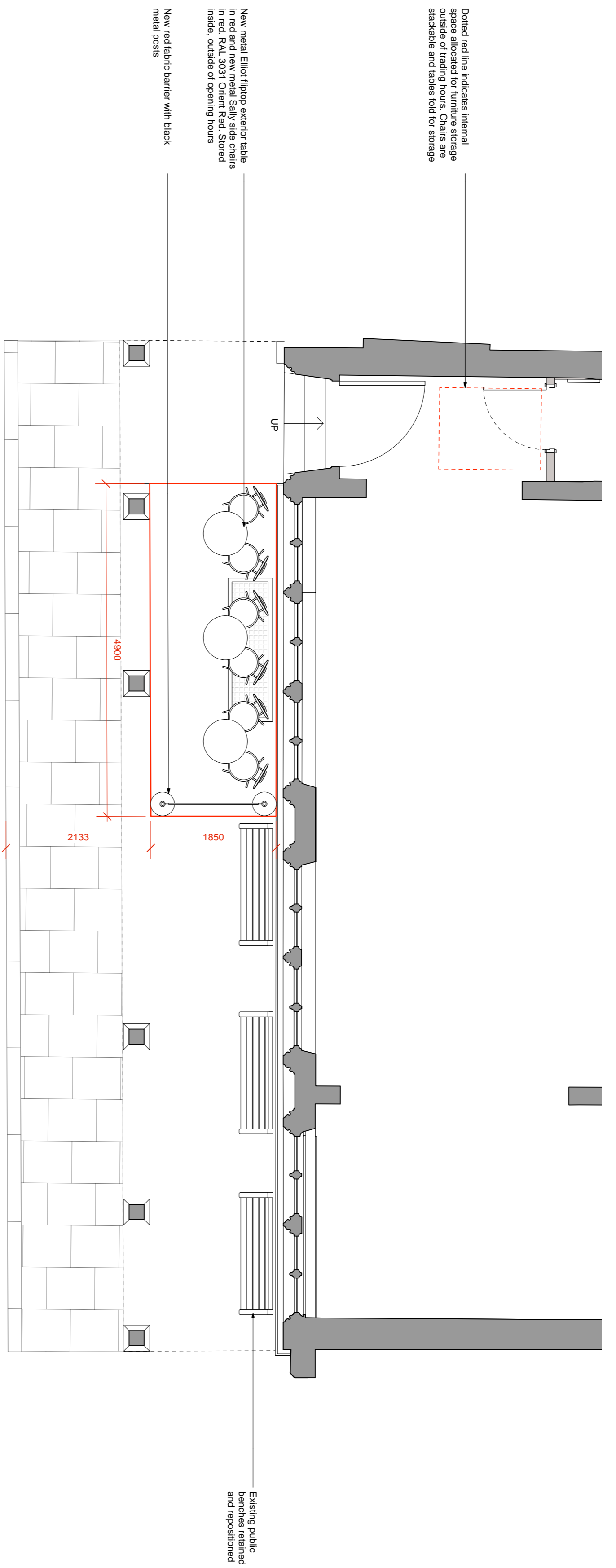
- Completed Application:
- Site plan (with dimensions):
- COVID Secure Risk Assessment:
- Valid copy - Public Liability Insurance Certificate:
- Any existing consent correspondence:



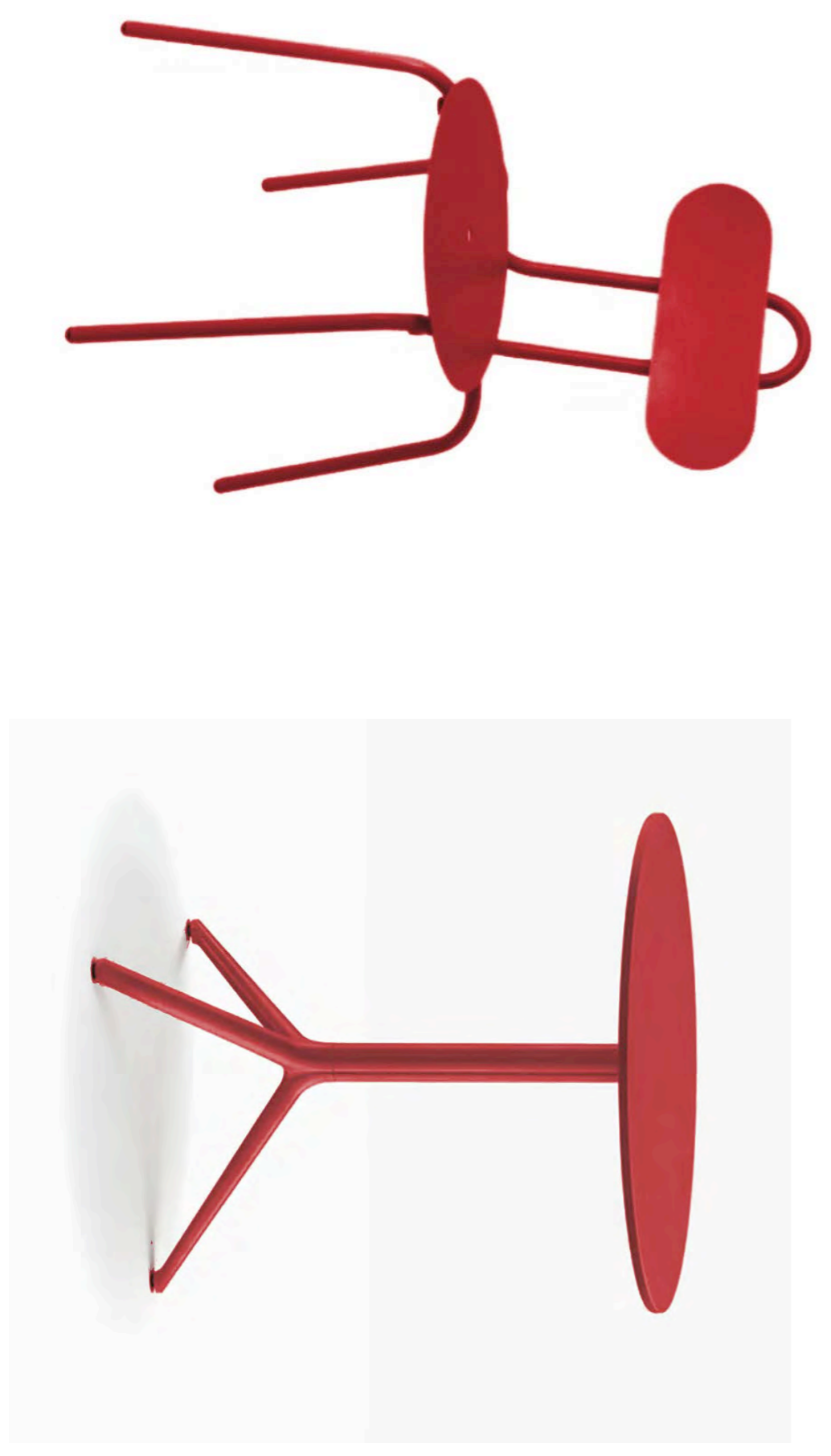
Date... 04/03/2025



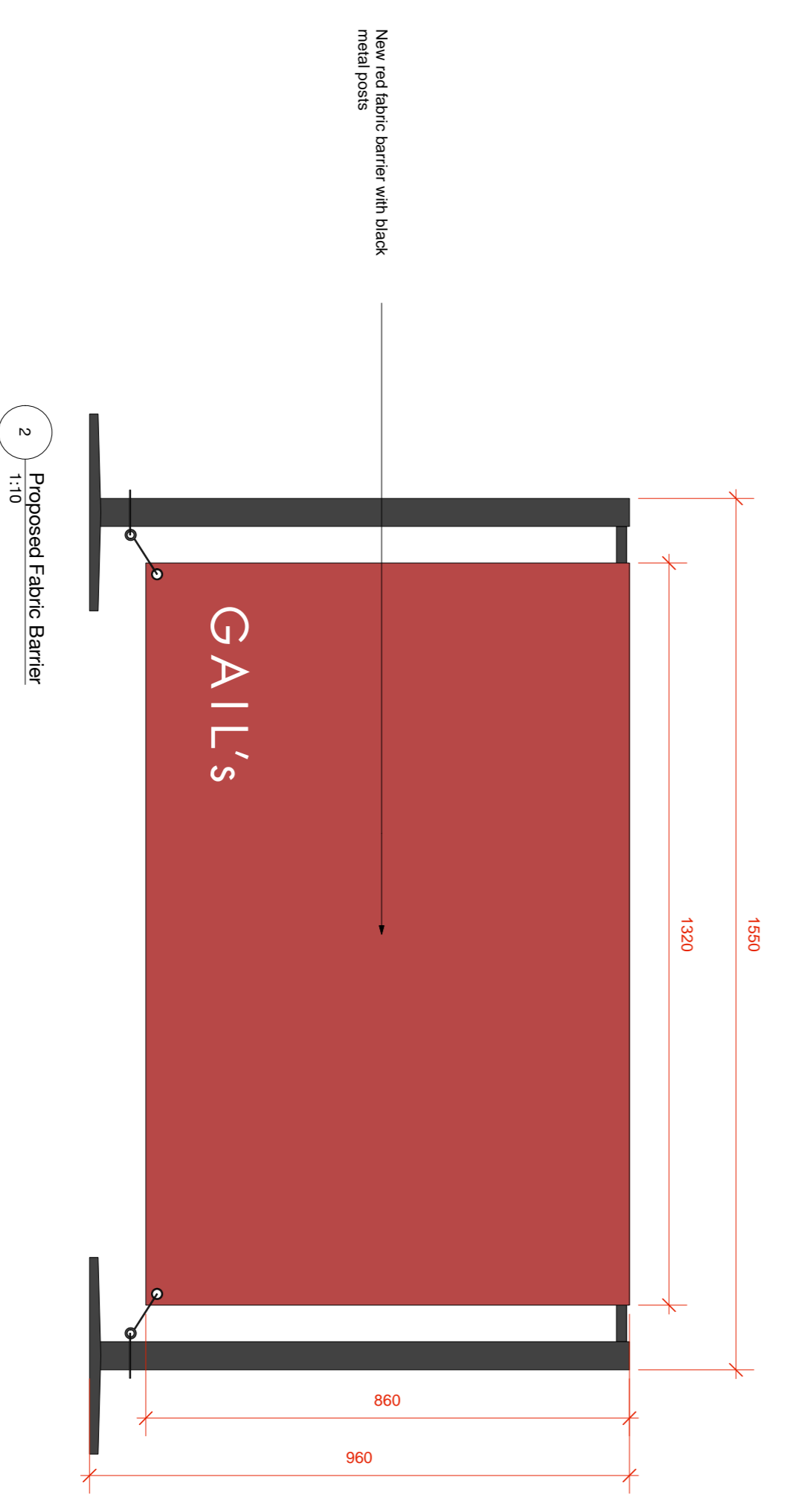
Existing shopfront photo



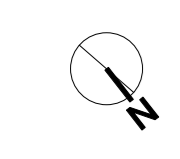
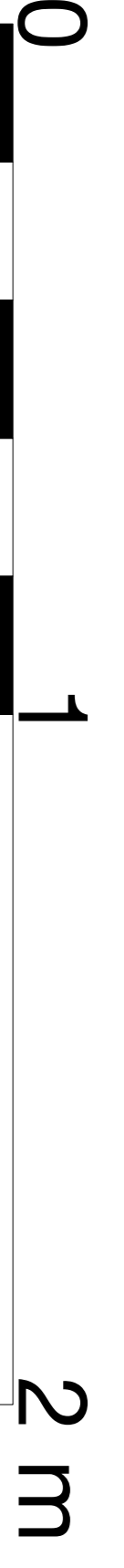
1 Proposed Exterior Furniture Plan
 1:30



Indicative loose furniture and planters



2 Proposed Fabric Barrier
 1:10



Highways Improvement Request Form

APPENDIX 2

Marlborough

28 AUG 2025

Town Council

Contact Details

Name:	MALCOLM WARD	Date:	27th AUGUST 2025
Address:	<h1>REDACTED</h1>		
Telephone No:			
Email Address:			

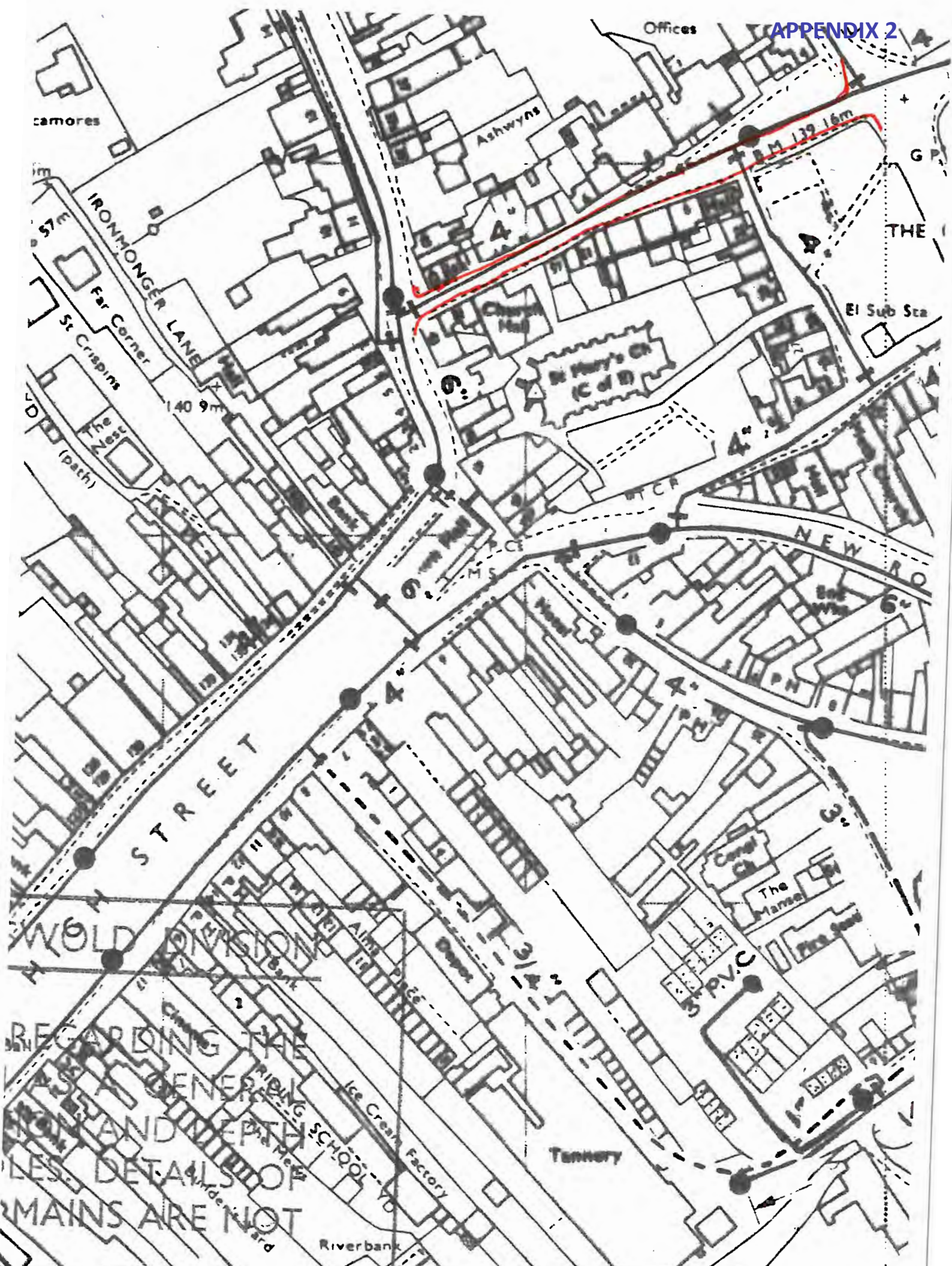
Issue Details

Location of Issue: (please add a location plan where possible)	SILVERLESS STREET MARLBOROUGH
Community Area:	Use drop down box MARLBOROUGH
Parish or Town Council:	MARLBOROUGH
Nature of Issue: (Max 600 characters)	<p>① CONSTANT TRAFFIC ENTERING PAST THE NO ENTRY SIGNAGE FROM THE GREEN</p> <p>② LARGE COMMERCIAL VEHICLES ENTERING, MAINLY FROM KINGSBURY STREET AS A SHORT CUT, OFTEN ASSOCIATED WITH HIGH STREET CLOSURES ENDANGERING THE FACADES AND STRUCTURE OF LISTED BUILDINGS. NUMEROUS CASES OF PHYSICAL DAMAGE.</p> <p>SEE ATTACHED - EMAIL AND PHOTOGRAPH</p>
How long has it been an issue?	EXTENSIVE NUMBER OF YEARS
What would you like done to resolve this issue? (Max 600 characters)	<p>- STOP COMMERCIAL LARGE VEHICLES ENTERING (AS A SHORT CUT)</p> <p>- ENHANCE THE GREEN JUNCTION LAYOUT TO STOP ILLEGAL ENTRY</p> <p>PROVIDE KERBSIDE PROTECTION (eg BOLLARDS) TO ALL LISTED BUILDINGS AT RISK OF PHYSICAL DAMAGE (SEE EMAILS - JANE DAVIES 14/8/25 + 16/8/25)</p>
Have you been in touch with your local Wiltshire Councillor? (Yes/No) <input checked="" type="checkbox"/>	Use drop down box

This form needs to be completed and e-mailed or sent to your local Town or Parish Council. Town and Parish contact details are available via the link below:

<https://cms.wiltshire.gov.uk/mgParishCouncilDetails.aspx>

Town or Parish Council Comments: (To be completed by Town or Parish Council only - Max 600 characters)



REGARDING THE
 AS TO GENERAL
 WIDTH AND DEPTH
 OF THE MAINS ARE NOT

From: Malcolm Ward EMAIL REDACTED
Subject: Silverless Street Traffic Chaos =15 the August 2025.

