



WROUGHTON & WICHELSTOWE PARISH COUNCIL

Thursday 28 May 2026

Dear Councillor

You are summoned to attend
a meeting of the **PLANNING & HIGHWAYS COMMITTEE**
on **Wednesday 3 June 2026** at **7:30pm** in the **Ellendune Community Centre**.

A handwritten signature in black ink, appearing to read 'Emma Freemantle'.

Emma Freemantle
Parish Clerk

AGENDA

1. **Apologies**

To receive apologies.

2. **Declarations of Interest & Applications for Dispensation**

To receive any Declarations of Interest required by the Code of Conduct adopted by the Parish Council on 24 May 2025.

3. **Public Questions (Maximum of 10 minutes)**

To receive and respond to any questions, comments or representations from the public.

4. **Minutes**

To **APPROVE** the minutes of the meeting held on Wednesday 6 May 2026 (copy attached).

5. **Updates from the Committee Chair**

To **NOTE** any verbal updates from the Chair.

6. **Actions from the Previous Meeting**

To **NOTE** that the following actions from the previous meeting have been completed:

6.1 Letters have been sent to The White Hart, The Carters Rest, The Fox and Hounds, Cross Street Garage and the owner of the former Co-op building to ask if they can help alleviate car parking problems for residents who live on the High Street.

6.2 An email has been sent to Swindon Borough Council to ask if the sign pointing to the Wharf Road toilet block can be removed. SBC responded to say they will add it to their programme of works.

7. **Update on M4 Bridge from National Highways**

A representative from National Highways will give a verbal update on the ongoing M4 bridge works in North Wroughton.

8. **Planning Applications to be Examined**

Planning Ref: **S/HOU/26/0608**

Address: 36 Wharf Road, Wroughton, SN4 9LB
 Proposal: Erection of first floor side and front extension to include the raising of the roof height and front dormer window, single storey rear extension, conversion of garage into habitable space, and associated works.
 Deadline: Thursday 4 June 2026

Planning Ref: **S/HOU/26/0584**
 Address: Costow Farm Cottages, 3 Wharf Road, Wroughton, Swindon, SN4 9QN
 Proposal: Proposed single storey rear extension.
 Deadline: Thursday 4 June 2026

Planning Ref: **S/HOU/26/0624**
 Address: 13 Weirside Avenue, Wroughton, Swindon, SN4 9AL
 Proposal: Erection of new building at the bottom of the garden for a golf simulator to be fitted inside.
 Deadline: Saturday 6 June 2026

Planning Ref: **S/COND/26/0573**
 Address: Hanger C2, Orbital Road, Wroughton, Swindon, SN4 0FS
 Proposal: Discharge of Condition 6 (HGV routing plan) from previous application S/26/0134.
 Deadline: Friday 5 June 2026

Planning Ref: **S/LBC/26/0582**
 Address: Woodham House West, Bakers Road, Wroughton, Swindon, SN4 0RP
 Proposal: Replacement of existing conservatory roof with lightweight insulated modern roofing material, retaining two glazed roof lights for natural light (**retrospective application**).
 Deadline: Friday 12 June 2026

9. Planning Decisions Made by Swindon Borough Council

Planning Ref: **S/HOU/26/0378**
 Address: 24 Summerhouse Road, Wroughton, Swindon, SN4 9HZ
 Proposal: Hip to gable conversion, front and rear dormers, single storey side and rear extension and detached annex/store.
 Deadline: Application Granted (Delegated Decision)

Planning Ref: **S/HOU/26/0405**
 Address: Overtown Manor, Overtown Lane, Wroughton, Swindon, SN4 0SH
 Proposal: Proposed new access.
 Deadline: Application Withdrawn

Planning Ref: **S/26/0368**
 Address: Former Co-op And Land Adjacent, 9-10 High Street, Wroughton, SN4 9JX
 Proposal: Demolition and erection of 12. No Flats (class C3) and two commercial units (Class E) and associated works.
 Deadline: Application Granted (Delegated Decision)

Planning Ref: **S/25/1657**
 Address: Wroughton Methodist Church, High Street, Wroughton, Swindon, SN4 9JX
 Proposal: Change of use of existing chapel from Use Class F1 (learning and non-residential institutions) to Use Class C3 (Residential) to provide 1no. dwelling and associated works.
 Deadline: Application Granted (Delegated Decision)

10. Advertisement Consents Granted by Swindon Borough Council (copy attached)

Application No: **S/ADV/26/0400**
 Address: Wichelstowe Development Area, Mill Lane, Swindon
 Proposal: Marketing signs and static flags located within Middle and West Wichel, including Wharf Road / Wichel Way Roundabout, Wichel Way, and the Foxham

Way/Blackhorse Way Junction. The signs are different sizes - One directional 4m x 2m totem sign on Wichel Way; one marketing gateway sign 4m x 3m on Foxham Way/Blackhorse Way Junction, three open space totem signs 0.6m x 1.1m, and one 2.5m x 9.2m marketing sign at Wharf Road / Wichel Way Roundabout. Four sets of four static flag poles and marketing flags.

Decision: Application Granted (Delegated Decision)

11. Tree Works Notifications

None at the time of agenda dispatch.

12. Notice of Temporary Footpath Closures

None at the time of agenda dispatch.

13. Legge House Update

To receive a verbal update from the Deputy Clerk on the current planning application concerning Legge House (Planning Ref: S/26/0342).

14. Speed Indicator Device Update

To receive a verbal update from the Deputy Clerk on investigation work to install speed indicators at various points across the parish.

15. Speeding on Marlborough Road and Brimble Hill

To **NOTE** the minutes from the public meeting held on Friday 23 May 2025 (copy attached) and the notes from the internal council meeting on 22 August 2025, and to agree next steps to discuss road safety concerns at that location.

16. Flooding

To **AGREE** the next meeting date of the Flood Working Party and which stakeholders should be invited.

17. Temporary Event Notices

To **NOTE** the government guidance on the issuing of Temporary Event Notices (TENs) following a recent event in Wroughton (copy attached), and that members of the public can receive alerts by signing up to publicnoticeportal.uk.

18. P&H Committee Project Tracker

To **NOTE** the P&H Committee Project Tracker.

19. Future Agenda Items

For members to suggest any future agenda items for consideration by the committee.

Members of Committee (7) (4 Required for Quorum)

Cllr Holly Woodward
Cllr Matthew Smith
Cllr Diane Archer
Cllr Matty Courtliff
Cllr John Hower
Cllr Stan Pajak
Cllr Mark Trigg

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime and Disorder, Health & Safety and Human Rights.