

WROUGHTON PARISH COUNCIL

PLANNING & HIGHWAYS COMMITTEE



Minutes of the meeting held on 17th September 2025 at 7.30pm at The Ellendune Community Centre, Wroughton, Swindon, SN4 9LW

Present:

**Wroughton
Parish
Council**

Cllr John Hewer
Cllr Lauren Coady
Cllr Will McGregor
Cllr Neil McMahon
Cathy Martyn (Deputy Clerk)

Public 1

PH/129 Apologies for absence.

Members RESOLVED that in the absence of a Committee Chair and the Committee Vice-Chair, the meeting would be chaired by Cllr John Hewer.

Apologies were received and accepted from Cllrs Diane Archer, Leo Ramsay and Holly Woodward.

PH/130 Declarations of Interest & Applications for Dispensation

None.

PH/131 Public Question Time

The resident raised continuing concerns about the unacceptable impact of noise and light pollution from Berkeley Farm Dairy. Members suggested making a formal complaint to Swindon Borough Council, contacting their Member of Parliament and contacting the Ombudsman for Small Businesses.

PH/132 Minutes

Members RESOLVED to approve the minutes of the meeting held on 3rd September 2025. The Chair signed the minutes.

PH/133 Updates and information for noting only.

PH/133.1

Speeding through Elcombe: Members NOTED the following response from Swindon Borough Council, which had been sent via Cllr G Cook (in her borough councillor capacity):

This request is on the list of Highway Ward issues raised by Borough Ward Councillors – for further review and prioritisation subject to resource availability. I understand the residents frustration with the time taken to address these matters. However, the Council must deliver its highways and transport responsibilities within the constraints of available resources, and in line with the Swindon Plan, which sets out strategic priorities agreed by Full Council. The team will ensure this request remains on record and is reviewed as part of the future programme development, taking place over the winter. Local Borough Councillors will be kept updated on progress and can continue to act as a direct liaison with the Parish Council. In the meantime we will see if we can arrange a speed survey to take place in this location.

- PH/133.2 **Speeding on Church Hill:** Members NOTED Swindon Borough Council had offered to share the speed data following the installation of ATC loops in September.
- PH/133.3 **Proposed streetnames for the Hills housing development site:** Members NOTED that still no response had been received from Swindon Borough Council to the Parish Council's request; Cllr Matty Courtliff was following this up.
- PH/133.4 **Planning Enforcement:** Members NOTED that when any update was received on the matter discussed at the meeting on 18th August, it would be put onto the agenda of the following meeting for consideration by this Committee.
- PH/133.5 **Application to the Traffic Commissioner from Nicholas John Gosling & Partners, Berkeley Farm Dairy, Swindon Road, Wroughton, Swindon, SN4 9AQ as an operating centre, to increase the authorisation to 5 vehicles and 4 trailers (from 3 vehicles and 4 trailers). Operator License Number OH1140897 (application publication dated 1 May 2025):** Members NOTED the recent update from Swindon Borough Council:
Following a meeting with the applicant, a visit to the Operating centre and clarifications provided by the licensing authority – the Borough Council has withdrawn its objection to the licence variation. The operators licence covers the sites at Berkley Farm and at Wood Farm. Overall authorisation is 5 vehicles and 4 trailers.
The application under consideration seeks to increase authority at the existing operating centre at Berkeley Farm from 2 vehicles and 0 trailers to 5 vehicles and 4 trailers. It does not seek to increase overall numbers on the licence, so authority will remain at 5 vehicles and 4 trailers.
The maximum number of vehicles that can be kept at Wood Farm will remain at 3 vehicles and 4 trailers. If the application is approved then the total of 5 vehicles and 4 trailers will be able to be kept across the two sites in whatever combination is desired by the operator.
Alterations at the Berkeley Farm site (removal of hedge, containers and storage area and extension of the area for parking) has created more space to relieve congestion on the site. The Wroughton Business Park location is not included in the HGV operators licence. I have however made the applicant aware of the concerns raised by the Parish Council in your earlier letter regarding disruption caused to Parish operations by dairy vehicles loading and unloading at that location.
I will let you know when I hear from the licensing authority regarding a decision on the application.
- PH/134 **Planning Applications Examination**
 Members NOTED none had been received.
- PH/135 **Planning Applications notified by Swindon Borough Council for information only:**
 Members NOTED none had been received.
- PH/136 **Responses to Swindon Borough Council on planning applications which were agreed by email:**
 Members NOTED there were none for this meeting.
- PH/137 **Planning Decisions.**
 Members NOTED the following decision made by Swindon Borough Council:
- S/HOU/25/0924 2 Comet Way Erection of single storey rear extension GRANT

PH/138 Decisions by SBC to allow TPO Work (Tree Preservation Orders)

Members NOTED none had been received.

The Deputy Clerk had asked Swindon Borough Council for the process to request a Tree Preservation Order.

PH/139 Planning Updates and Information.

Members NOTED there were none for this meeting.

PH/140 Local Plan Update

Members NOTED:

- Swindon Borough Council would be holding a drop-in session for the public on 6th October 2025 5pm-7pm in Wroughton Library as part of the Regulation 18 consultation which ran from 3pm on Monday 1st September – 11.59pm on Monday 13th October 2025.
- Swindon Borough Council had offered a private briefing for parish and ward councillors only on Monday 6th October 2025 4.30pm-5pm in the Ellendune Community Centre.
- The new Local Plan to 2043 could be viewed on the Council's website at: <https://www.swindon.gov.uk/newlocalplan>. Hard copies of the Plan were available to view at Swindon Borough Council operated libraries and at the Civic Reception of the Council offices. The Clerk had requested a hard copy for Wroughton Library, however this had not been received.

