

WROUGHTON PARISH COUNCIL



PLANNING & HIGHWAYS COMMITTEE

Notes of the meeting held on 05th November 2025 at 7.30pm at The Ellendune Community Centre, Wroughton, Swindon, SN4 9LW

Present:

Cllr H Woodward
Cllr M Smith
Cllr J Hewer
Cllr N McMahon
Cllr L Coady
Cllr W McGregor

Clerk – Emma Freemantle

Public **0**

PH/195 **Apologies for absence.**

Apologies were received and accepted from Cllrs D Archer.

PH/196 **Declarations of Interest & Applications for Dispensation**

There were no declarations of interest.

PH/197 **Public Question Time**

None present

PH/198 **Minutes**

Members RESOLVED to approve the minutes of the meeting held on 15th October 2025, the Chair signed the minutes.

Action: Clerk to check the minutes from Oct meeting are saved into VSM as some unable to view.

PH/199 **Updates and information for noting only.**

Members requested the formatting of this agenda item is changed as there is a need to keep track of progress of items coming forward. Dates should be included as a reference point and future actions listed or the item removed.

PH/199.1 **Speeding through Elcombe:** To note the Deputy Clerk is awaiting an update from Swindon Borough Council as to whether and when it is able to carry out a speed survey.

PH/199.2 **Proposed streetnames for the Hills housing development site:** To note that if no response has been received by the date of this meeting by either the Deputy Clerk to her original email from June 2025, or to follow-up emails by Cllr Courtliff, the Deputy Clerk will contact the relevant Cabinet Member to request a response. **Action:** Chase SBC Ward councillors and cabinet member.

PH/199.3 **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/199.4 **Moormead Road – request for a controlled pedestrian crossing outside Banks Place:** Members NOTED Cllr Gayle Cook (in her Swindon Borough Council capacity) would keep the Parish Council updated regarding this request.

PH/199.5 **School Safe Environment Zone and impact of the change in the Ridgeway School finish time:**
To approve the recommendation made at the last meeting which was inquorate (15th Oct), that:
 Members NOTED Swindon Borough Council had advised that the School Safe Environment Zone had been completed and closed in April 2025. The officer had moved into a new role and recommended that the Committee's concerns were raised with the ward councillors who could submit them via Members Hotline. Cllr Gayle Cook had raised a Members Hotline case and would keep the Deputy Clerk updated.

PH/200 **Planning Applications Examination**
 Application no: S/25/1096 (**Additional information supplied**)
 Location: Hanger C2, Orbital Road, Wroughton. SN4 0FS
 Proposal: Change of use from Leisure Karting (Class D2) to Storage & Distribution (Class B8)
Deadline: **4th November 2025** (this has been extended by SBC to 6th November to enable the Parish Council to respond following this meeting)

COMMENT **Two vehicle movements a week, not feasible considering you are running a storage unit, this application has been up various times. Reject on the grounds basis of the transport officer comments by SBC.**

Application No: S/HOU/25/1312/JOPL
 Location: 37 Wharf Road, Wroughton, Swindon, SN
 Proposal: Extension of existing drop kerb.
Deadline: **12 Nov 2025**
COMMENT: **No Objection.**

Application No: S/ADV/25/1337/LZWI
 Location: 45 Devizes Road, Wroughton, SN4 0SA
 Proposal: Retention of 1no. fascia sign, 1no. projecting sign, 2no. digital screens, 5no. vinyl's in entrance door and shop window.
Deadline: **17 Nov 2025**
COMMENT: **WPC suggest that the lighting is turned off once the hours of trading are over. Find out the operating hours of the betting shop 8pm / 6pm on Sundays. Request that the flashing images are shut off once operational hours finish. Not all lighting, just the flashing lighting.**

Application No: S/TC/25/1381/GUESTA
 Location: Hay Lane Caravan Park
 Proposal: The proposed upgrade of an existing telecommunications base station comprising the removal of the existing 17.50m monopole and replacement with 18.10m monopole with headframe supporting 6 no antennas and 1 no 300mm dish, together with internal upgrades of the existing equipment cabin and ancillary development thereto.
Deadline: **18 Nov 2025**
COMMENT: **WPC not sure why there was no previous application previously for the replacement mast at tik tok nursery. Residents of Hay Lane have been updated but no consultation took place. No objection from WPC.**

PH/201 **Planning Applications notified by Swindon Borough Council for information only:**
 Members NOTED none had been received.

PH/202 **Responses to Swindon Borough Council on planning applications which were agreed by email:**
 Members NOTED there were none for this meeting.