Date: 16 August 2025 at 09:50
To: jane.davies@wiltshire.gov.uk
Cc: kymee.cleasby@wiltshire.gov.uk



Dear Jane,

It is as if the script had already been written when considering my email of the 14th August 2025.

On Friday the pictures attached show the effect of diversions, road closures for the Mop fairs etc has upon the Listed Buildings in Silverless Street

No 1. The articulated lorry - this was so close to open windows a resident had to alarm the driver.

NO 2. The Waitrose delivery driver at logger heads with the articulated lorry.

No 3. A Breakdown Lorry tried to avoid the Herd Street delay turns past the NO ENTRY SIGN and then turns around when the blockage is seen (this behaviour is a regular issue and a pedestrian reported yesterday that he was nearly run down by this high speed action).

Smaller vehicles seriously thought about mounting the pavement outside my house to pass the articulated lorry and were discouraged to do so by the various neighbours now out to try to protect the buildings

This would have put the cellar vaults below and the jettying at risk at my house.



Silverless Street
 !5/8/25 pictures

I look forward to hearing from you.

Kind regards,

Malcolm

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Malcolm Ward

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From: Malcolm Ward
Subject: Silverless Street - Listed Building
 Damage.
Date: 14 August 2025 at 10:00
To: jane.davies@wiltshire.gov.uk
Cc: kymee.cleasby@wiltshire.gov.uk

Dear Jane,

I trust all is well with you.

I note with interest the Gazette and Herald front page article of last Thursday regarding damage to Listed Buildings by commercial vehicles. As you may remember I have corresponded on behalf of interested owners regarding Silverless Street traffic matters for the past two years.

My last update to you was on the 20th June 2025. The parking situation is still the same.

Referring to the newspaper article the buildings commented upon are not the only Listed Buildings to have been damaged by vehicles.

Number 3 lost its original projecting door canopy when parked cars restricted the narrow 4.7m width carriageway down such that the pavement was used by a commercial vehicle.
 The replacement canopy is now approximately only 600mm projection to hopefully avoid a reoccurrence.

I have a personal interest in the matter as my house number 15 has been hit numerous times leaving myself to pick up the damage and its financial implications.
 It is the only fully jettied first floor medieval dwelling in the street. The projection is 600mm leaving a mere 350mm to the shallow pavement kerb edge.
 My fear is that one day without protection a major element of the building could be lost caused by a commercial vehicle.

The real issue is that when traffic restrictions are created in the vicinity commercial vehicles risk damaging properties by entering the street. There are regular events e.g.

Mop Fairs and Christmas Light Fair.

Inadequate controls for vehicles at the top of Kingsbury Street enable them to travel down to the Silverless Street junction barriers leaving them no choice but to enter Silverless Street.
 On such events the street gets fully parked on the south side including the yellow double line element heavily restricting the carriageway.
 A simple improvement for consideration would be to restrict Kingsbury Street to residents only and block Silverless Street entry. No difference to such provision at the abutments in the High Street elsewhere.

In the past you have suggested the provision of bollards to inhibit parking and in turn to protect the heritage key buildings against damage.

Perhaps you would with your fellow Marlborough County Councillor transfer my observations to the LHFIG to examine how to improve the current continuing "at risk" to the Listed Buildings.

I look forward to hearing from you.

Kind regards,

Malcolm

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19/08/2025



Élan Cité

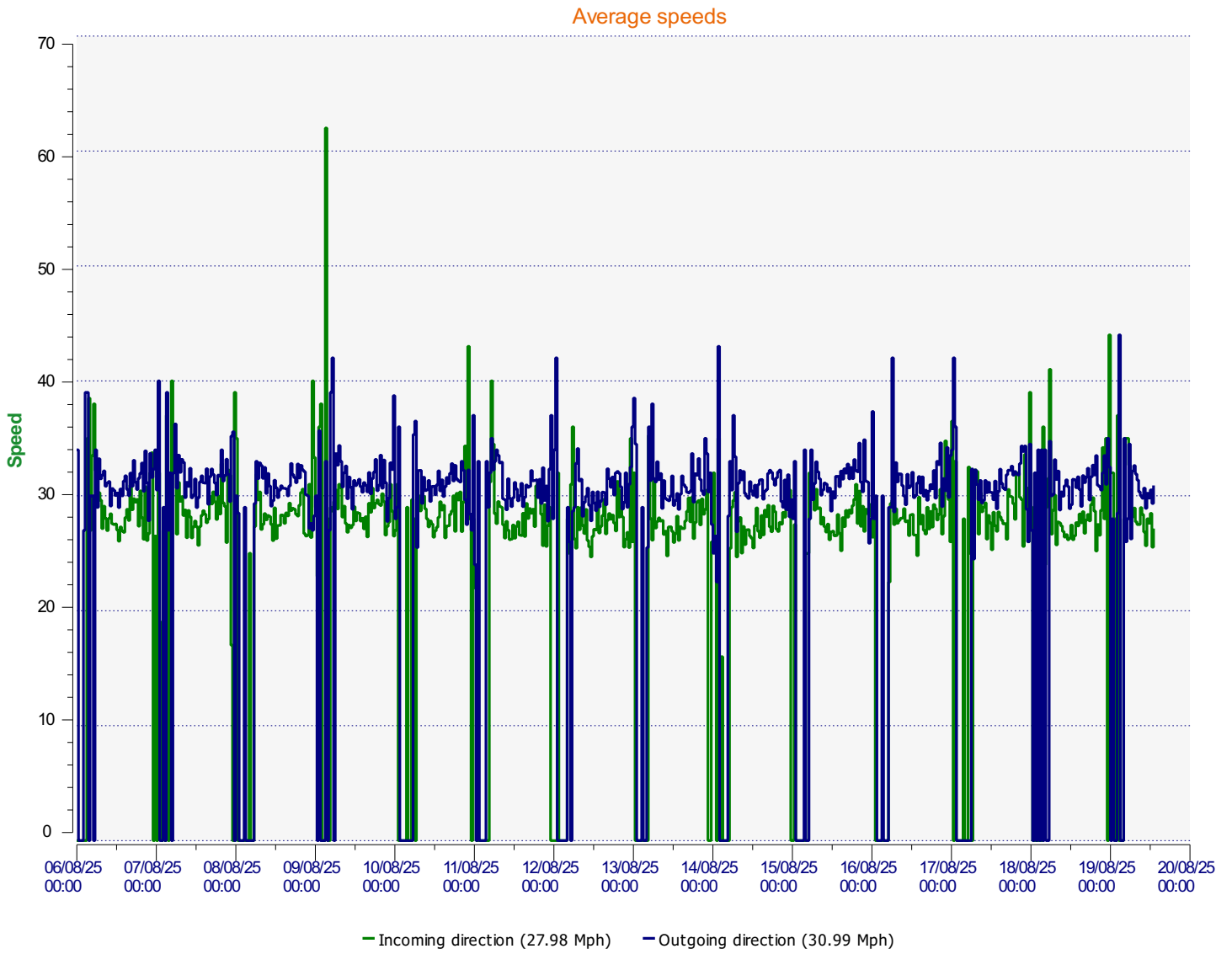
DÉTECTER • INFORMER • SÉCURISER



Start date: Wednesday, August 6, 2025 12:00 AM
End date: Tuesday, August 19, 2025 1:30 PM