PH/141 Revision of the Neighbourhood Plan

Members NOTED the recommendations from the Planning & Highways Committee meeting on 29th July would be taken to September's Full Council meeting for discussion.

PH/142 Brimble Hill/ Marlborough Road

Members NOTED:

- The draft notes of the meeting held with Swindon Borough Council (SBC) Traffic & Highways Officer, Cllr Chris Watts (Swindon Borough Council Cabinet Member for the Environment & Transport), Danny Kruger MP, Cllrs Matty Courtliff and Gayle Cook, and Wroughton Parish Council.

ACTION: Members requested the Deputy Clerk give attendees of that meeting 2 weeks in which to confirm they were happy with the minutes, and if nothing was heard back by that deadline, to publish the minutes in order to update residents.

- The following information from Swindon Borough Council's Traffic & Highways Officer:
*'At our recent meeting with Wroughton Parish Council regarding traffic on the B4005 between the Three Tuns in Wroughton and the A346 Marlborough Road junction in Chiseldon it was agreed that the Borough Council would commission a video survey to assess the volume of HGV traffic all along this route, where those vehicles are heading and the nature of their business. This will provide initial data that can be used to assess the extent of the problem raised by both Parish Councils.
In respect of the 20mph proposals submitted through the Borough Councillors. This will need further discussion as the prioritisation carried out by the Parish has produced a number of isolated and disjointed sections of road. We will then need to agree locations for speed surveys - as it is likely that some of the roads will not be suitable for 20mph speed limits to be introduced without more substantial measures - which are currently beyond the scope of the project.'*

The Chair read out the email dated 1st September 2025 from the DVSA to Danny Kruger in which the DVSA advised they would not be removing the B4005/ Brimble Hill/ Marlborough Road from the HGV test route – a copy of the email is attached to these minutes as Appendix A.

ACTION: Members asked the Deputy Clerk to check with SBC whether the camera at the toll house would pick up HGVs using the Old Coach Road, and whether the traffic tubes at the top/ Burderop end of Brimble Hill could be moved towards the bottom.

PH/143 **School Safe Environment Zone and the impact of the change in Ridgeway School's finish time**
Members NOTED:

- The Ridgeway School had brought forward their finish time to 3.05pm, coinciding with the finish time at Wroughton Junior School, significantly increasing the volume of traffic in Inverary Road and surrounding roads.
- The concern received from a parent by the parish council office (a copy is attached in the Minute Book as Appendix B) and the concern raised by Wroughton Junior School via Cllr Debbie Hooper regarding the consequential road safety issues.

Members RESOLVED:

- To support the proposal by Cllr Debbie Hooper that Swindon Borough Council carries out an urgent site visit and review of the School Safe Environment Zones for both Wroughton Junior School and Ridgeway School, to copy in both schools to that request and to keep them updated.
- The Deputy Clerk should arrange a meeting with the Principal of the Ridgeway School to understand their reasons for changing their finish time to 3.05pm.

PH/144 **Moormead Road – request for a controlled pedestrian crossing outside Banks Place**
Members RESOLVED to support the proposal by Cllr Debbie Hooper to request that a controlled pedestrian crossing be installed on Moormead Road outside Banks Place; a request for traffic monitoring had already been made by Cllr Hooper via Cllr Gayle Cook; the rationale being the original traffic survey was carried out when Banks Place was built and traffic had increased since then.

PH/145 **Public Highways Notices for information**
Members NOTED none had been received.

PH/146 **Footpaths**
Members NOTED that the Footpaths Working Party had organised the annual 'Walk the Footpaths Day' for Sunday 28th September 2025.

PH/147 **Highways Updates and Information:**
Members NOTED none had been received.

PH/148 **Flood Working Party**
Members NOTED the next meeting of the Flood Working Party would be held at 2pm on Monday 29th September in the Ellendune Community Centre. In addition to the resident members and Swindon Borough Council, the Deputy Clerk had, as requested, invited representatives from Thames Water (declined), the Environment Agency (not responded), Wiltshire Wildlife Trust (accepted) and the Science Museum (accepted), together with Danny Kruger MP (not yet responded).

PH/149

Strategic Priorities agreed for 2025/26.

Members NOTED that the following projects had been agreed at the Full Council meeting held on 17th March 2025, as projects to be progressed during 2025/26:

- **Revision of the Neighbourhood Plan:** £15,000 budget.
- **Vehicle Activated Sign (VAS):** £5,000 budget to purchase 1 VAS (happy/ sad face + showing actual speed) for A4361 Church Hill, on north side (downhill) just after junction of minor road to the church. This relates to a standing agenda item (Speeding on Church Hill). See previous meeting minutes for details.
- **Report by Wiltshire & Swindon Road Safety Partnership into residents' concerns on B4005 Brimble Hill/ Marlborough Road:** To progress the outcomes from the public meeting held on 23rd May 2025. This is a standing agenda item. See previous meeting minutes for details.
- **Wichelstowe Community Sports Hub:** All updates other than planning applications go to Full Council.

PH/150

Strategic Priorities to consider for 2026/27

- To consider naming roads on any future development after, and in connection with, Wroughton's famous race horses.

The meeting closed at 20.06.

Signed

Date

Chair, Planning & Highways Committee