Planning consultation responses recommended at the previous meeting which was inquorate (15th Oct):

To retrospectively approve the following comments sent to Swindon Borough Council:

Application no: S/25/1209
 Location: 1A Moormeade Road, Wroughton. SN4 9BS
 Proposal: Erection of a single storey 3 bay car valet building.
 Deadline: 20.10.25
Comment: Members RECOMMENDED making NO Objections

Application no: S/HOU/25/1198
 Location: 92 Priors Hill, Wroughton. SN4 0RW
 Proposal: Demolition of existing garage & erection of garage and associated works.
 Deadline: 20.10.25
Comment: Members RECOMMENDED the following comment:
Members supported and agreed with the Conservation Officer's comments and recommended OBJECTING on the basis this planning application was not in keeping with the Conservation Area. Members acknowledged the existing garage needed to be demolished and replaced, but requested the plans were revised so they did not involve removing any of the front wall, which was conserved, and which would therefore change the front garden. A single garage would be more appropriate - Members would be happy for the garage to be replaced on the existing footprint.

Application no: S/HOU/25/1192
 Location: 90 Priors Hill, Wroughton. SN4 0RW
 Proposal: Demolition of garage and store and associated works.
 Deadline: 20.10.25
Comment: Members RECOMMENDED the following comment:
Members acknowledged the existing garage needed to be demolished and replaced, and were happy with the principle of replacing it with a single garage. However, this planning application was inextricably linked with the neighbour's application to replace their existing single garage with a garage and store on a larger footprint (S/HOU/25/1198). Therefore Members refer the Planning Officer to their OBJECTIONS for S/HOU/25/1198.

Application no: S/HOU/25/1054
 Location: 49 Whittingham Drive, Wroughton. SN4 0TE
 Proposal: Conversion (part) of garage into habitable space, replace tarmac drive with block paving and drop kerbs.
 Deadline: 28.10.25
Comment: Members RECOMMENDED making NO OBJECTIONS.

Application no: S/HOU/25/1265
 Location: 8 Falkirk Road, Wroughton. SN4 9DU
 Proposal: Erection of single storey front, side & rear extensions, and rear dormer window.
 Deadline: 27.10.25
Comment: Members RECOMMENDED the following comment:
Members would prefer to see the front extension in line with the common build line for the row of houses, but had NO OBJECTIONS in principle to the extensions on the side and rear.

Planning Decisions and Applications which had been withdrawn and or decisions which have been made:

To NOTE there are none which have been withdrawn for this meeting.

The following decisions have been made by SBC:

Application no: S/HOU/25/1172/ADHI
Location: 12 Kellsboro Avenue, Wroughton, Swindon, SN4 9HT
Proposal: Erection of single storey side and rear extensions
Comment: Permission GRANTED

Application no: S/LDP/25/1062/HAPA
Location: 6 Ellingdon Road, Wroughton, Swindon, SN4 9HY
Proposal: Certificate of Lawfulness (proposed) for the erection of single storey side/rear extensions and rear dormer window.
Comment: Permission GRANTED

PH/204 Decisions by SBC to allow TPO Work (Tree Preservation Orders)

Members NOTED none had been received.

PH/205 Planning Updates and Information.

Members NOTED there were none for this meeting.

PH/206 Local Plan Update

The retrospective approval of the Parish Council's response to Swindon Borough Council's Regulation 18 Consultation was AGREED, a copy of which is attached as Appendix A in the Minute Book.

PH/207 Biodiversity Net Gain (BNG) Units/ Credits
Members RESOLVED the RECOMMENDATIONS:

To NOTE:

- **The recommendations from the previous meeting as follows:**
Supporting the proposal from Cllr Holly Woodward to meet with Wiltshire Wildlife Trust (WWT) to discuss whether and how net BNG credits are used with regard to Clouts Wood and Kings Farm Wood, whether these sites were registered as sellers of BNG credits and whether there was any plan to include Diocese Meadows going forward, on the understanding this had been rented to WWT.
Asking the Deputy Clerk to investigate whether the Parish Council could register any land which it owned or rented as sites where BNG units could be used.
The Grounds Team deliver letters to the farmers regarding whether they would be interested in registering any of their farmland for BNG credits.
Asking the Deputy Clerk to investigate whether it's possible to register leased land for BNG credits, and if so, the process involved – this could be raised with WWT.
- the email from Wiltshire Wildlife Trust (WWT) dated 16th October together with the site profile for Markham Banks – please see copies attached, which is leased land.
- the advice from WWT that the Trust has been in discussion with Swindon Borough Council about possible training and consultancy work in this regard, WWT will speak with the Nature recovery team and request that the Parish Council leaves this with them for the time being until things become a little clearer.

Members RESOLVED to AGREE to wait until further advice is received from WWT before carrying out any further investigation into the registration of leased land for BNG units, other than contacting the farmers during the next few months to ask if they have any land already registered for BNG units, or if they would be interested in registering any areas of land for BNG units.

WWT are not actively doing anything over BDNG but the report would state that there is a plan to move forward with.

Cllr L Campisano asked the best approach for requesting sites, the Chair explained the process as a parish council and that we have letter dropped to local farms, new developers already in progress with a request for BDNG units are used within the Wroughton area. A document from the Wiltshire Wildlife Trust is attached as Appendix B in the Minute Book.

PH/208

Revision of the Neighbourhood Plan

Members received the notes from the Neighbourhood Plan Working Party meeting held on Monday 13th October 2025 and considered recommendation as follows:

Taking into account all of the above, it is worthwhile WWPC reviewing the WNP on a policy basis.

Reason: the current WNP was written on a site basis as SBC had allocated the number of homes which Wroughton should take, but had not proposed any sites. This time SBC has identified both the number of homes AND also the sites. Therefore the revised WNP would need to focus on how those sites would be developed, not where they would be developed.

WWPC has £15,000 budget set aside for reviewing the NP. This was on the assumption the Government funding would continue. Does the Parish Council need to increase this budget to employ a consultant as NPs are very complex.

Next meeting 10.30am on Monday 1st December 2025. Assuming WWPC accepts the recommendation above, this meeting will consider a timetable and a framework to progress the review of the WNP.

ACTION: Request for an update from the Clerk on the additional CIL which will come out of housing development in Wichelstowe and whether this will be allocated direct to WWPC or if not, what will be SBC's process for deciding how and where this money should be spent?

Clerk and projects officer to approach SBC formally and express interest in the funds being wanted for the parish council project. The parish council need to ensure that monies are spent where possible, within the Wroughton boundary.

PH/209

Brimble Hill/ Marlborough Road

Members NOTED the Deputy Clerk was awaiting the traffic count data and camera information from Swindon Borough Council, no further information has been received to date.

Members agreed to write a letter to SBC officers, members and representatives, and also the MP to issue a complaint of road safety and lack of progress with works on the falling wall and danger for residents. Parish Council to also write to the Chief Executive at SBC with complaints and request who is responsible for the long term issue and what is actively being done to chase legal departments, home owners and solicitors.

PH/210

Speeding on Church Hill

Members agreed to RECOMMEND that the Committee should request details of the actual speeds recorded so that Members could understand the fastest speeds before considering whether to request permission from Swindon Borough Council to replace the existing VAS on the downhill (northward) stretch with a SAM, and/ or a SAM on the uphill stretch.

A SAM is a Smiley Activated Message sign. It displays real time vehicle speeds and a red sad face for speeding vehicles and a green smiley face for those not speeding.

PH/211

Public Highways Notices for information

Members NOTED none had been received.

PH/212

Footpaths Working Party - Update

Members NOTED none had been received.

PH/213

Highways Updates and Information:

Members NOTED none had been received.

- PH/214** **Proposed Traffic Order – A4361 Wroughton – proposal by Swindon Borough Council to remove the 24 hour clearway**
 Members NOTED the Deputy Clerk awaited an update following the Committee’s support of the removal of the 24 hour clearway, from Swindon Borough Council’s Senior Traffic Engineer.
- PH/215** **Flood Working Party**
- a) To note the Deputy Clerk is still awaiting the information read out at the Flood Working Party meeting on Monday 29th September by Thames Water and Swindon Borough Council, following which the notes can will be brought to this Committee.
 The Clerk confirmed that the MP is still wanting to attend the next flood meeting which is soon, booked in for Jan 2026.
- b) To note the correspondence received from Environment Agency regarding the Flood Risk Awareness Project which identifies homes in Wroughton at high risk of surface water flooding, and two homes at high risk of river flooding in Wroughton. (Copy attached)
Action: Clerk to ensure that the EA are invited to the next meeting.
- PH/216** **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 SAM for A4361 Church Hill, northwards after junction of minor road to the church. This is a standing agenda item.
 - **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.
 - **Wichelstowe Community Sports Hub:** With Full Council (excepting planning applications).
- PH/217** **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 20.18

Signed Date
 Chair, Planning & Highways Committee