Location: Poulton Hill - 30mph

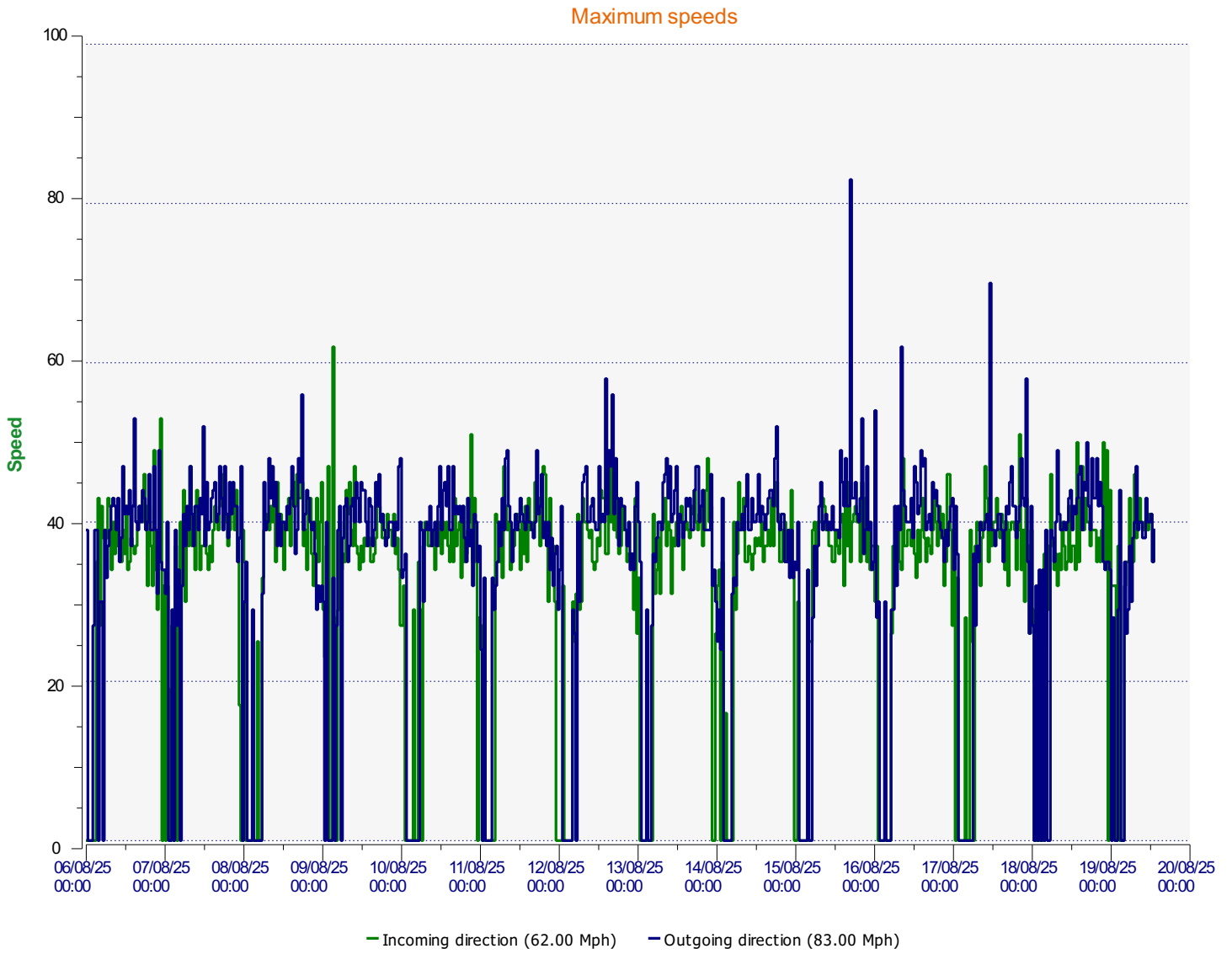
Comments:



Start date: Wednesday, August 6, 2025 12:00 AM
End date: Tuesday, August 19, 2025 1:30 PM

Location:

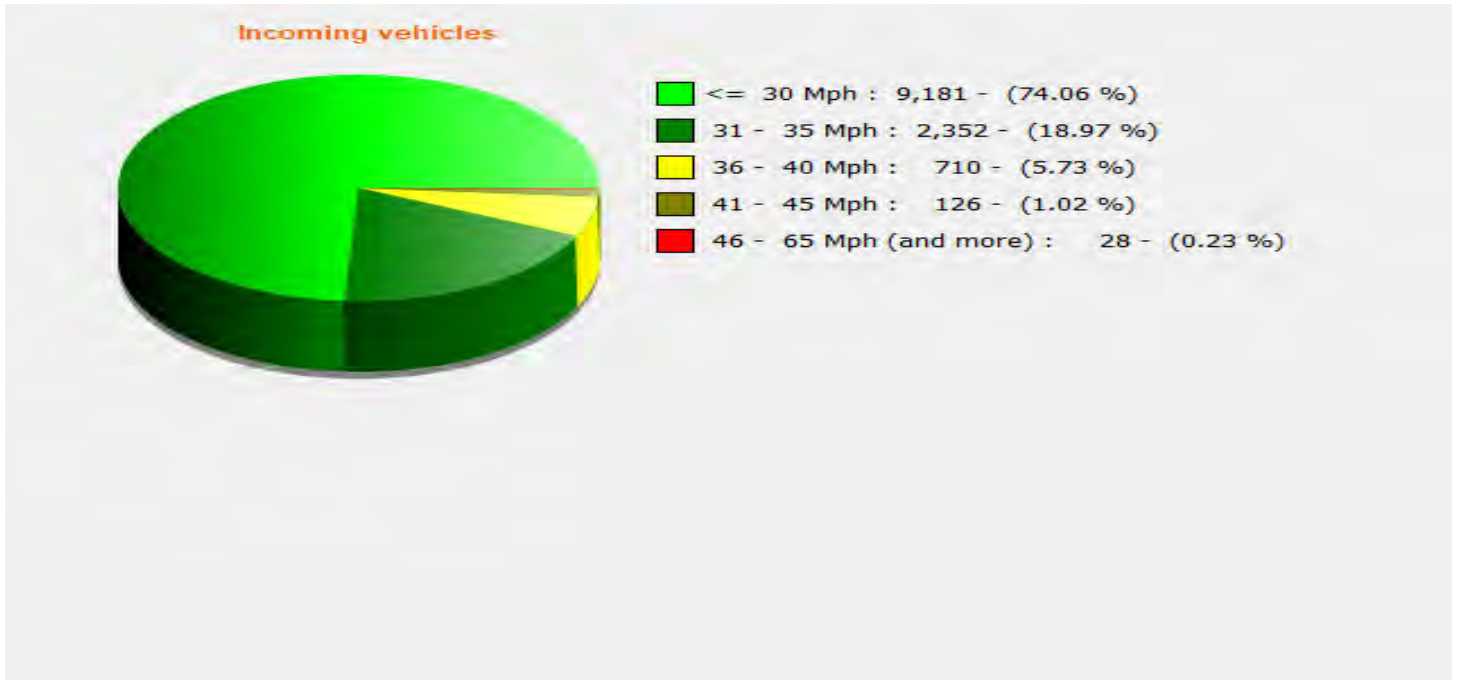
Comments:



Start date: Wednesday, August 6, 2025 12:00 AM
End date: Tuesday, August 19, 2025 1:30 PM

Location:

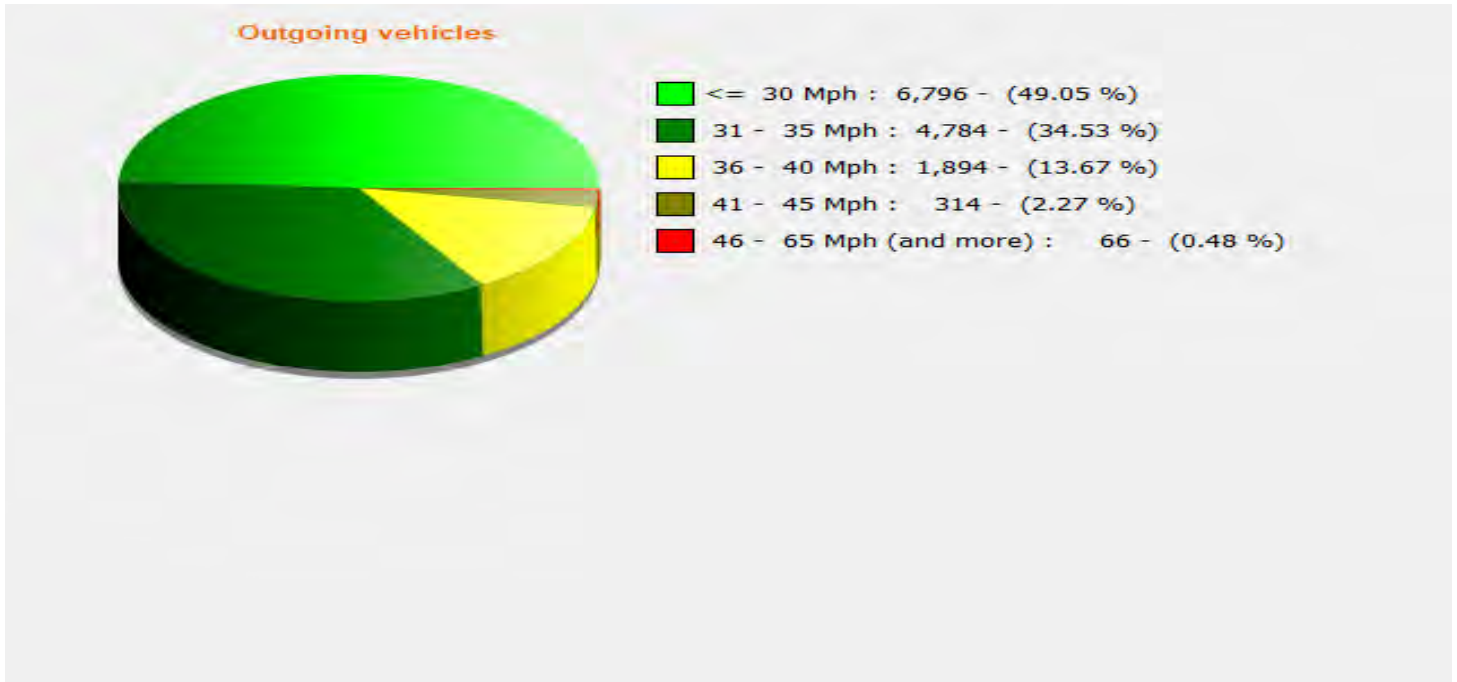
Comments:



Start date: Wednesday, August 6, 2025 12:00 AM
End date: Tuesday, August 19, 2025 1:30 PM

Location:

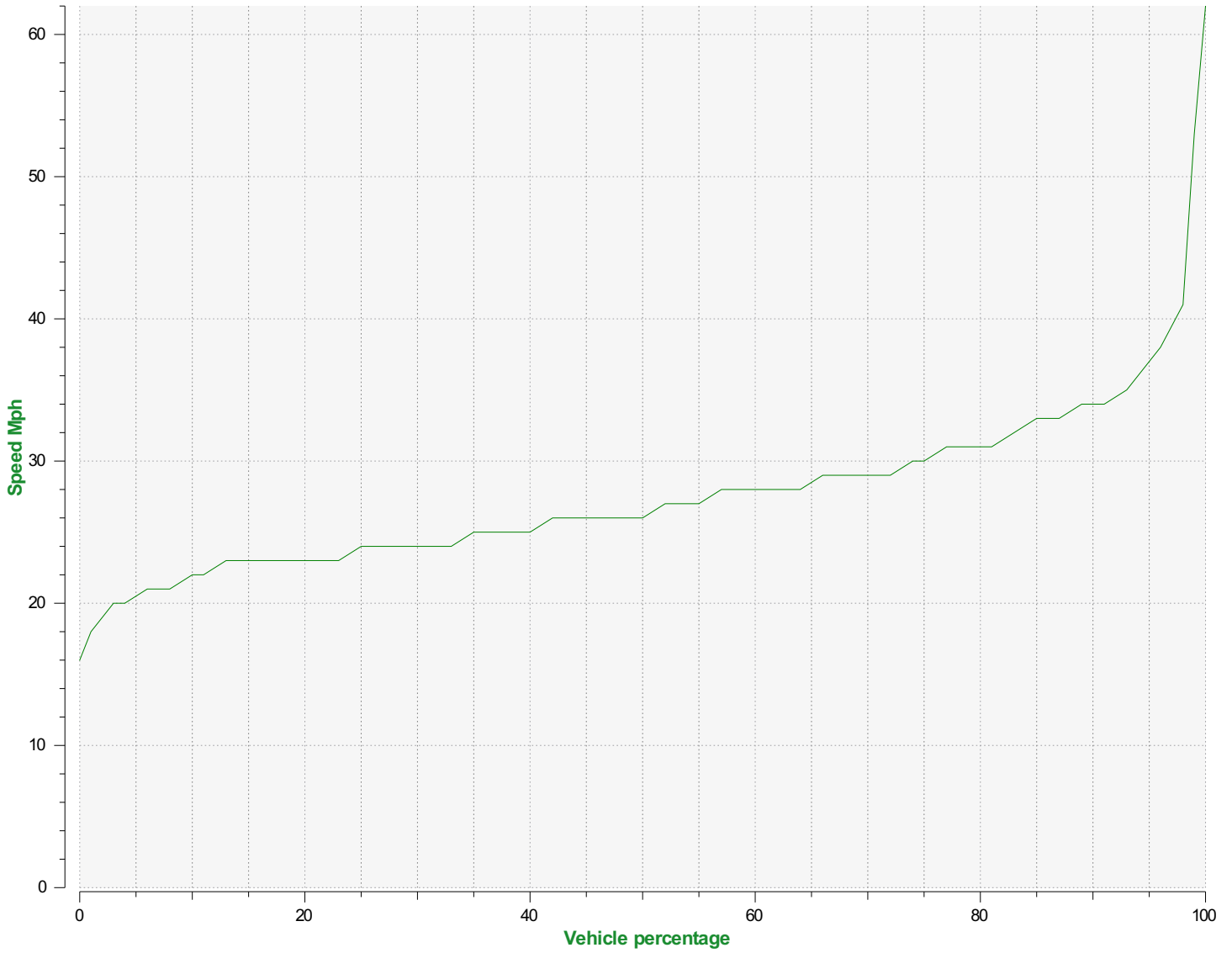
Comments:



Start date: Wednesday, August 6, 2025 12:00 AM
End date: Tuesday, August 19, 2025 1:30 PM

Location:

Comments:



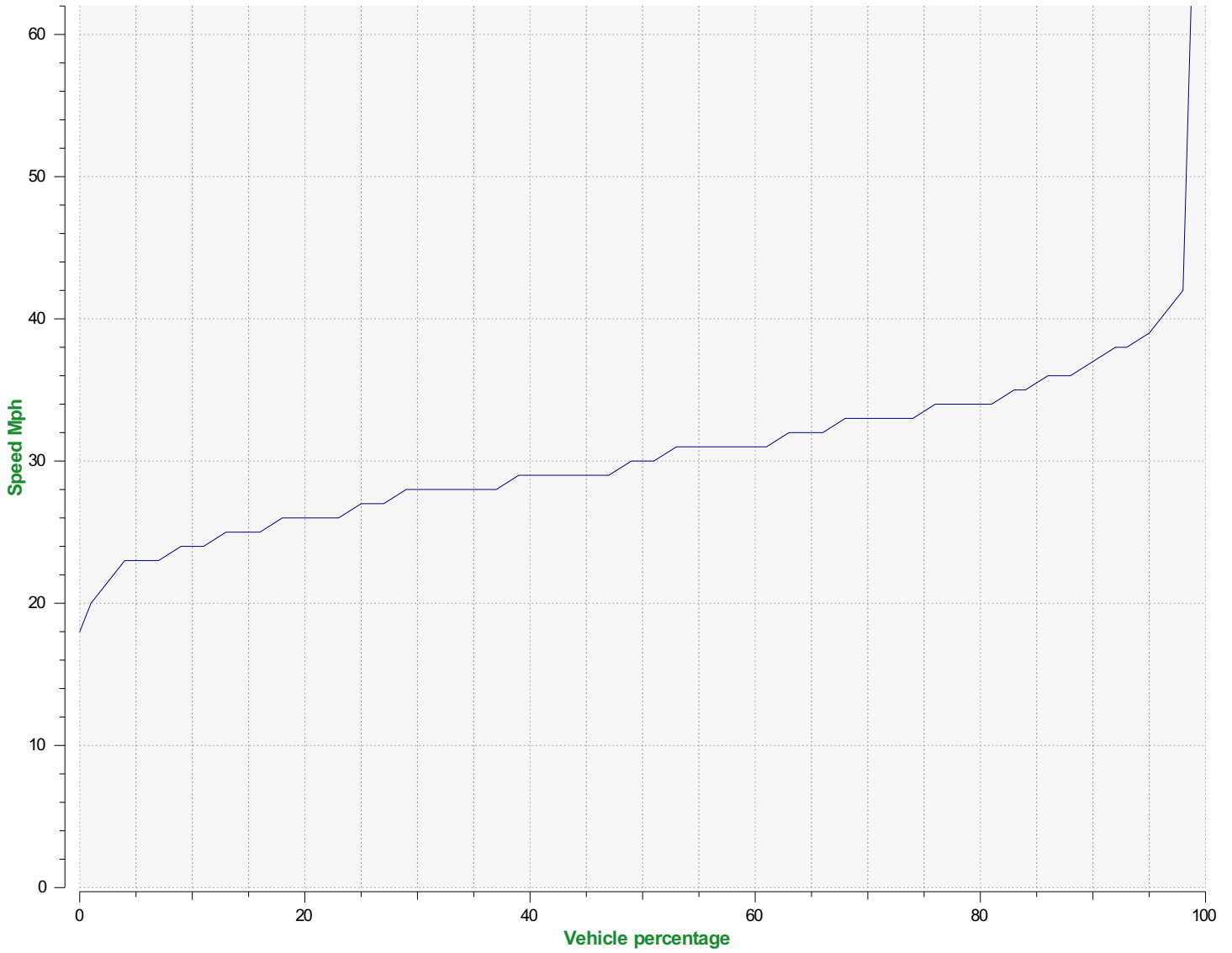
Speed percentiles (incoming)

V30: 24.00Mph **V50:** 26.00Mph **V85:** 33.00Mph

Start date: Wednesday, August 6, 2025 12:00 AM
End date: Tuesday, August 19, 2025 1:30 PM

Location:

Comments:



Speed percentile(outgoing)

V30: 28.00Mph **V50:** 30.00Mph **V85:** 35.00Mph

Start date: Wednesday, August 6, 2025 12:00 AM
End date: Tuesday, August 19, 2025 1:30 PM

Location:

Comments:

08/09/2025



Élan Cité

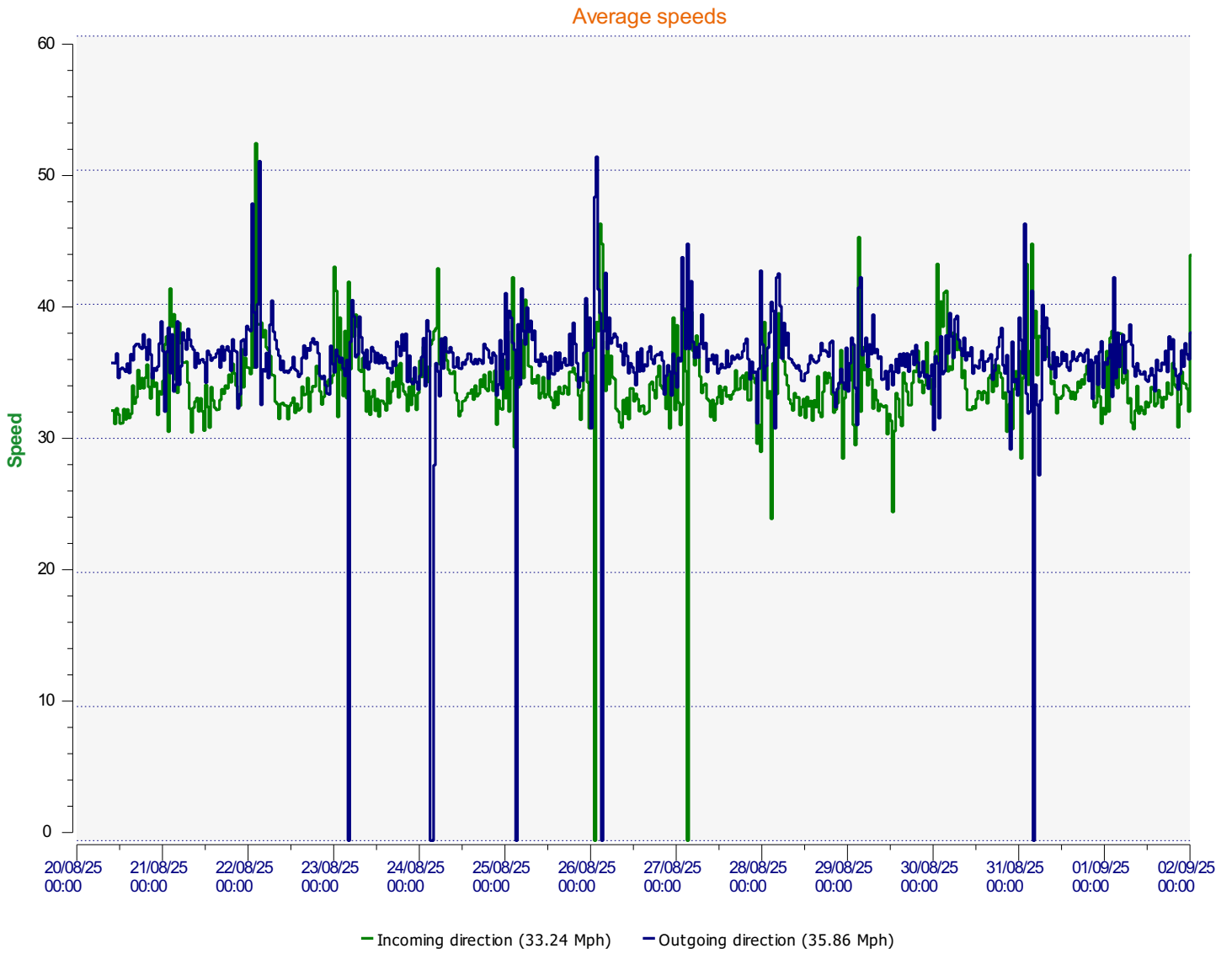
DÉTECTER • INFORMER • SÉCURISER



Start date: Wednesday, August 20, 2025 10:00 AM
End date: Tuesday, September 2, 2025 9:00 AM

Location: Bath Road (junction with Golding Ave) 40mph

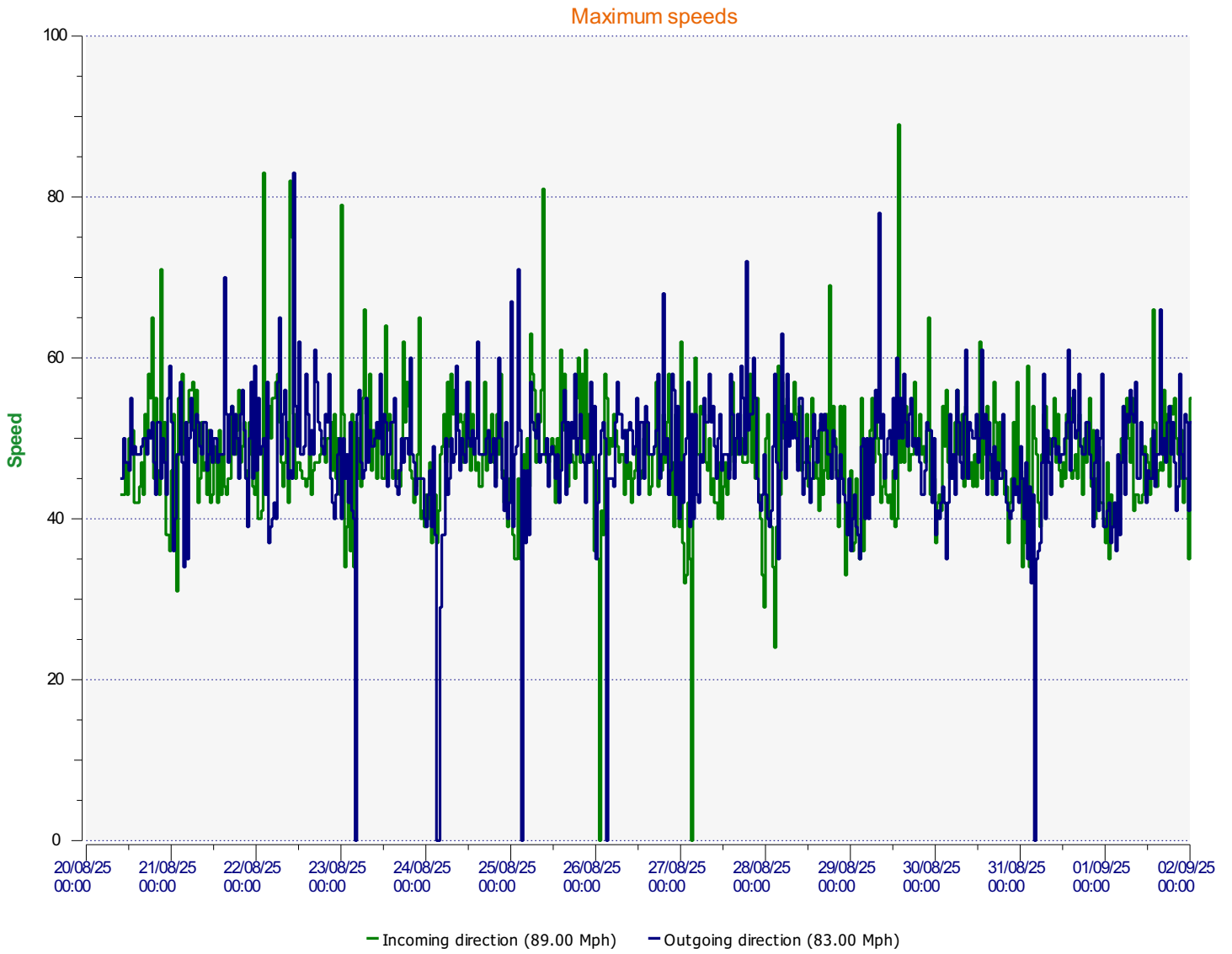
Comments:



Start date: Wednesday, August 20, 2025 10:00 AM
End date: Tuesday, September 2, 2025 9:00 AM

Location:

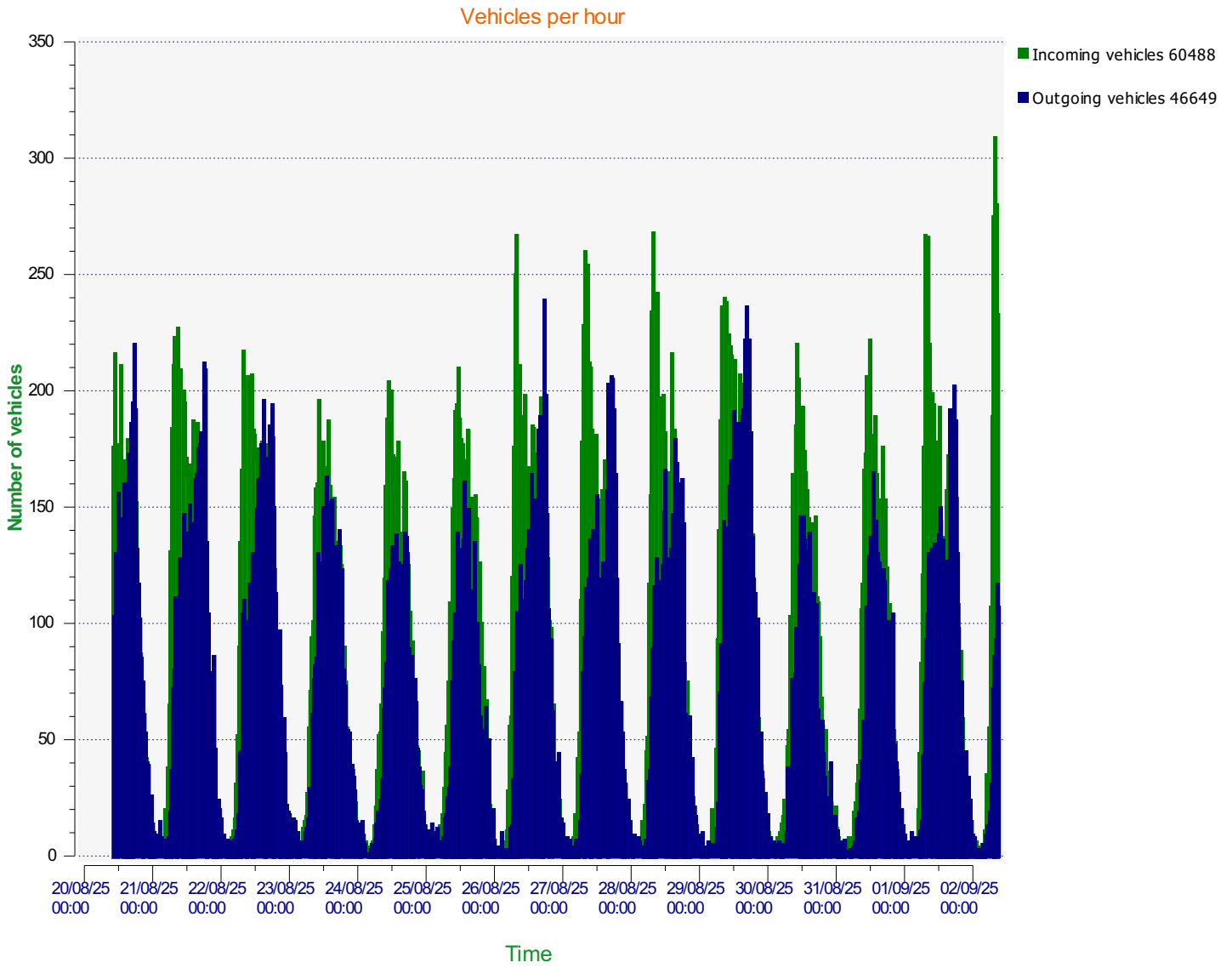
Comments:



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Location:

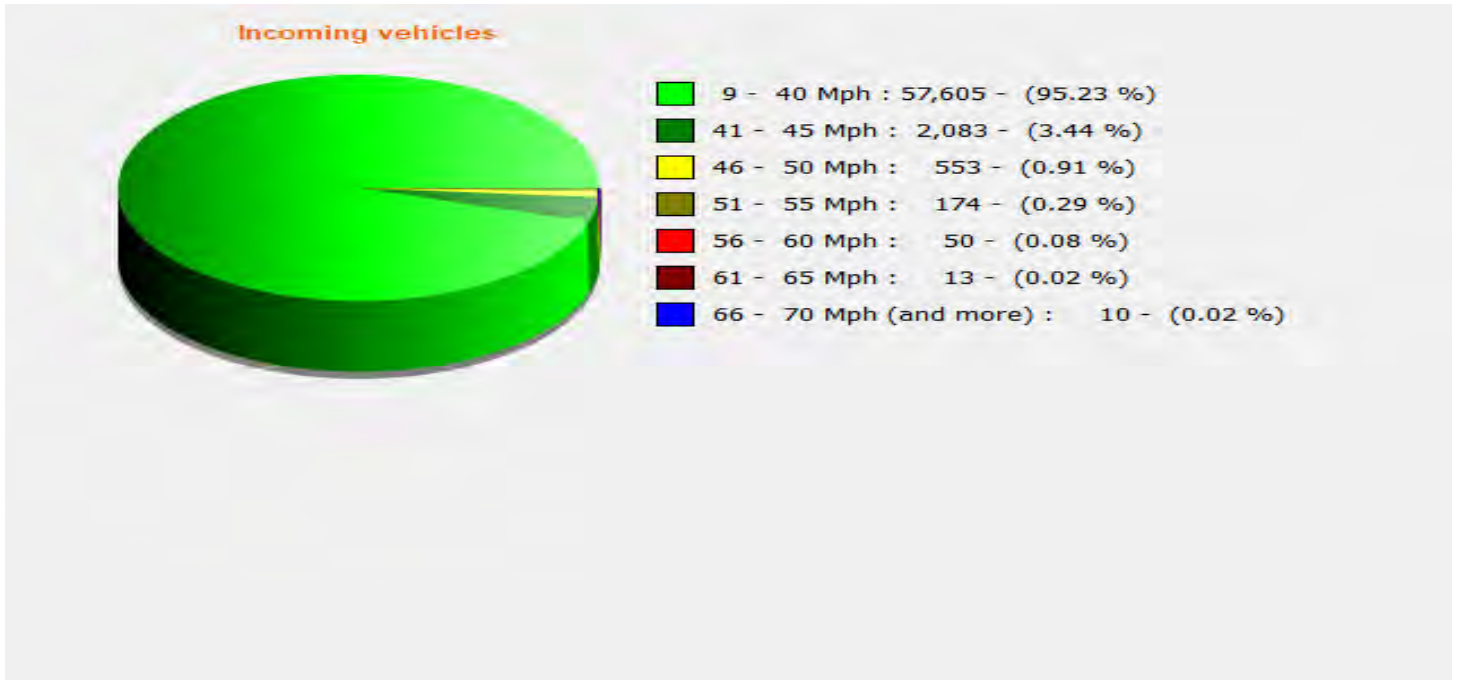
Comments:



Start date: Wednesday, August 20, 2025 10:00 AM
End date: Tuesday, September 2, 2025 9:00 AM

Location:

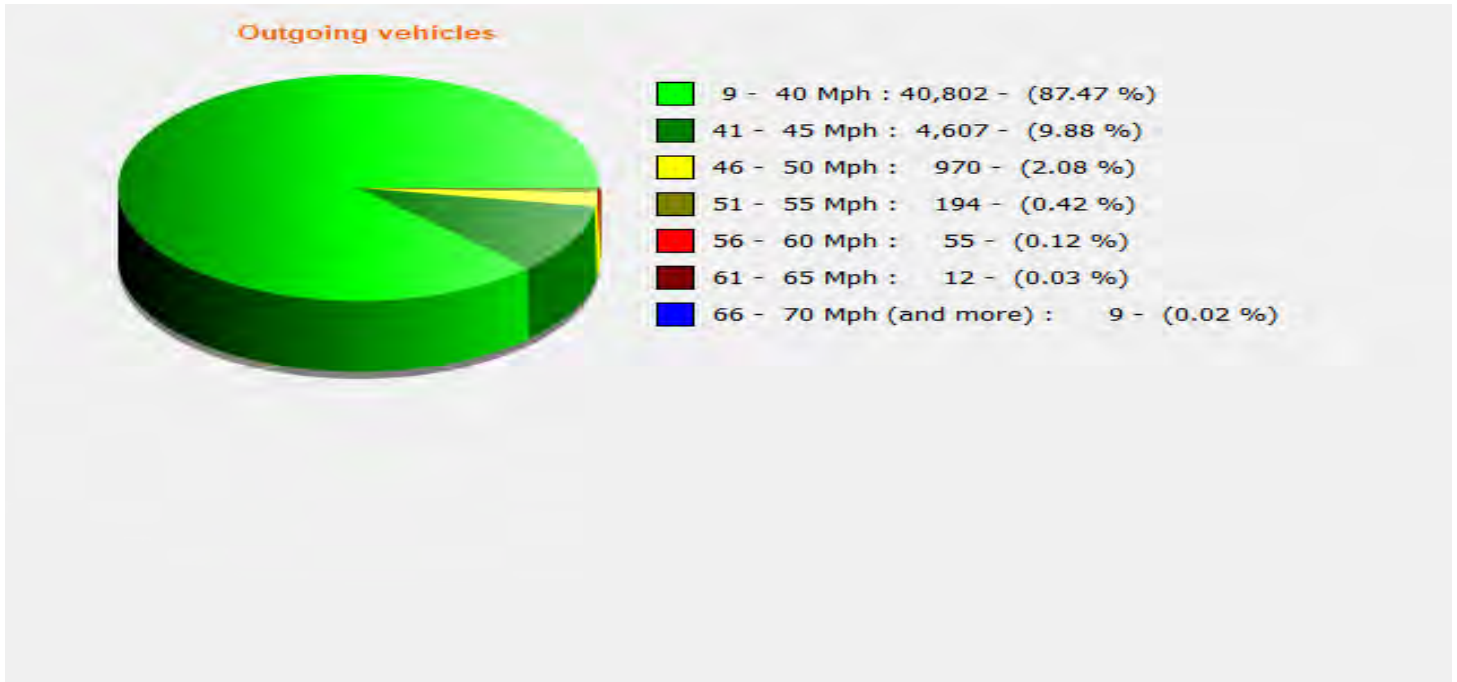
Comments:



Start date: Wednesday, August 20, 2025 10:00 AM
End date: Tuesday, September 2, 2025 9:00 AM

Location:

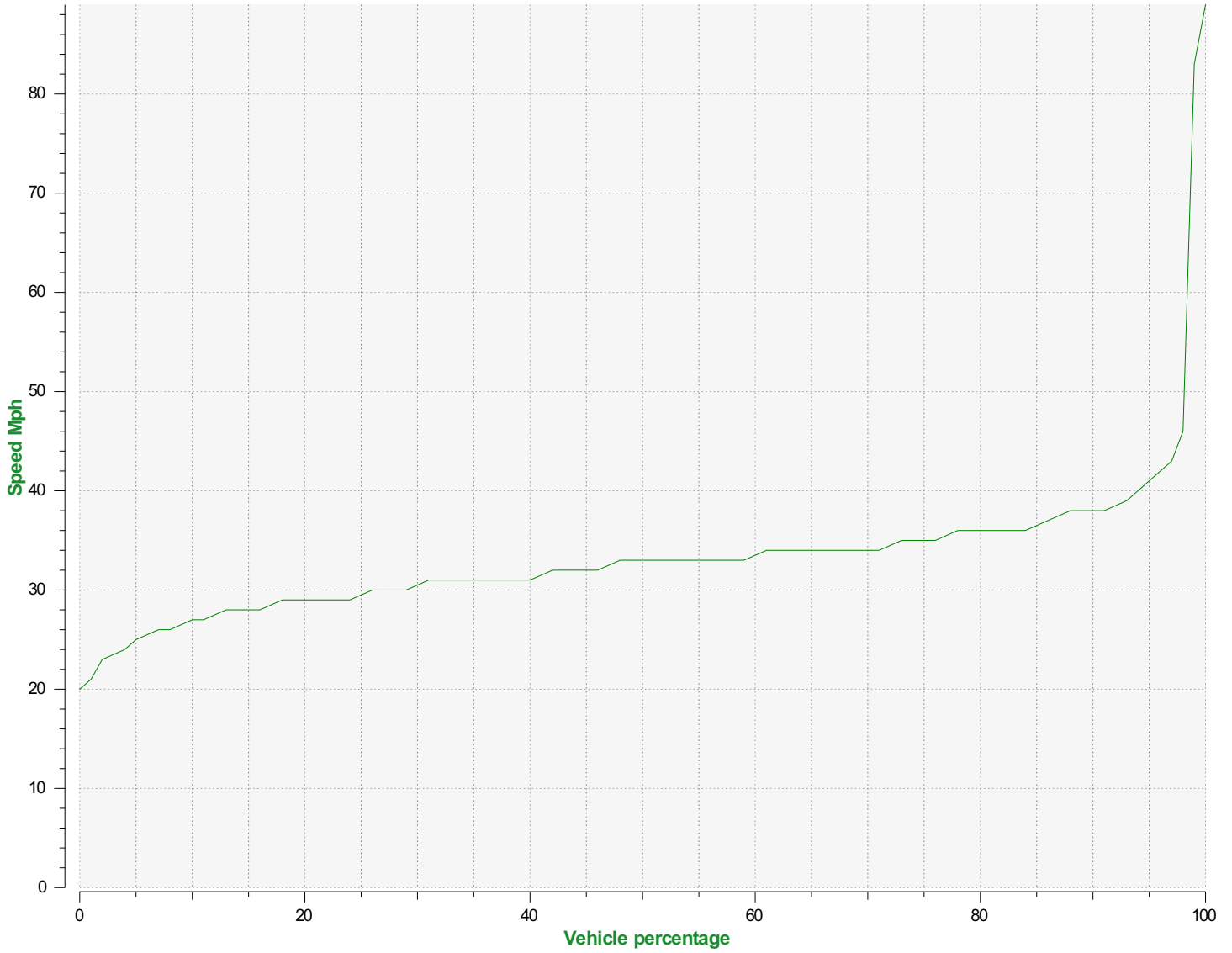
Comments:



Start date: Wednesday, August 20, 2025 10:00 AM
End date: Tuesday, September 2, 2025 9:00 AM

Location:

Comments:



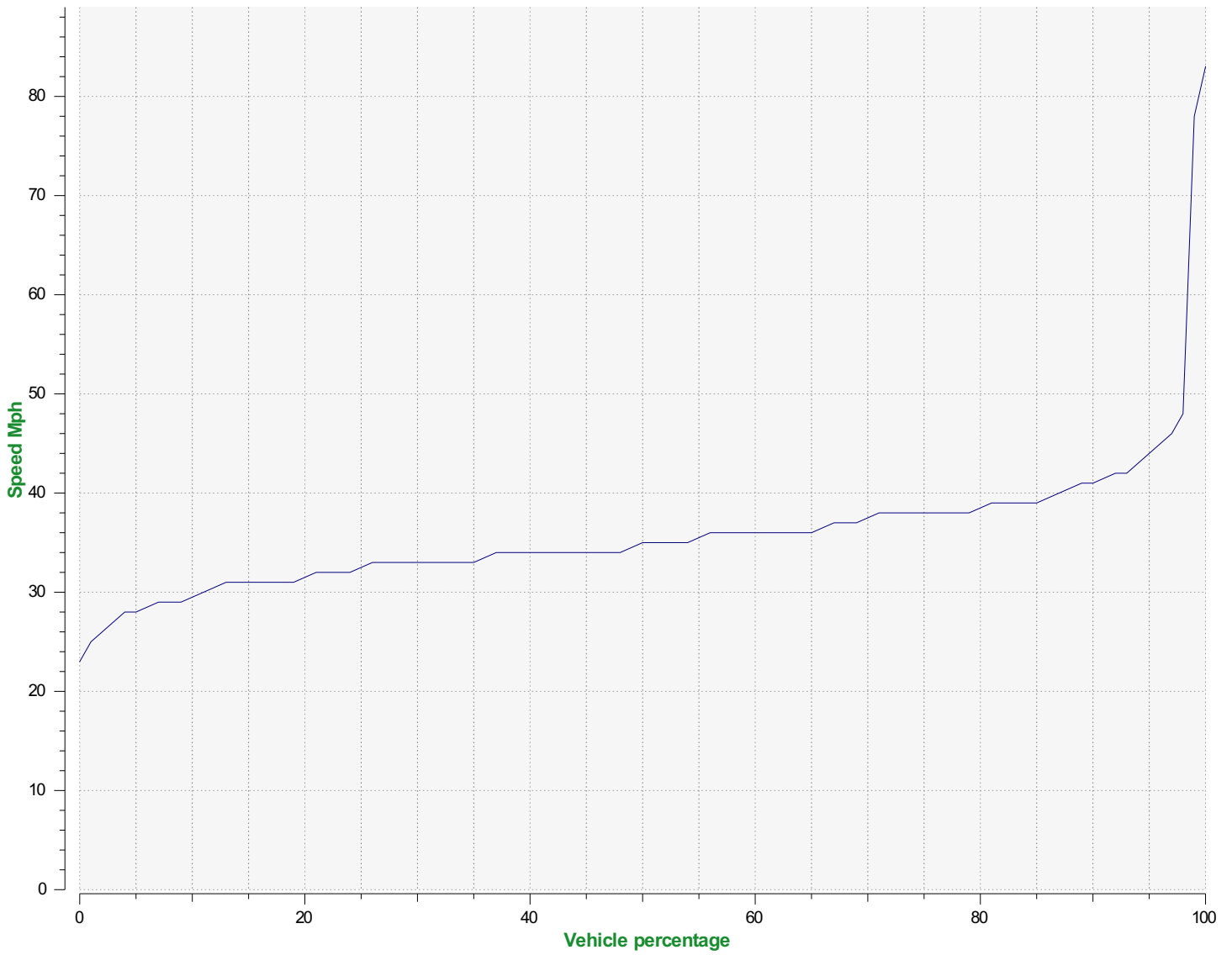
Speed percentiles (incoming)

V30: 30.00Mph **V50:** 33.00Mph **V85:** 36.00Mph

Start date: Wednesday, August 20, 2025 10:00 AM
End date: Tuesday, September 2, 2025 9:00 AM

Location:

Comments:



Speed percentile(outgoing)

V30: 33.00Mph **V50:** 35.00Mph **V85:** 39.00Mph

Start date: Wednesday, August 20, 2025 10:00 AM
End date: Tuesday, September 2, 2025 9:00 AM

Location:

Comments: