

## MALMESBURY TOWN COUNCIL

Town Hall  
Cross Hayes  
Malmesbury  
Wiltshire SN16 9BZ

You are requested to attend a Meeting of the Planning & Environmental Issues Committee to be held on TUESDAY 19 APRIL 2011 in the Town Hall, Malmesbury commencing at 7 pm.

Phil Rice  
Deputy Town Clerk  
13 April 2011

---

### To all members of the Planning & Environmental Issues Committee

Councillors: W G Blake, A Carnegie, Mrs R Miles, J E F Poole, R F Sanderson, M H Snell, A Stamp, C M Vernon

**Copies for information to** the Mayor - Cllr P J Goldstone, The Deputy Mayor Councillor – S Cox, Wiltshire Councillor for Malmesbury - Councillor S Killane

### A G E N D A

1. Public Question Time – any person may ask a question contained within this agenda for a period not exceeding three minutes.
2. Apologies for Absence.
3. To confirm the Minutes of the Meeting held on 29 March 2011.
4. Progress action points from previous meetings.
5. To receive any Declarations of Interest in accordance with the Local Councils (Model Code of Conduct) order 2007.
6. Planning Issues – To consider the following:
  - a. Planning applications received since previous meeting - list attached.
  - b. Unresolved planning issues.
7. To consider Environmental issues including latest progress on the Speedwatch initiative.
8. To consider Report Number 1 attached on the implementation of a Community Plan for Malmesbury..
9. .Information from the Clerk plus exchange of information and correspondence.

<b>MEETING 19 APRIL 2011</b>			
<b>APPLICATIONS</b>			
<b>NUMBERS-WC-N PROPOSAL</b>	11/01087/LBC	<b>MTC</b>	62
<b>LOCATION</b>	Repair and adaptation of existing detached barn to rear of Mayfield House for use as garden room		
<b>APPLICANT</b>	Mayfield House, 14 Silver Street		
<b>DECISION</b>	Mrs J Bowen		
<b>NUMBERS-WC-N PROPOSAL</b>	11/01088/FUL	<b>MTC</b>	63
<b>LOCATION</b>	Repair and adaptation of existing detached barn to rear of Mayfield House for use as garden room		
<b>APPLICANT</b>	Mayfield House, 14 Silver Street		
<b>DECISION</b>	Mrs J Bowen		
<b>NUMBERS-WC-N PROPOSAL</b>	11/01159/TCA	<b>MTC</b>	64
<b>LOCATION</b>	Crown reduction by conifer by 15%		
<b>APPLICANT</b>	27 Bristol Street		
<b>DECISION</b>	B Reed		
<b>NUMBERS-WC-N PROPOSAL</b>	11/01217/FUL	<b>MTC</b>	65
<b>LOCATION</b>	Change of use on ground floor to revert to residential from commercial		
<b>APPLICANT</b>	56 High Street		
<b>DECISION</b>	Mr Nicholls		
<b>NUMBERS-WC-N PROPOSAL</b>	11/01209/FUL	<b>MTC</b>	66
<b>LOCATION</b>	Alterations to shop front		
<b>APPLICANT</b>	8 Market Cross		
<b>DECISION</b>	The Whole Hog		

## **Report No 1 With Attachment for Meeting dated 19 April 2011**

### **A NEIGHBOURHOOD PLAN FOR MALMESBYRY: STARTING THE PROCESS**

To: The Planning & Environmental Issues Committee (P&E)

#### 1. Purpose of Report

To invite committee attention to the pressing need for a working party to be set up to oversee and develop a Malmesbury Neighbourhood Plan.

#### 2. Background

The Localism Bill due to become law towards the end of 2011 will encourage parishes to get involved in strategic planning for the future development of their locality. Wiltshire Council has already responded to this by holding briefings across the county including the recent one in Malmesbury on March 22nd.

