

Devizes Town Council

www.devizes-tc.gov.uk

PLANNING COMMITTEE

You are summonsed to attend a meeting of the Planning Committee at the following place, date and time.

Date: 18th June 2024
Time: Immediately following the Community Committee
Venue: The Council Chamber, Town Hall, St John's Street, Devizes
Enquiries: Tel: 01380 723333

Chair: Councillor Ormerod
Councillors: Giraud-Saunders Greenwood Pennington
 Rose Wooldridge

AGENDA

1. MINUTES

To approve as a correct record and authorise the Chairman to sign the minutes of the meeting, held on 21st May 2024, which have been circulated alongside the agenda.

2. APOLOGIES FOR ABSENCE

3. DISCLOSURE(S) OF INTEREST

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

4. PUBLIC PARTICIPATION

At the Chair's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the Council upon a matter of concern to that person which is relevant to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chair's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business.

5. REPORT FOR DECISION – PLANNING APPLICATIONS FOR CONSIDERATION

Details of Planning Applications for Consideration by members are attached [[Doc5/1](#)]. Members wishing to make enquiries about any of the applications listed or inspect plans before the meeting are advised to do so online at Wiltshire Council.

A summary of all planning applications received since the last meeting showing the Planning Committee's responses, is also attached [[Doc5/2](#)]

6. REPORT FOR INFORMATION – WILTSHIRE COUNCIL'S NOTICE OF PLANS GRANTED OR REFUSED

Attached here [[Doc 6/1](#)] are a list of plans granted, refused or withdrawn.

7. REPORT FOR DECISION – TRAFFIC ISSUES BETWEEN VICTORIA ROAD AND NEW PARK ROAD

Recommendation

That the committee agrees improvements to parking management in New Park Road and its junction with Victoria Road.

Purpose of the Report

To decide if the committee supports a highway improvement for New Park Road and its junction with Victoria Road.

Background

At a meeting of the planning committee on the 30th April it was agreed that officers should invite a Wiltshire Highways engineer to meet with residents and Councillors as soon as possible, to discuss the worsening problem and decide upon appropriate solutions.

That meeting took place on the place on the 22nd May where various matters were discussed, helping the Highway Engineer to propose a scheme that will help the access towards Quakers Walk. A diagram is set out below.



The lining arrangements outside Quaker's Lodge and the historic gates leading to Quaker's Walk are only to the edge of the highway, with parking restrictions covering the full extent of the highway and parking 'behind' the lines would be in contravention of the Traffic Order. By installing the lines in this way they will look better, as well as being easier to maintain and therefore enforce.

The resident of Quaker's Lodge can then put planters or whatever he chooses within his land adjacent to his gates. In addition, it was felt that by introducing a time limit on the remaining bay, this would prevent all day commuter parking thus freeing up space for local users; however if this is to be introduced the time limit should be 3 or 4 hours so as not to overly disadvantage allotment holders.

The original report to the Planning Committee on the 30th April also set out concerns about parked cars encroaching on the junction between Victoria Road and New Park Road, however during the site visit it was identified that double yellow lines are in place to prevent this illegal parking, although these lines would benefit from being refreshed.

Options Considered

The committee needs to decide if it wishes to make a formal request to the Local highways and Footpath Improvement Group (LHFIG) for the following improvements;

- Extension to the double yellow line from north of Victoria Road running along the edge of the highway to the east of the canal bridge, in front of the gates to Quakers Walk then back to where they would join parking bays on the east side of the road, south of the pedestrian access to the canal.
- Faded and damaged yellow lines to be refreshed.
- Remaining parking bays to the east side of New Park Road to be time limited, with time to be agreed to allow use by allotment holders.

Implications and Risks

Financial and Resource Implications

Any request for a highways improvement requires a 25% contribution from the parish or town council.

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence.

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

8. REPORT FOR DECISION – REQUEST FOR COMMUNITY SPEED AREAS AT VARIOUS LOCATIONS IN DEVIZES

Recommendation

That the committee supports a recommendation by the speed data analysis task group to request that five Community Speed Watch areas and associated infrastructure be reconsidered within Devizes.

Purpose of the Report

To decide if a follow-up request for Community Speed Watch areas and associated infrastructure for Speed Indicator Devices should be made to the Local Highways and Footpath Improvement Group.

Background

At a meeting of the Planning Committee in March 2024, the result of ten metro counts on the main arterial roads in Devizes were presented. The purpose of the metro counters was to establish the level of speeding on the main roads leading in and out of town and if these areas would qualify as “Community Speed Watch” areas as well as locations for “Speed Indicator Devices” (SIDs).

On receiving the results, it was clear that the speed of traffic along tested roads as an average was under the Association of Chief Police test for enforcement action, with the exception of the stretch of 30mph road on Windsor Drive that leads up to school, which is where traffic regularly is in excess of the enforceable limit. The results confirmed that along the majority of roads where speeds were measured, Wiltshire Council would not support the introduction of a Community Speed Watch scheme and as a result would not provide any infrastructure for the installation of SIDs on the highway.

The committee at that time expressed concerns that the data had been unfairly influenced by a number of major infrastructure projects which were going on during the data collection period, which often resulted in single line traffic in key test areas. More analysis of the data was required and therefore a data analysis task group was set up to do this.

This task group has met and looked at the data in more detail and it was clear to them that congestion plays a significant part in reducing the daily average speed of traffic. In reviewing the data, it was further identified that during peak flow periods, significant levels of traffic are travelling below 10mph which is not replicated at other times of day. Along some of the data collection roads such as Bath Road, nearly a quarter of vehicles are in excess of the posted speed limit and nearly 4% of traffic would be subject to some form of police action should they have been stopped; it was therefore felt that levels of congestion over what are relatively short periods of the day unduly influence daily averages. There is further evidence that at weekends, the absence of a rush hour results in an average of 25-30% of traffic travelling in excess of the posted speed limit, and in the case of Bath Road on a Sunday nearly 40% of traffic heading west was over 30mph.