Led by the Mayor a local informal group with the name of the Malmesbury Development Forum (MDF) was convened to provide a forum for parishioners to meet to debate their concerns about Gleeson proposals for 200 houses, and other rumoured developments. Also the local Residents Association (represented on the MDF), and individual community members have been pressing for early action to seize the opportunity offered by the Localism Bill to oppose known development proposals.

Much work is needed to gather all the essential data for the drafting of a robust Neighbourhood Plan which has to be consistent with the Wiltshire Council Core Strategy. Also because this plan has to be put to the Neighbourhood community for approval before it can be accepted by the Wiltshire Council it is absolutely essential that we seek the involvement and assistance of interested members from the community.

Currently the Bill requires Town and Parish Councils to take the lead in the development of Neighbourhood Plans which therefore requires that Malmesbury Town Council respond accordingly.

#### 3. Proposal(s)

The **early formation** of a special Working Party tasked with determining which parishes should comprise the Malmesbury Neighbourhood, overseeing and directing the gathering of data, the drafting of a Neighbourhood Plan for Malmesbury, **and making recommendations accordingly to the P&E Committee.**

#### 4. Financial Implications

Expenditure will be necessary to cover the costs of website advertising, newsletters, administration, printing of minutes of meetings, questionnaires, town hall hire costs for working group and public meetings, and also to secure the advice of professional experts as and when deemed to be essential. Provision for this has already been made in the Town Hall budget for FY 2011/12 as £2000 for Strategic Planning.

#### 5. Risks

There are no financial risks other than that of exceeding the budget set aside to support this activity, which it may well be possible to cover by obtaining a grant to support this activity.

There is however a risk to the credibility of the Town Council in that should we delay accepting our responsibilities in this matter we shall be severely criticised by our community for not reacting proactively to this challenge.

6. Recommendation(s)

That the P&E Committee approve the early setting up of the proposed working party for which a draft Terms of Reference are attached.

Drafted by: Cll'r W. Blake dated 4 April 2011

Attachment to Report No 1

Working Group Terms of Reference

### **TITLE OF WORKING GROUP.**

1. To be known as the Malmesbury Neighbourhood Working Party (MNWP) to distinguish it from the Malmesbury Development Forum (MDF) which may still continue in existence.

### **CHAIR PERSON**

2. To be elected from attendees at the first meeting.

### **SECRETARY**

3. To be elected from attendees at the first meeting. (In the unlikely event that this post cannot be filled by a volunteer the group is to advertise it as a paid position with an honorarium.)

### **RECORDS OF PROCEEDINGS**

4. Minutes are to be produced within seven working days after each meeting. Subject to the agreement of the chair person they are then to be sent to:

- a. The Town Clerk - for copying & dissemination within the Town Council.
- b. Attendees - who will be responsible circulating them within the organisation they represent.
- c. Malmesbury Library - one copy for the general public to view on request.

An electronic copy also to be placed on the Town Council Website, and any other website with the agreement of the working group.

### **MEMBERSHIP**

5. One nominee to be invited from:

- a. Malmesbury Town Council
  - b. Each local voluntary organisation.
  - c. Churches Together.
  - d. Malmesbury Chamber of Commerce
  - d. Malmesbury Primary Care Trust
  - e. Malmesbury Library.
  - f. Malmesbury & Villages Community Area Partnership.
- Plus our Wiltshire Councillor for Malmesbury (who will not act as the chair person)

6. Co option may be used to obtain specific information which does not require full term membership.

7. In the event that a representative is unable to attend a meeting they are strongly encouraged to find someone to take their place.

## **SPECIFIC TASKS**

8. The development of a first draft Neighbourhood Plan on behalf of and for the Town Council Planning & Environmental Issues Committee. This will require

- a. identifying and collecting essential data.
- b. storing it in hard copy and electronically so that it can be accessed by anyone wishing to read it and to offer comment.
- c. the identification of a suitable template for the Plan and completing it accordingly.
- d. seeking professional advice from experts where considered to be essential.
- e. the development of a project plan with target milestones to aid management of this complex activity.
- f. the selection of a suitable logo for a letter heading for administration purposes.
- g. acting independently under the direction of the chair person for the purposes of communicating with any organisation to invite a representative or speaker, or to seek information.
- h. seeking the views of the community when required on the various aspects in whatever is seen to be the most appropriate manner.
- i. working with an officer of the Wiltshire Council.

9. Briefing the P&E Committee or full Town Council on progress at the request of the P&E Chair person or Mayor.

10. Arranging the printing of (to be determined) copies of the first draft NH Plan for the P&E Committee.

## REPORT NUMBER 2 TO PLANNING & ENVIRONMENTAL ISSUES MEETING ON 19 APRIL 2011

### Wiltshire Council Core Strategy – A Strategy for Malmesbury?

#### Background

On 22 March Wiltshire Council held a meeting to inform the public about the Localism Bill. At the end of the meeting they provided an update on the development of the Core Strategy, the county's main policy document which will set out the rules governing development in Wiltshire until 2026. Particular emphasis was made to the Malmesbury Community Area.

This policy had been put out for consultation at the end of 2009 but the new Government scrapped the Regional Spatial Strategy which had specified how many houses had to be built in Wiltshire before 2026. Because of this change the exercise now has to start again after Wiltshire Council has determined the number of houses which need to be built in each Community Area.

Already in the past five years planning permission has been granted for 900 houses in Malmesbury Community Area and a large proportion of these have been built. A series of scenarios for 2006-2026 were presented as follows;

Scenario	Total number	Number yet to be built
To meet the housing requirement of the existing population (smaller households etc)	1,000	100
To meet future population growth based on rising birth rate, lowering death rate and net in-migration	1,700	800
To meet growth of economically active population at same level with same level of commuting	1,500	600
To meet growth of economically active population at same level with less of commuting	1,200	300

Not all of these will be built in the town and a fair proportion will be on 'windfall' sites – those where houses are built on sites previously used for other purposes or large plots are more intensively used. It is expected there will be a need to accommodate around 200 houses on Greenfield sites in the town.

#### Discussion

Malmesbury town is unusual in that more people commute into it every day than leave it to work elsewhere (over 3800 jobs but only 2709 employed residents in 2001). With Dyson still looking for more workers, an area available for commercial use behind the Persimmon office and the large site adjacent to Nurden's Garden Centre being zoned for commercial use this situation will only get worse. The Government have indicated sustainable development will be presumed to be acceptable. This could mean that Malmesbury will have to accept many more houses. However there is evidence to suggest that new houses here are more likely to be sold to those who work elsewhere rather than locally. In other words more houses will not reduce commuting so other solutions must be sought.

Due to the large number of houses built at the start of the plan period Wiltshire Council accepts that the town's infrastructure, schools, utilities etc, cannot cope with any more at present. Therefore they are considering including in the consultation document the suggestion that development in the town should take place later in the plan period and there may not be a need to identify a strategic site yet.

During the meetings held by the working party with prospective developers two have indicated that Wiltshire Council's consultant's review of the strategic sites is flawed. In their considerations they put forward 4 options: land north-west of the town; land north & east of the town; land south of the town; and previously developed land. This broad approach did not allow the advantages and disadvantages of parts of these large areas to be properly considered. In particular they believe there are distinct differences between the land north and south of the Tetbury Avon to the west of the town.

Development in the countryside outside the present framework boundary is informed by a countryside review carried out for North Wiltshire District Council some years ago. This document covers the river valleys within the town quite well but is deficient in its description of the area to the north east of the town and in particular the Tetbury Avon valley is not identified.

### **Proposal**

In an effort to improve the consultation document this Council should communicate the following to Wiltshire Council;

- A strategic site or sites for 200 houses for the town is a reasonable figure
- This number should be delivered in ten years time
- The strategic site(s) should not be identified yet but a fresh analysis should be carried out as part of the Neighbourhood Plan.
- Offer them the survey carried out by Malmesbury Civic Trust of the residents of the new Filands estate.

Prepared by Cllr C Vernon, April 2011