The task group would recommend to the planning committee that the following road are resubmitted to the Local Highways and Footpath Improvement Group (LHFIG) for consideration as a “Community Speed Watch” area.

- Windsor Drive (South) – already qualifies under Wiltshire Council 85% quartile rule.
- Bath Road, by St Peters School – based on the volume of vehicles travelling in excess of the posted speed limit and the importance of the route to access local schools including St Josephs and Trinity.
- London Road, based on the volume of vehicles travelling in excess of the posted speed limit and the importance of the route to access local schools including Trinity.
- Nursteed North - based on the volume of vehicles travelling in excess of the posted speed limit and the importance of the route to access local schools including St James Academy and Devizes School.
- Nursteed South - based on the volume of vehicles travelling in excess of the posted speed limit and the importance of the route to access local schools including St James Academy and Devizes School.

It should be noted that it is already recognised that the Windsor Drive south location qualifies for a community speed watch, but that unlike the other areas it does not suffer from significant congestion. It should be further noted that whilst over 11,000 vehicles in a week travelled in excess of the posted speed limit on Windsor Drive, over 24,000 travelled in excess of the speed limit on Bath Road over the same period, even with significant road works.

Options Considered

The committee are asked to agreed that the following sites are put forward as Community Speed Warch areas for the reasons set out in the report.

- Windsor Drive (South) –
- Bath Road, by St Peters School
- London Road
- Nursteed North
- Nursteed South

Implications and Risks

Financial and Resource Implications

It should be noted that any request for work to be carried out by the LHFIG requires a 25% contribution from the Town Council. Whilst setting up a Community Speed Watch has no direct cost, the installation of ground sockets for SIDs does.

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

**9. REPORT FOR DECISION – INTRODUCTION OF TOWN CENTRE
20MPH SPEED LIMIT**

Recommendation

That the Committee notes the introduction of signage to support the new 20mph speed limit for the town centre and provides officers with any observations it may have in relation to this enforcement signage in the light of residents' comments.

Purpose of the Report

That the Committee notes the introduction of signage to support the new 20mph speed limit for the town centre and provides officers with any observations it may have in relation to this enforcement signage in the light of residents' comments.

Background

At the end of 2020 the Town Council made its original request to Wiltshire Council for a reduction of the speed limit through the town centre from 30mph to 20mph.

Prior to the final request, there had been a number of attempts, dating back to 2004, to manage traffic speed along the length of Long Street and into the town centre, but in May 2024 finally the traffic order for a lower speed limit of 20mph was agreed and in June 2024 that limit came into force.

To ensure the speed limit can be enforced, the highway authority must ensure drivers know that they are entering a lower speed area and this must be reinforced by repeater marking. Since these have been installed, officers have been contacted by Long Street residents about the visual impact of new signage. Officers responded to the initial enquiry by explaining the need for the signage to ensure the new lower limit can be enforced.

Whilst this is now primarily a Wiltshire Council Highways matter, the residents have asked that their concerns be considered by the Town Council. In their complaints about the signs the residents make the following observations:

I would like to draw your attention to the new 20mph speed limit signs that are being erected round Devizes, in particular the ones at the top of Long Street.

The enforcement signs are badly sited and unsightly in themselves. No attempt has been made, and apparently no thought given, to how they affect the look of the street, which is surprising considering we are in a conservation zone. The sign posts themselves are a fairly bright blue (why not black?) and the signs look extremely cheap and jar badly with this historic street. The one beside the Conservative Club is stupidly placed, just behind the club's hanging sign. Why was it not put where the redundant school sign is? Why was the sign on the other side of the road not placed at the top near the roundabout where traffic is already slow? It makes no sense to have fifty yards where apparently it is fine to do 30 mph. Insult has been added to injury and we also have huge white signs painted on the road. These together with the obtrusive post signs make a laughing stock of Devizes' claim to have a conservation area. This historic street (and the signs are repeated further down towards the museum, and at the junction with Bridewell) is now visually diminished and cluttered by ill-considered signage and poor planning.

It would be much more to the point to ban heavy lorries from traversing Long Street. The few vehicles that do exceed the speed limit do so mainly at night, and lowering the limit and putting up a sign will be no deterrent to them at all.

The email from the resident concludes by asking that Devizes Town Council puts pressure on whoever is responsible for erecting these signs to be more aware of their impact on the locality.

Officers have passed these comments on to the highway officers, who have responded as follows:

I can confirm that the signs have been installed within the boundaries of the Highway. The Highway Boundary extends to the building frontage. It is not uncommon where older properties deed indicate ownership to extend into areas of the Highway. However, the rights of the Highway Authority have been established in law as superseding private ownership, and there is no obligation on Highway Authorities to inform neighbouring property owners when its undertaking works within the maintainable highway.

Where signs are sited within an area of footway, there is an obligation to ensure that a minimum headroom to allow pedestrians to safely pass underneath and this has been provided. The signs have been sited in such a way that they are positioned at the boundary of two properties, and it is not unrealistic to expect highway related infrastructure to be placed in an urban environment. The post is of the minimum size required to carry the size of sign and has been provided in a colour which accords with the Town's overall colour scheme (i.e. Devizes Blue).

Signs which indicate the commencement of a speed limit, must be installed as close as practicable to the point at which the underlying Traffic Regulation Order specifies. With regards to other signing infrastructure on Long Street, the Town Council can consider requesting the removal of any signs that are no longer considered necessary.

If the principal intention of the Council in 2020 was to introduce a more appropriate speed limit within the town centre, to reduce the risk of collision by vehicles making frequent difficult parking manoeuvres or to pedestrians walking alongside the highway, then the signs that have been installed are a consequence of that ambition.

Officers are unclear what can be done to reduce the visual impact of signage therefore the Committee is asked what, if any, views they may have.

Options Considered

For the Committee to consider comments made by some of the residents in Long Street and guide officers on any observations they may have.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

10. REPORT FOR DECISION – ROLE OF FORMER WORKING PARTIES

Recommendation

To agree the role of former working parties which considered matters now under the remit of this committee.

Purpose of the Report

To consider which of the former working parties should continue and if so, what their ongoing remit will be.

Background

Prior to the review of the Council's governance structure, the Council had a number of working parties which would support the work of committees. These working parties were often focused on single items. The role of working parties was to work with officers to develop projects, review operational procedures and provide guidance to committees on complex matters.

As part of the governance restructuring plan, standing committees have the ability to set up Scrutiny Groups and Project Task Groups, which can discuss matters in more detail outside formal committee meetings.

Scrutiny groups and task groups have no decision-making powers or budget, they can only make recommendations to their parent committee. These groups can also only consider matters under the remit of their parent committee.

Appointment to scrutiny groups will be made by the parent committee with a maximum of six members, a minimum of three members being appointed from the parent committee and a maximum of 3 members from other committees.

Task groups can be appointed at any time by committees to deal with single items, where a clear outcome is needed. In setting up a project task group the committee must clearly set out the role of the task group, and a timeframe in which to report back. Project task groups can meet no more than three times before reporting back to the parent committee and it will be for the parent committee to agree an extension of time past the three meetings.

For this year, no appointments have been made to working parties as it was agreed that each standing committee should review those working parties that deal with such matters that come under their remit. The committee can then determine if the working party is still needed, or if its work can be subsumed with the main responsibilities of the committee, or if a different structure to the working party would be advantageous.

The following working parties consider matters which come the remit of this committee:

- Neighbourhood Planning

Options Considered

The committee needs to agree which of the working parties should continue either as a scrutiny group or task group and what it will expect such groups to achieve.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

11. REPORT FOR DECISION – DEVIZES DRAFT STRATEGIC PLAN

Recommendation

That the committee reviews the draft Devizes Strategic plan and decides how its priorities align with the committee's objectives.

Purpose of the Report

To progress the Council's Strategic Plan by agreeing which elements this committee can deliver.

Background

In 2023 the Town Council started to develop its Strategic business plan which set out a vision not only for the Town Council but also more widely for the town detailing its aspirations up until the year 2027.

During the development of new governance arrangements for the Council, it was agreed that each new standing committee should review the aspirations within the plan and assess which part of the document each committee should lead on delivering. Attached at [[Doc 11/1-16](#)] is a copy of the most recent iteration of the plan.

The plan itself is split into five key priority areas with each of these areas closely following the new committee governance structure set up by the Council. One such priority area is Planning & Development and the plan sets out how the Council has a role to play in how housing impacts on our community. The plan then sets out the following ambitions under this heading.

- **Town Planning and Housing Need**
Whilst the Town Council is not the planning authority and cannot set housing targets, it does have a role to play in how housing impacts on our community, be it an extension or a whole new development. It will achieve this by;
 - Continuing to scrutinise each new planning application that is made in the town
 - Agree a new Neighbourhood Plan which will provide local planning policy on where houses should be built
 - Protect land from development through green space designations
 - Take an active part in the development of Wiltshire Council's Local Plan.





- **Town Centre Design**
As the ways we use our town centres evolve, there will be ever increasing pressure for change; whilst all town centres do need to change over time, such changes need to be managed to ensure they still meet the needs of the community rather than the needs of building owners or operators. To achieve this, we will seek to;
 - Develop a Town Centre Master Plan
 - Review the layout of the Market Place to promote more community use.

- Protection of the heritage and built environment
Devizes has many historic buildings and local landmarks which provide one of the key characters of the town and whilst some are fine examples of architecture in their own right, there is also the overall street scene and how buildings work with each other; therefore, any change has to be carefully monitored and managed.

To do this, we will;

- Be mindful of the Council's responsibility to embrace both the past and future when considering planning applications
- Commit to keeping all historic properties in the town's ownership in good order and ensure any tenants fulfil their responsibilities
- Preserve, protect, and where possible enhance, non-designated cultural and heritage assets (such as the Crammer).

To help deliver the Council's ambitions around Planning & Development the Council has set the following specific objectives.

-  Develop a master plan for the Crammer that will both protect its heritage value and improve it as a wildlife feature.
-  Develop a Devizes' housing style for planners to include design attributes that include sustainability, adequate vehicle parking and work from home functionality.
-  Investigate, cost and detail a programme of refurbishment and repair of the Council's commercial properties.
-  Prepare a list of those non-designated areas and buildings that the Council would wish to preserve and protect.

Options Considered

The committee is asked to consider if the priorities and projects set out in the draft strategic plan meet this committee's own ambitions, and if there are any additional strategic ambitions and projects it would wish to add to the document. In addition, the committee needs to agree if all the strategic priorities set out in the planning and development section of the plan should be delivered by this committee or if there are elements that would fit better within the remit of other committees.

Likewise, the committee also needs to consider if priorities set out in other sections of the plan would more aligned to the responsibilities of this committee.

Implications and Risks

Financial and Resource Implications

Officers are unaware of any financial or resource implication for the Council associated with this decision

Legal Implications and Legislative Powers

The Council will be considering this matter under its General Power of Competence

Environmental Implications

Officers are unaware of any environmental implication for the Council associated with this decision.

Risk Assessment

Officers are unaware of any risk implication for the Council associated with this decision.

Crime and Disorder

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder Act 1998.

12. PLANNING COMMITTEE FORWARD PLAN 2024-25

The Planning Committee forward plan is attached at [\[Doc12/1\]](#)

13. QUESTION TIME

A short time is allowed at the discretion of the Chair for councillors to ask questions on matters which are not on the current agenda but which are related to matters which have been previously discussed on an agenda relevant to the committee.

At least 24 hours' notice must be given to officers of the intended question. All other matters should be raised on an agenda and the request should be submitted through the Town Clerk



TOWN CLERK

Devizes Town Council
PLANNING COMMITTEE

Committee Members :

DOC5/1

DOC5/1 . PL/2024/04630 Plot Ref :- Type :- FULL
Applicant Name :- Burry Date Received :- 28/05/2024
Parish :- Roundway Date Returned :-
Location :- Unit 15, Glenmore Agent
Business Ctr
Waller Road
Devizes
Proposals :- Addition of 3x first floor windows to the north (1) and east (2)
elevations
Observations :-

DOC5/1 . PL/2024/04711 Plot Ref :- Type :- LISTED
Applicant Name :- Mr A Mohamadi Date Received :- 04/06/2024
Parish :- North Date Returned :-
Location :- Boss Barbers Agent
16a Maryport Street
Devizes
Proposals :- Proposed replacement of existing signage, provision of barber's
pole and redecorate part of front elevation
Observations :-

DOC5/1 . PL/2024/04871 Plot Ref :- Type :- TREE CONS
Applicant Name :- Mr Tony Snooks Date Received :- 30/05/2024
Parish :- North Date Returned :-
Location :- 4 Albert Terrace Agent
Bridewell Street
Devizes
Proposals :- Removal of conifer to ground level
Observations :-

DOC5/1 . PL/2024/04978 Plot Ref :- Type :- TPO
Applicant Name :- Hunter Date Received :- 06/06/2024
Parish :- North Date Returned :-
Location :- 5 Henman Close Agent
Devizes
Proposals :- T1 Horse Chestnut - Part of TPO group E/196 (13 merged): 2-3
metre overall canopy reduction, back to the previous pruning
points. The tree has been historically managed with similar overall
canopy reductions, we are looking at repeating the work
Observations :-

Link to Plan ../[04630](#)

Link to Plan ../[04711](#)

Link to Plan ../[04871](#)

Link to Plan ../[04978](#)

PLANNING COMMITTEE
18th June 2024

Doc5/2

Planning Applications										
Next Planning meeting	18 June 2024	Today's date - 11 June 2024								
Application	Type	Property	Description	Date to members	Decision date		TC Decision	Comment	Outcome to WC Planning	
PL/2024/04551	Full Planning Application	ROUNDWAY HOUSE, ROUNDWAY PARK, DEVIZES, SN10 2EG	T1 twin stem Ash tree on the plan attached is in poor condition with heavy lean over the garden , the tree is hollow at the base Two small ash T2 & T3 trees adjacent to T1 are also showing signs of Ash Die Back and are to be removed which on site to prevent future failure	22/05/2024	10/06/2024	Send comments before decision date	Support	T1 SHOULD BE FELLED AS IT LEANS OVER A BUNGALOW. T2 & T3 ARE SHOWING SIGNS OF ASH DIE BACK AND SHOULD BE REMOVED TO STOP THE SPREAD OF ASH DIE BACK	05/06/2024	
PL/2024/04287	Prior Approval Part 3	14A ESTCOURT STREET, DEVIZES, SN10 1LQ	Prior Approval Part 3, Class MA - Remove office status on ground floor (last use was in 2010 as Labour Party Office). Purpose is to make the whole property residential only, so family home is on ground, 1st and 2nd floors	22/05/2022	13/06/2024	Send comments before decision date	Support	Blank	05/06/2024	
PL/2024/03901	Removal / Variation of Conditions	Folly Road Brewhouse, Folly Road, Devizes, SN10 2HT	Variation of condition 2 (approved plans) on PL/2021/11727 - Specifically, the layout, amount and appearance with respect to parking, cycle and bin storage and location of the de-shiving hut differ to what has been approved	22/05/2024	13/06/2024	Send comments before decision date	Support	Blank	05/06/2024	
PL/2024/04209	Full Planning	Unit 1B, Hopton Industrial Estate, London Road, Devizes	Retention of replacement cladding of commercial building, including additional rooflights. Erection of guard rails and exclusion netting to roof	22/05/2024	13/06/2024	Send comments before decision date	No Objection	Blank	05/06/2024	
PL/2024/00213	Household	FYFIELD, DREWS POND LANE	Removal of existing garage and replace with a single story extension and a front porch extension	22/05/2024	10/06/2024	Send comments before decision date	Object	Object over development	10/06/2024	

PLANNING APPLICATIONS WHICH WILTSHIRE COUNCIL HAVE EITHER
GRANTED OR REFUSED PLANNING PERMISSION

Reference	Details	Applicant	Dezives Town Council Response	Granted or Refused
PL/2024/02245	Change of use of land to residential curtilage and retrospective permission for garden room – at Secret Valley, 35 The Fairway	Mr Matthew North	No objection, 02/04/2024	Refused, 13/05/2024
PL/2024/03383	Pine tree – fell; 2x Sycamore trees – 30% reduction back to previous points; Beech tree – 1m reduction on extended side. At 9 Pinetum Close	Mr Maxwell Bishop	No objection, 16/04/2024 – but requested that Wiltshire Council ensures the felled trees are replaced with appropriate replacements.	Granted, 14/05/2024
PL/2024/02640	Remedial works to a section of collapsed ceiling within the cellar of the property – at 9 Wyatt Court, Thomas Wyatt Road	Aster Property Management	No objection, 02/04/2024	Granted, 15/05/2024
PL/2024/03759	Remediation and reinstatement following collapse or partial collapse of ceilings within the cellar of the property – at 7 Wyatt Court, Thomas Wyatt Road	Aster Property Management	No objection, 14/05/2024	Granted, 30/05/2024
PL/2024/03542	Roof repairs – at Town Hall	Mr Ian Wodecki	No comment, 14/05/2024	Granted, 24/05/2024
PL/2024/03939	Proposed single storey extension – at 85 Broadleas Park	Mr & Mrs A & J Roberts	No objection, 21/05/2024	Granted, 07/06/2024

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Draft Strategic Plan 2023 to 2027

Foreword by the Mayor

As Councillors and Council officers over the coming years review this strategic plan, I would ask them to consider that it was prepared jointly by all parties as a best for Devizes ambition, with specific purposes in mind as listed below and financially refined aspirations. These attributes and necessities have directed and formed its content.

I have listed below the reasons why we have prepared a strategic plan, but to future Councils I would suggest that the best plans and future management direction (in my opinion) build on what has already been achieved or started.

There will always be a need for flexibility in order to respond to immediate circumstances. However, reinventing the wheel and about-turns are wasteful and disconcerting to those we represent - one of the reasons we have permanent Council staff whilst us Councillors come and go.

This strategic plan reflects the thoughts of a Council as of the Spring 2023 and of course the attitudes, pressures and concerns of that time.

Please bear this in mind as a starting point when you consider this strategic plan and why we have one.

Which are:-

- To be used as a tool to test against resident's views as to accuracy of direction and emphasis.
- To provide meaningful planning continuity from one Council to another
- To reflect the aspirations of residents as understood by the Council at that time.
- To provide a benchmark for future Council's projects and plans
- To direct Council officers as to the project plans the Council wants prepared, so oven-ready projects can be promptly and easily presented for government and county funding when it is offered.
- To provide the town clerk with a clear view of what the Council would like to achieve – even if not financially possible at the time.
- To provide Council officers with a long-term vision that they should financially plan to achieve.
- So that Council officers and Councillors are able to deliver the plan, and where they cannot to consult and persuade those bodies that can.

Introduction

Devizes Town Council sits at the heart of our community and works in partnership with residents, stakeholders and statutory services to make Devizes a great place to live, work and visit.

Devizes is the largest market town in Wiltshire without a railway station and bus service provision to other local towns which is not always seen as sufficient. As Devizes has a large rural hinterland this has often led to a reliance on personal vehicles to access the town which can contribute to congestion and deterioration in air quality. There is also an identified need for better, safer, cycle and walking routes both in the town and connecting to local communities such as Bishops Cannings and Rowde.

The revised strategic plan for 2023-2027 is in two parts and sets out how the Council sees itself developing as an organisation over the 5-year period and then goes on to set out some measurable goals by which it will use to monitor the success of the ambitions the Council has set itself.

Like any organisation, Devizes Town Council recognises it needs to grow and adapt if it is going to remain an effective and relevant organisation.

The vision for Devizes is to create stronger, more resilient communities through active participation, greater transparency, proactive management of the public realm and better communication. The Council's Strategic Plan for 2023 – 2027 will build on the work undertaken in 2018 -2023 and will enable our community to understand the ambitions of the Council and measure its performance against those ambitions.

Devizes has a strong sense of community with a wealth of local events and organisations that are widely supported; however, like all communities, Devizes faces some real challenges and without a vision and a plan about how these are going to be met then these challenges will simply perpetuate and grow.

The ambitions set out in corporate strategy 2023-2027, will be monitored and tested through all decision making and each decision will need to demonstrate how it contributes to the Council's overall strategic plan.

Heads of services will be managing individual actions and will report progress back to Council every six months. The plan will also be available on the Council's website with updates as they occur.

Delivering Positive Change

Review of 2018 – 2023 five-year plan

The 2018-2023 plan set a very clear vision for Devizes that would continue to embrace change, which makes it an attractive place to live, encourage business growth, providing enhanced opportunities to work in the Town and to maintain and promote its cultural and heritage identity, making it a great place to visit.

At the time the plan was made, there was no expectation that a global pandemic would so significantly change priorities for the way we live and the needs of our community. The adopted plan set out a number of objectives for the local economy, community and public service provision.

Many of the challenges the town faced back in 2018 are relevant today and whilst the plan delivered on its objectives, this should be seen as a stepping stone for future plans to ensure that the Town Council continues to be effective as the town grows to meet the changing needs of its community.

In 2018 the Town Council set out the three following core objectives, which underpinned the strategic plan.

Economic Opportunities

The Town Council believes that as Devizes grows, opportunities for employment should also grow, ensuring that those who wish to work and live in the Town can do so.

Initiatives such as better access to the rail network, development of incubator units and attracting a skilled workforce to the town will help, but also support the high street. Initiatives to increase footfall will be essential.

Community Opportunities

Devizes has a strong tradition with a sense of place, which is reinforced by the knowledge that many people settle here for many years, enjoying the

extensive range of activities the Town has to offer. However, for this to be sustained, there needs to be sufficient and appropriate housing.

Public Service Opportunities

As the Town grows, as it inevitably will, it is vital that the delivery of public services can adapt to meet changing demands. Centralisation of services at a local level will support this, providing a chance to deliver them effectively and efficiently but with sufficient agility to meet sudden or unplanned needs. A programme of serviced devolution from Wiltshire will foster greater accountability for local public service delivery.

Over the plan period, the Council went some way to meet the objectives it has set for itself and the town.

Opportunities to Grow the Economy

In delivering support for a growing local economy, the Council recognised that opportunities for employment should also grow, ensuring that those who wish to work and live in the Town can do so. Whilst during the plan period the pandemic did shift that focus and home working became much more common, initiatives such as better access to the rail network, development of incubator units did still matter. Whilst progress has been slow, the Town Council has supported the work to progress the Gateway station and the employment of a consultant ensured that local needs are represented in all of the plans, which help to move the station ever closer to its final delivery. Supporting the high street has also been an important focus for the Council through enhanced public realm and as we came out of the pandemic, making the town centre an attractive place to meet friends through socially distanced seating areas, helped the local food outlets as well as enhanced public spaces and encouraged shoppers to stay local.

Opportunities for a Stronger Community

Whilst Devizes is fortunate to have a strong local community, the Town Council recognises that this could not be taken for granted and therefore saw opportunities to communicate with local residents more effectively to stimulate meaningful debate. During the plan period the Council employed a community engagement officer who ensures that we now regularly update our community on the Council's activities and ambitions. We have also continued to support the delivery of services that support community wellbeing, such as the provision of the well-used allotment sites, providing good quality spaces for recreation, including a new sporting facility at Green

Lane and the promotion of Council facilities, including Hillworth Park and the Green for partner organisations to stage events that they would not otherwise be able to do.

Opportunities for Developing Services

During the plan period, local services delivered by the Town Council changed significantly, with the Council taking on many devolved services from Wiltshire Council. The Town Council took over responsibility for public open spaces in the town as well as markets and street scene, which ensured that these services could be more responsive to the needs of our community. As part of this process, we have not only been able to raise service standards, working in conjunction with local resident groups, the Council started on its journey to improve the biodiversity in our open spaces through its "Greening Devises" project.

The management of other services such as venues, play areas, the market operation as well as the Council's financial management have also been reviewed through member service reviews to ensure that these services not only continue to meet the needs of the community, they do it in a cost-effective manner.

Setting a Vision for Devises Town Council

Our vision for Devises Town Council will be that by 2027:

"Devises Town Council will seek to be at the heart of local decision making that affects our community whether they are by the Council itself, the principal authority or other services providers, to ensure such decisions support strong community cohesion and that such decisions are truly open so that the Council can demonstrate transparency in all its operations"

In reaching this vision the Council will seek to ensure the following principles are applied;

- Any decision of the Council is sustainable
- That any decision of the Council is in the interest of the wider community

- Stakeholders and community engagement will be central to delivering the Council's objectives
- That the Council will actively engage with other service providers to ensure that they are aware of the community's needs and aspirations.

Setting a Vision for Devizes

The Town Council's vision for Devizes is that by 2027:

"Devizes will have continued to improve as an attractive place to live, encouraging business growth through positive change, providing its community with a strong sense of place."

Over the next five years, the Council will develop and promote policies which support positive change, making Devizes an even better place to live, work and visit.

In developing policies, the Council will identify how any change brings the Town closer to the stated vision, whilst measuring this benefit against environmental, financial or risk implications.

The Town Council recognises that many areas of the Town's development stray beyond its direct sphere of influence, therefore it is committed to working with partners and stakeholders where a joint approach is necessary.

Meeting our ambitions through though future positive change.

To support future positive change to our town, this Strategic Plan has been divided into five key priority areas

People and Community

Serving people and the community sits at the heart of what the Town Council seeks to achieve. How we deliver our services and the support we give to stakeholders and partners influence how each of us feel about the town, and as such the Town Council recognises its responsibilities in how it supports those who live, work in and visit Devizes.

Sustainability and the natural environment

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As pressure builds on land use and with changes to the way we live our lives, the Town Council will work in partnership with stakeholders and partners to protect and improve the environment we live in, in the most sustainable way it can. As such the Town Council recognises its responsibilities to support changes that enhance Devizes for everyone.

Town Centre and Economy

Maintaining a vibrant local economy is essential for the future of our community and Devizes Town Council has a part to play in supporting that through its support of tourism and retail partnerships and delivery of accessible public realm. As such the Town Council recognises its responsibilities to support a culture that focuses on keeping money local.

Planning & Development

Pressure for change through development has never been greater, and as such the Town Council has to plan and use its influence to ensure it does all it can to mitigate unnecessary harm through change. As such the Town Council recognises its responsibilities to manage and protect our build environment for future generations

The Council

There is an expectation that as an organisation the Council is transparent, efficient, responsive and cost effective. As such we need to hold ourselves to the highest standard and have in place policies and procedures that deliver good governance and accountability. The Council also needs to be accessible to all that seek our support.

People and Community

- **Community Safety**

For a community to prosper it is important that residents, businesses, and visitors feel safe and secure. Road safety, crime, and antisocial behaviour are not areas where the Town Council has direct control of potential solutions, but we can play an important role in working with partners, reassuring residents, and ensuring their concerns are heard.

To achieve this, the Council will

- Work with partners, stakeholders and other agencies, to promote local concerns around community safety
- To consider how decisions that the Town Council may make impact on community safety
- Improve communication channels so residents know how to report an issue and ensure effective feedback channels are in place

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- To continue to support the delivery and improvement of the Town Council's CCTV system.
- Health and Wellbeing /Leisure and Sport

Good health and positive mental and physical wellbeing help sustain a strong community. The Town Council plays a key role in promoting good physical and mental health by providing and supporting leisure facilities and engaging with local health and wellbeing initiatives.

To achieve this, the Council will

 - Ensure the management of Hillworth Park, the skate park, play areas and other leisure facilities under the Town Council's control remain as a priority for the Town Council
 - Identify and review opportunities for the development of further leisure facilities as and when they arise, bidding for external funding and using receipts from development funds strategically to develop projects.
 - Actively work with local authority partners, the Leisure Centre, local groups and organisations, to promote good health and wellbeing within our community.
- Active Travel

Encouraging more sustainable methods of travel to school, work and the town centre visits are essential if we are going to help manage air quality in the town and seek to reduce traffic.

To achieve this, the Council will.

 - Work with partners, stakeholders and other agencies to improve cycle routes and safe places to park and leave a bicycle in the town.
 - Work with passenger transport groups to promote and enhance bus services in the town.
 - Through neighbourhood planning, seek to ensure new developments have safe walking and cycling routes into the town centre.
 - Where there is no alternative, encourage the use of electric vehicles over fossil fuels
- Arts Development

Devizes has a rich cultural tradition of producing diverse artistic events through the year. Many of these are undertaken by volunteer or semi-professional organisations who rely on local authority support. We will support arts development by:

 - Maintaining a policy which provides an appropriate level of free use of Council venues for community events

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- o Facilitating the creation of new community events and supporting existing ones through the provision of appropriate advice, guidance, and support
 - o Making provision for an appropriate grants fund to which community events can apply.
- Youth Provision









Whilst Devizes is fortunate to have a good number of clubs, groups, and organisations providing ad hoc activities for young people, it is recognised that since a change in focus towards funding youth provision by principal authorities, services which were traditionally provided, such as a formal youth provision such as a physical youth club are no longer available. This has resulted in gaps in youth service provision, which has unfortunately given some young people the perception that those in authority have abandoned them.

The Town Council believes that ensuring the needs of our whole community are addressed is extremely important and there is an identified need for a greater focus on younger people.

To address this, we will:

- o Maintain a focus through an appropriate committee, to identify opportunities for youth provision in Devizes. This may include the allocation of funds and resources as seen appropriate.
- o Work closely with local groups, other local authorities, and relevant experts, to ensure that any youth provision in Devizes is appropriate and meets the needs of the community.
- o Proactively pursue youth funding from the local authority, central government, and others to ensure any identified new opportunities and existing provision is well resourced.

To help deliver the Council's ambitions around people and community the Council has set the following strategic projects:

-  Work with sports clubs to enhance access to a variety of sporting options in the town
-  Upgrade local play areas to ensure that local communities have access to good quality facilities
-  To develop a youth outreach programme
-  Provide a safe space for young people to gather and enjoy
-  Provide a countryside park within walking distance of the town.
-  With partners, create a calendar of weekend cultural and activity events in the Market Place
-  Promote the creation of safe cycle and walking routes into the town centre from outlying areas
-  Create a circular tourist themed walkway around the town.

Sustainability and the Natural Environment

- **Transport links**

The Town Council has little direct involvement in the provision of new transport links, however, it does play a key advocacy role in ensuring that the proposed provision meets the town's needs and facilitating the town's input into consultations and planning.

To achieve this, we will:

 - o Actively support the project to deliver a Devizes Gateway Railway Station through appropriate funding and facilitating consultation and data gathering exercises;
 - o Through Neighbourhood Planning, promote the provision of cycling, walking, and public transport infrastructure;
 - o Ensure the town is well represented during development of Wiltshire Council's Local Transport Plans and relevant consultations.

- **Improved biodiversity**

Whilst the town has a large rural hinterland, development over successive years has significantly reduced the number of green spaces within the town centre. Increased development on the edge of the town has also pushed the urban environment closer to the rural edge. To this end the Council will look to:

 - o Work to reduce the loss of wildlife habitat through its own actions and ensure that habitat loss is a key consideration during the planning process;
 - o Improve biodiversity within the town's urban environment on Council land and encourage others, through community groups, to play their part in creating urban biodiversity;
 - o Increase the number of trees within the town centre and residential areas through the Council's Greening project;
 - o Review the way we manage some open spaces and create management plans which promote wildlife habitats.










- **Carbon Natural**

The Council recognises that it fulfils two roles in the drive to reduce carbon emissions and tackle the climate emergency. The first is to provide leadership, help, and advice, to the community in order to help them make positive choices and the second is to commit to reducing its own carbon footprint ensuring that all relevant strategic and operational decisions are taken with their potential environmental impact at the forefront. To this end the Council will:

 - o Carry out a carbon audit and develop and maintain a sustainability policy;

- o Work as a partnership with stakeholder and the community to raise awareness and promote carbon reduction initiatives;
 - o Produce a biodiversity and Sustainability strategy for the town.
- Community Environmental Projects
There are many community groups in Devizes who have environmental projects at their heart. Devizes Town Council feels that supporting and encouraging community projects should always form a core part of its strategic plan.
To achieve this, we will:
 - o Engage with local community groups and support them in their aims wherever appropriate;
 - o Provide help and practical advice wherever practicable;
 - o Develop opportunities for the community to take part in that which will contribute to health and wellbeing.

To help deliver the Council's ambitions around people and community the Council has set the following strategic projects.

-  Develop an environmental plan for
 -  Active travel through enhanced cycling and walking infrastructure
 -  Improving biodiversity through better management and protection of green infrastructure
-  Increase efficiency of Town Council buildings
-  Reduce carbon output from the delivery of Council services
-  Seek to provide a greater number of EV charging points in the town
-  Investigate a community UV electric generation scheme.
-  Provide rental allotment style leisure plots (European style) for those without gardens.
-  Facilitate a household goods repair centre in the town.

Town Centre and Economy

- Employment
Many people who live in Devizes commute to other towns to work or take advantage of modern working practices such as blended working where part of the week is spent in an office and part working from home. To this end it is important that both physical and digital communications in Devizes allow them to do this. The Town Council is also committed to supporting businesses who either chose Devizes as their base to start a new business or grow an existing one.

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To achieve this, we will:

- Through the planning process demand faster connectivity through FFTP to improve broadband speed and support home working .
 - Work with planners to support homes with dedicated work spaces
 - Work with land owners and planners to seek further employment land opportunities
 - Support the delivery of the Gateway Station that will encourage inward investment.
- Working with local business
As the Town Council we serve the whole community of Devizes and as such we have a duty to listen and support local enterprise either directly through the way we manage our services or as lobbying voice on their behalf. To achieve this, we will:
 - Meet and work with local business groups
 - Provide central support where a coordinated response to a problem is needed
 - Hold business community events to make it easier for local enterprise to connect with the Council
- Town Centre Plan
The look and design of the towns centre has a huge impact on the first impression visitors to the town may, have as well as contributing to how the residents and regular users of Devizes feel about living, working, and shopping here. Public realm also has an important part to play in safety and security as well as ensuring barriers to access for all are removed wherever possible.
To achieve these aims we will:
 - Ensure that all existing public realm items owned or controlled by the Council, such as bins, benches, etc, are suitable and well maintained
 - Carry out a regular audit of street furniture to identify barriers to access and opportunities for change.
 - Regularly review street cleaning schedules and ensure that the level of service provision matches the needs and reasonable expectations of the town
- Tourism and Visitor experience
With its wealth of heritage, tourism forms a significant part of the town's economy and as a Town Council we recognise the importance of developing partnerships with agencies and stakeholders to promote the town.
To achieve, this we will:

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- Work with tourism groups to help achieve national advertising
 - Support local tourism initiatives
 - Use Town Council resources to promote the town.
 - Develop Town Council-led events that encourage people to visit the town.
- **Markets**

Devizes has a strong market heritage, whether it be the regular weekly outdoor market, farmers' markets, the diverse selection of goods for sale in the lower Shambles Hall or providing start up business opportunities in the upper Shambles units. The market is an important element of the towns retail sector and trading character.

To achieve this we will continue to;

 - Maximise occupancy of the outdoor Market
 - Work with traders to promote the market to increase footfall at both the Outdoor and Indoor Markets, helping their vibrancy, engaging them to serve the needs of customers and acting as a gateway to the town's other shopping areas.
 - Look for market opportunities on other days that that complement the towns retail experience.

To help deliver the Council's ambitions around people, Town Centre and Economy, the Council has set the following strategic projects.

-  Update and upgrade the Shambles to ensure the building is energy efficient and flexible space so that it can deliver an excellent market experience for future generations.
-  Whilst retaining its function as a marketplace, to make the Market Place more community friendly and usable by the public.
-  Provide an online tourist information website linked to local businesses and services.
-  Seek to have more management control of the town's car parks by developing and offering a franchise arrangement from Wiltshire Council.
-  Working with partners to develop camping aires in one of the town centre car parks.

Planning & Development

- **Town Planning and Housing Need**

Whilst the Town Council is not the planning authority and cannot set housing targets, it does have a role to play in how housing impacts on our community, be it an extension or a whole new development. It will achieve this by;

 - Continuing to scrutinise each new planning application that is made in the town

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- Agree a new Neighbourhood Plan which will provide local planning policy on where houses should be built
 - Protect land from development through green space designations
 - Take an active part in the development of Wiltshire Council's Local Plan.
- **Town Centre Design**

As the way we use our town centres change, there will be ever increasing pressure for change and whilst all town centres do need to change over time, such changes need to be managed to ensure they still meet the needs of the community rather than needs of building owners or operators. To achieve this, we will seek to;

 - Develop a Town Centre Master Plan
 - Review the layout of the Market Place to promote more community use.

- **Protection of the heritage and built environment**

Devizes has many historic buildings and local landmarks which provide one of the key characters of the town and whilst some are fine examples of architecture in their own right, there is also the overall street scene and how buildings work with each other; therefore, any change has to be carefully monitored and managed.

To do this, we will;

- Be mindful of the Council's responsibility to embrace both the past and future when considering planning applications
- Commit to keeping all historic properties in the town's ownership in good order and ensure any tenants fulfil their responsibilities
- Preserve, protect, and where possible enhance, non-designated cultural and heritage assets (such as the Crammer).

To help deliver the Council's ambitions around Planning & Development the Council has set the following specific objectives.

- 🏰 Develop a master plan for the Crammer that will both protect its heritage value and improve it as a wildlife feature.
- 🏰 Develop a Devizes' housing style for planners to include design attributes that include sustainability, adequate vehicle parking and work from home functionality.
- 🏰 Investigate, cost and detail a programme of refurbishment and repair of the Council's commercial properties.
- 🏰 Prepare a list of those non designated areas and buildings that the Council would wish to preserve and protect.

The Council

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- **Open and transparent decision making**

As an organisation the Town Council is required to make many decisions, many of which impact on the community that live and work in the town. On occasion such decisions will not be universally supported, therefore the Council will ensure, where it can, the background to any decision is published.

To achieve this, we will:

 - Publish our agendas and minutes on the Council website, ensuring they are accessible and easy to find;
 - Encourage attendance at Town Council meetings which are open to the public, ensuring that all reasonable measures are taken to remove potential barriers to attendance;
 - Use all methods of communication open to the Council to effectively and proactively communicate messages, events, and information relevant to residents;
 - Hold regular surgeries and roadshows where community representation can be heard.

- **Efficient and cost effective**

The majority of the funding the Council spends comes through the collection of Council Tax and therefore it has an important duty to ensure that any expenditure provides best value. To achieve this, it will;

 - Maintain efficient, relevant, and appropriate accounting practices and make all appropriate information available to public scrutiny in accordance with the law
 - Have a financial review function consisting of both officers and elected members, monitoring performance against budgets set by the Council;
 - Have in place policies and procedures that promote transparency and are reviewed regularly.

- **Public Services**

The Town Council delivers a range of public services to the community, most of which are free at the point of delivery. These services help support many local stakeholders and enrich the culture and heritage of our town. In delivering these services the Council seeks to ensure that;

 - Where possible barriers are removed for their use and wherever possible make them equally accessible to the whole community.
 - They meet an identified need of the community, which is assessed through consultation, user surveys and open governance.
 - They are effectively managed and undertaken to a high standard, through a skilled and well-trained work force.





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- That they provide value for the community.

- Ambitions
As a Council we have an ambition to continually enhance Devizes as a great place to work, live and visit, but that interpretation has to be based on community need and expectation and therefore to achieve this, it will;
 - Regularly consult with the community and stakeholders to keep abreast of concerns and challenges they feel the Town Council should be addressing.
 - Development of a Strategic Plan where its ambitions are endorsed by the community.

- Work with neighbouring parishes and stakeholders
Working collaboratively, economically and smartly by sharing information and skills is essential to limit any duplication of effort and to develop a more cohesive approach to problem solving. To do this, we will;
 - Have representation on a wide selection on local organisations
 - Invite interested parties to help the Council deliver specific objectives
 - Have representation at community meetings.

To help deliver the Council's ambitions, it has set the following specific objectives:

-  To put in place a regular series of resident consultations around this strategy using consultation software
-  To prepare where appropriate oven-ready plans from the strategic plans for possible funding applications
-  Continue to work with surrounding parish Councils regarding integration
-  To hold regular 'meet your Council' pop ups.

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PLANNING COMMITTEE FORWARD PLAN 2024-25

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Meeting Date	Task	Task Decision	Further actions	Task RAG
21 May 2024				
	Agree Chairman	Cllr Ormerod	None	
	Agree Vice Chairman	Cllr Woodridge	None	
	Planning Observation Noted	Submitted to Wiltshire Council	None	
	Proposed Traffic Regulation Order	Comment submitted to Wiltshire Council	Officer spoke to WC officers about space by junction who confirmed that are in line with highway code	
	Traffic Island Lighting	Form submitted to LHFIFG	None	
	Speed analysis Task group	Group set up to review metro counter data	Group met, to report back to committee	
18 June 2024	Planning Matters			
	Victoria Rd Report			
	Speed analysis report			
	20mph zone feedback			
	Working parties / task groups			
	Strategic Plan			
16 July 2024				

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10 September 2024	Waiting restrictions review for 2025			
8 October 2024				
5 November 2024				
3 rd December 2024				
17 December 2024				
7 January 2025				