

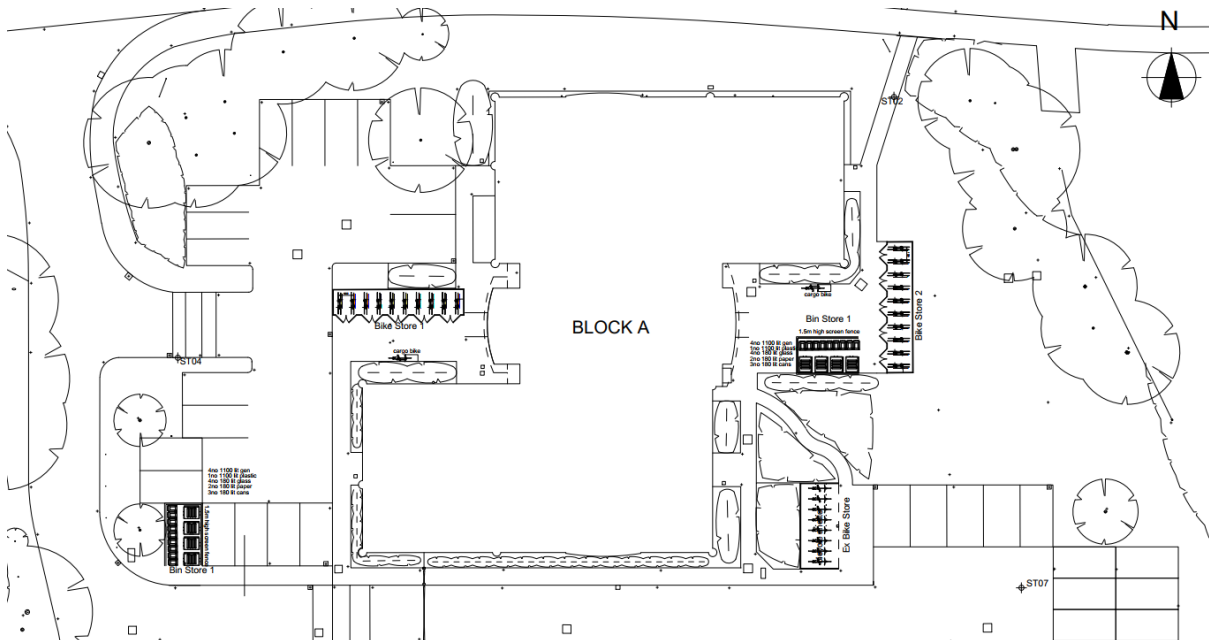
APPLICATION FOR FULL PLANNING PERMISSION (MINOR DEVELOPMENT) CASE OFFICER REPORT

APPLICATION REFERENCE:	PL/2026/04850
APPLICATION TYPE:	Full planning permission
SITE ADDRESS:	Green Square Group, Methuen Park, Chippenham, SN14 0GU
DEVELOPMENT DESCRIPTION:	The erection of cycle and refuse storage facilities and associated works
RECOMMENDATION:	Approve

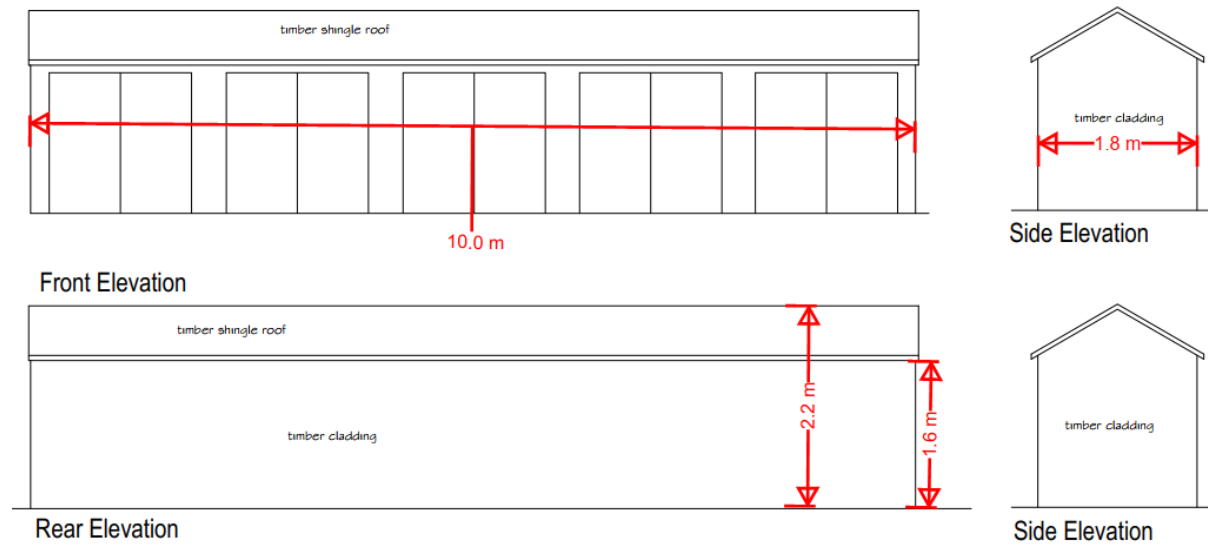
PROPOSAL

Planning permission is sought for the provision of ancillary cycle and refuse storage facilities to serve the existing office building at Green Square Accord, Methuen Park, Chippenham. The development comprises the installation of two cycle stores and two refuse storage areas within the existing site, together with associated external works.

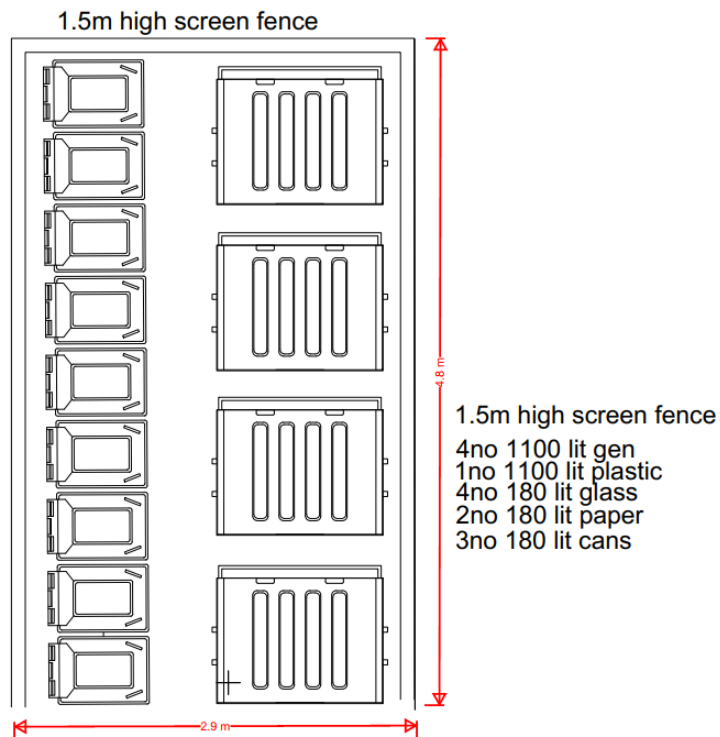
The proposed works are located within the existing curtilage of the office building and do not involve any extensions to the building, alterations to the established use of the site, or changes to the existing vehicular or pedestrian access arrangements. No additional development or changes of use form part of the current application. Below – extract of proposed site plan.



The application has been submitted to provide dedicated cycle and refuse storage facilities to support the ongoing operation of the existing office use. The cycle stores are proposed as timber structures with secure access and internal Sheffield stands. Below – extract of submitted cycle store elevations – dimensions added by case officer:



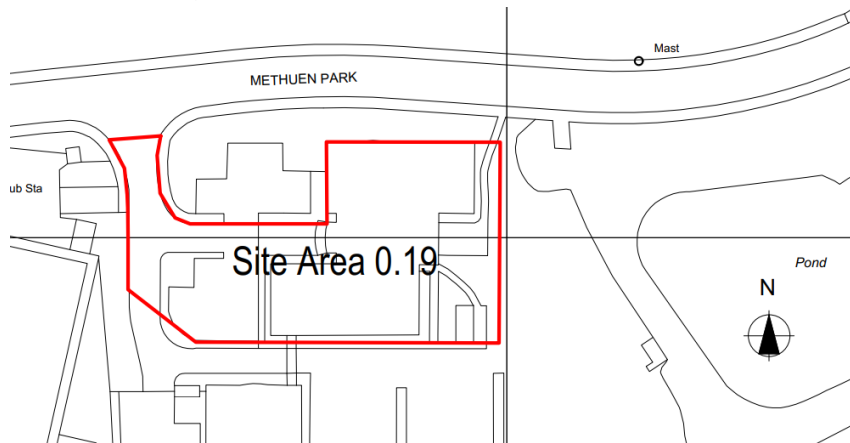
The refuse storage areas would comprise enclosed bin storage areas screened by 1.5 metre high fencing. Below – extract of submitted typical bin store details, dimensions added by case officer:



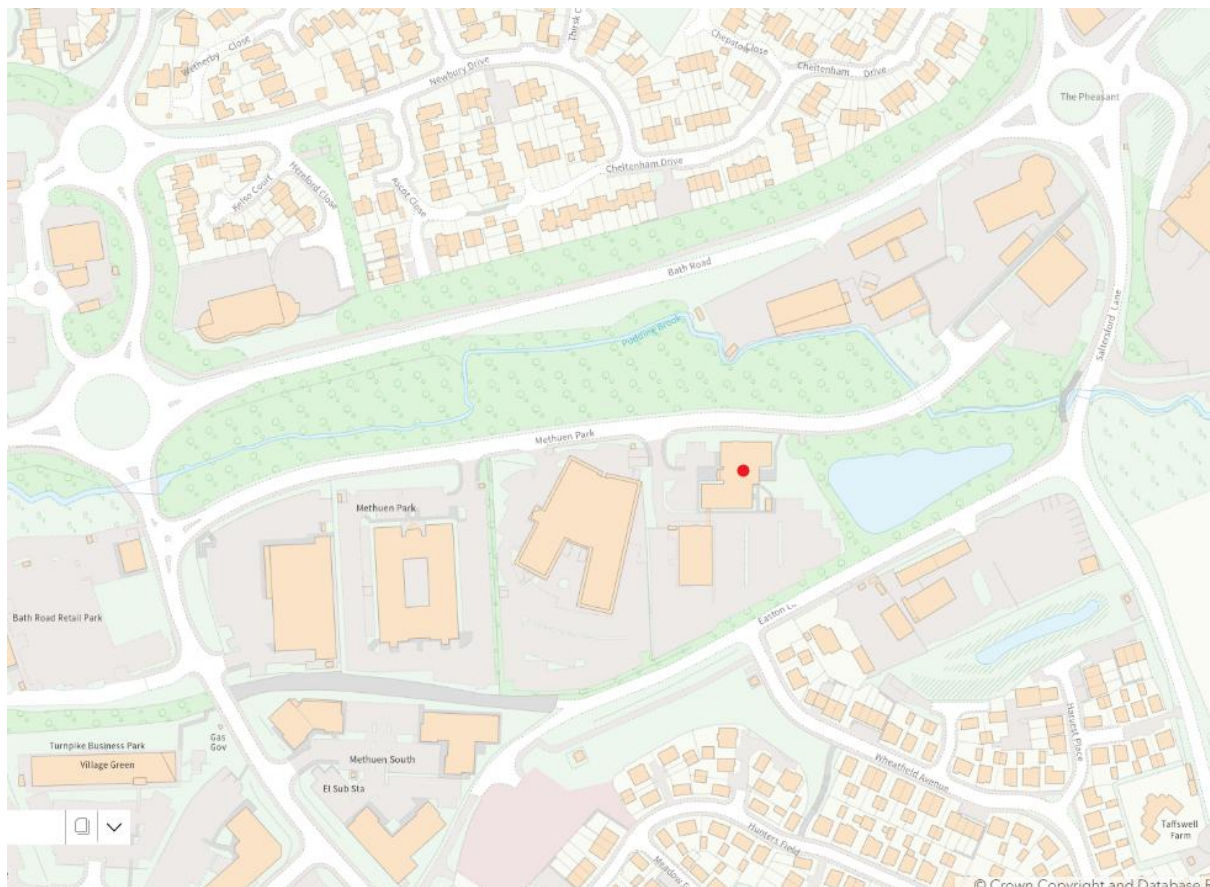
Note that during the life of the application revised plans were submitted to address objections raised by Cycle Chippenham (and echoed by the town council). This report is based on the amended plans.

SITE DESCRIPTION/CONTEXT

The application site comprises the existing Green Square Accord office premises at Methuen Park, Chippenham – outlined in red on the extract of the submitted site plan below. The site includes the existing office building, associated parking, access arrangements and external servicing areas. It is served by an existing vehicular and pedestrian access arrangements from Methuen Park, north of the site:

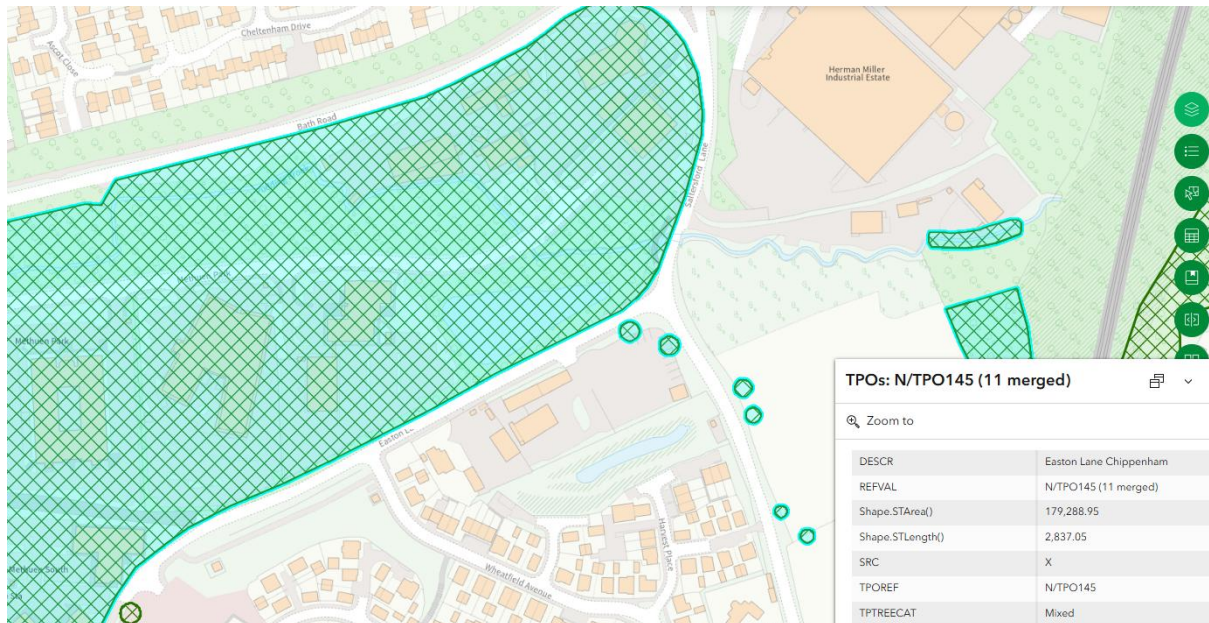


The site is located within the established built-up area of Chippenham, and whilst the area immediately surrounding the site mostly comprises commercial and employment uses, there are residential estates slightly further afield, as can be seen on the plan below (site marked in red). Bath Road Retail Park is some 300m to the west.



In terms of flood risk, the site is located within Flood Zone 1 on the Environment Agency mapping, and the site is deemed as having a negligible risk from groundwater flooding on the Council's SFRA.

There is a blanket TPO145 covering the site. Otherwise there are no ecological, landscape or historical constraints covering the site, and there are no listed buildings in the vicinity.



Below: photographs of the building:



PLANNING HISTORY

Proposal / Summary

N/01/00522/FUL - Full planning permission Decision - Approve with Conditions Date: 3/5/2001 – EXTENSIONS TO DEPOT TO PROVIDE STORAGE

17/11352/FUL - Full planning permission Decision - Approve with Conditions Date: 25/1/2018 – Proposed conversion of existing depot building into office accommodation including the construction of a new first floor, demolition of existing extension and the provision of existing parking spaces.

PL/2026/05133 - Prior Approval Part 3, Class MA: Commercial, business and service uses to dwellinghouses – Proposed Change of Use from Offices (Use Class E) to Residential Dwellinghouses (Use Class C3) (to create 30 units) under Class MA of the

Town and Country Planning (General Permitted Development) (England) Order 2015 (As Amended)

N/08/01264/FUL - Full planning permission Decision - Approve with Conditions Date: 31/7/2008 – Erection of Permanent External Smoking Shelter (Free Standing)

Note that PL/2026/05133 is, at the time of writing, still under consideration. The applicant has confirmed that the planning application which is the subject of this report (PL/2026/04850) has been submitted to serve the existing Class E office use and should be assessed on that basis. Whilst the proposed cycle and refuse storage has also been designed so that it could serve the proposed residential conversion under the separate Class MA application PL/2026/05133, the current application is not dependent on that proposal and is capable of being justified independently in relation to the existing lawful use.

RELEVANT POLICIES AND GUIDANCE

Development Plan

The development plan for Wiltshire comprises the *Wiltshire Core Strategy (WCS)* (adopted January 2015) and any made neighbourhood plans, which remains the principal statutory planning document guiding development across the county. In line with Section 38(6) of the Planning and Compulsory Purchase Act 2004, planning decisions must be made in accordance with the development plan unless material considerations indicate otherwise.

Though the development plan is considered as a whole, those parts deemed to be particularly relevant to this application are listed below:

The adopted *Wiltshire Core Strategy (WCS)*, with particular regard to:

- Core Policy 57 Ensuring High Quality Design and Place Shaping;
- Core Policy 60 Sustainable Transport;
- Core Policy 61 Transport and new development

Draft Wiltshire Local Plan

At Full Council on 19 May 2026, the elected members of Wiltshire Council agreed to withdraw the emerging Wiltshire Local Plan. The said Plan has no material weight for the purposes of the application.

In accordance with Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2026, on 30th June 2026 Wiltshire Council published a notice of intention to prepare a new local plan for Wiltshire. The next stage is a Scoping Consultation which commences on 2nd September 2026. This plan is at a very early stage and currently carries no weight for decision making.

Other Relevant Policies and Documents

- Wiltshire Local Transport Plan 2011-2026, adopted 2015 - including the Car Parking Strategy and Cycling Strategy, adopted 2015

- NPPF Policy TR4: Street design, access and parking

ISSUES

The main issues that need to be addressed in this case include:

- Whether the development is acceptable in principle
- Whether the scheme constitutes high quality design
- Whether the scheme would have an acceptable impact upon the reasonable living conditions of the adjoining occupants
- Whether the proposal would have a negative effect upon highway safety, including if there is sufficient parking for the proposed development (CP 61 and 64)

CONSULTATION RESPONSES

The views of consultees are material considerations in the determination of the application. However, the decision-maker must exercise their own planning judgement. Where consultees raise concerns or recommend conditions, these have been considered and are addressed within the assessment section of this report.

Chippenham Town Council: Object

“The principle of refuse and cycle stores is welcomed. However, there is concern that the cycle stores as proposed are shown only to accommodate standard bicycles and should also be able to accommodate cargo bicycles and larger bicycles, access to them is tight with a sharp turn, and there is no visitor cycle parking proposed to be provided. As such the Town Council considers a holding objection applicable, until these outstanding cycle store design issues can be resolved.”

WC Highways: Comment

The Highway Officer was initially unable to support the proposal due to insufficient information regarding the existing floorspace and concerns relating to the accessibility and layout of the proposed cycle parking provision. Concerns were also raised regarding accommodation for non-standard cycles and manoeuvrability around one of the proposed cycle stores.

Following the submission of amended plans, the Highway Officer confirmed that the revised layout addressed a number of the previous concerns, including the provision of cargo cycle parking and amendments to the cycle store arrangement. The Highway Officer notes that the proposed spacing of the cycle stands now accords with the minimum dimensions contained within LTN 1/20, although the facilities would still primarily accommodate standard bicycles. It is also noted that the proposed cargo cycle parking would not be secure or covered and therefore would not fully meet the relevant guidance.

Whilst the Highway Officer advises that additional information regarding the existing floorspace would be required to fully assess compliance with the Council's cycle parking standards, it is acknowledged that the proposal would represent an improvement over the

existing situation and would encourage travel by sustainable modes. No objection has therefore been raised.

REPRESENTATIONS

In accordance with the requirements of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended), the application was publicised by way of neighbour notification letters sent to adjoining and nearby properties.

These methods were used to inform interested parties and provide a period of 21 days for comments to be submitted.

Cycle Chippenham raised a detailed holding objection to the original submission. Concerns related to the design and capacity of the proposed cycle stores, provision for non-standard cycles, visitor parking, store security, accessibility and compliance with aspects of LTN 1/20 guidance. Amended plans were subsequently submitted which revised the cycle storage layout and incorporated dedicated cargo cycle spaces.

ASSESSMENT

Section 38(6) of the Planning and Compulsory Purchase Act 2004 states:

"If regard is to be had to the development plan for the purposes of any determination to be made under the planning Acts, the determination must be made in accordance with the plan unless material considerations indicate otherwise."

In accordance with this statutory requirement, this application has been assessed against the relevant policies of the Development Plan, including the Wiltshire Core Strategy (2015) and, where applicable, any made Neighbourhood Plans. Consideration has also been given to the policies of the NPPF (NPPF) as a material consideration in the assessment.

The assessment below considers each of the main issues identified above. Each topic is assessed in turn with reference to the relevant policy context, the evidence submitted, consultee responses, and all other material considerations, before a conclusion is reached.

Principle of Development

The Wiltshire Core Strategy seeks to direct growth towards the most sustainable locations whilst protecting the intrinsic character and beauty of the countryside. The strategy prioritises development within Principal Settlements, Market Towns, Local Service Centres and larger villages.

The NPPF also contains national policies relating to the location of development. Policies S3-S5 distinguish between development within settlements and development in the countryside, support sustainable patterns of growth, and require decisions to have regard to the role and function of settlements, accessibility to services and facilities, and other site-specific considerations.

The principle of development should be assessed having regard to the Development Plan as a whole, the NPPF and all other material considerations. The weight afforded to individual policies will depend upon the nature, scale and location of the development proposed.

The application seeks planning permission for the erection of cycle and refuse storage facilities and associated works within the curtilage of an existing office building in one of the Principal Settlements as identified by the WCS. The proposal is ancillary to the existing lawful use of the site and is intended to improve the operation and functionality of the building through the provision of dedicated cycle and refuse storage facilities. The principle of such development is considered acceptable

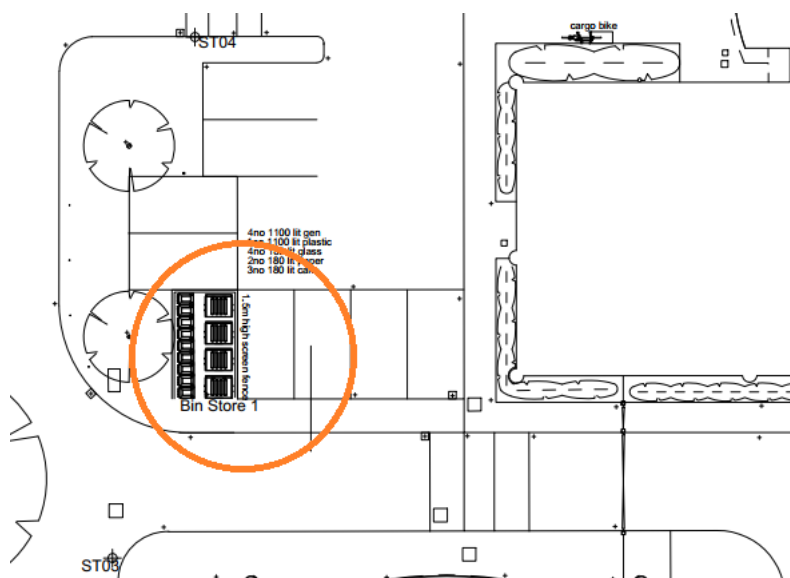
Design and Impact on the Character and Appearance of the Area

Core Policy 57 of the Wiltshire Core Strategy requires development to achieve a high standard of design that responds positively to local character, context and distinctiveness.

Policies DP3-DP4 of the NPPF seek to ensure that development is well-designed, visually attractive, sustainable and responsive to its surroundings. Development should contribute positively to local character, create high quality places and support healthy and inclusive communities.

The proposed cycle stores and refuse stores are modest structures located within the existing developed site. They would be constructed from timber materials and would be positioned within areas already associated with servicing and circulation. Given their limited scale, subordinate appearance and siting within a commercial environment, the proposals would not appear visually intrusive or result in any adverse impact upon the character or appearance of the site or surrounding area. Existing street trees and soft landscaping would provide a modest degree of screening from outside the site. Accordingly, the proposal complies with Core Policy 57 of the Wiltshire Core Strategy.

Consideration has been given to the blanket TPO covering the site. The proposed site plan suggested of the bin stores would be near to a tree.



However the latest digital mapping and photographs taken on site show there is no tree there at present – instead there is an area of cobbles or similar hard landscaping and a bicycle parking space. See circled areas below:



On this basis it is considered that the proposal would not impact TPO trees.

Amenity

Core Policy 57 (Point vii) of the Wiltshire Core Strategy requires development to respect the amenity of existing occupants and ensure appropriate amenity levels for future residents.

Policies DP3-DP4 of the NPPF seek to secure high quality places that promote health, wellbeing and inclusive communities. Policy L2d(ii) of the NPPF requires development to maintain safe access and egress for occupiers and users, and acceptable living standards for residents and neighbours in terms of access to daylight, sunlight, privacy and external amenity space.

The application site is located within an established commercial and employment area and comprises an existing office building and associated parking and servicing areas. Given the limited scale, siting and function, it is considered that the proposed structures would not result in any material adverse impacts in terms of overlooking, loss of privacy, overshadowing, overbearing effects, noise or disturbance.

Whilst residential development has been proposed under a separate (and currently live) Class MA application, that proposal does not form part of the current application and the proposed cycle and refuse stores are being assessed in the context of the existing office use. On this basis, it is considered that the proposal would not adversely affect the amenities of neighbouring occupiers and accords with Core Policy 57 of the Wiltshire Core Strategy.

Highways Impacts and Parking

Policies TR3-TR8 of the NPPF seek to ensure that development is supported by safe, suitable and sustainable transport arrangements. Development should provide appropriate access, promote sustainable travel choices where possible and avoid unacceptable impacts on highway safety and the operation of the transport network.

Core Policies 60-64 of the Wiltshire Core Strategy require development to provide safe access, promote sustainable transport, minimise transport impacts and provide appropriate parking arrangements.

Regard should also be had to the Wiltshire Local Transport Plan, the Council's parking standards and any applicable Local Cycling and Walking Infrastructure Plans (LCWIPs).

Chippenham Town Council and Cycle Chippenham raised concerns regarding the original scheme, including the amount and design of cycle parking provision, provision for non-standard cycles, manoeuvrability, visitor parking and cycle store security.

Following receipt of these comments, amended plans were submitted which revised the cycle storage layout, increased the overall level of provision and incorporated dedicated cargo cycle spaces. The amended proposals were subsequently reviewed by the Local Highway Authority.

The Highway Officer notes that the revised provision does not fully accord with all aspects of LTN 1/20 guidance, particularly in relation to provision for non-standard cycles, and advises that insufficient information in relation to the existing floor area of the offices has been provided to undertake a detailed assessment against the Council's cycle parking standards. However, the Highway Authority further acknowledges that the scheme does represent a betterment

over the existing provision and would encourage travel by means other than the private motor vehicle. The Local Planning Authority attaches significant weight to this professional advice.

Having regard to the scale and nature of the proposal, which relates to ancillary facilities serving an existing office building, it is considered that the amended scheme provides a satisfactory level of cycle parking and refuse storage provision. Whilst it may not fully address every concern raised by third parties, the proposal would deliver a material improvement over the existing situation in terms of cycle parking provision through the introduction of additional cycle storage facilities serving the existing office use. On balance, the proposal is considered acceptable in transport and sustainable travel terms and accords with the NPPF, Core Policies 60 and 61 of the Wiltshire Core Strategy and contributes to the wider aims of the development plan.

BNG

The applicant has confirmed that the development is exempt from the mandatory Biodiversity Net Gain requirements on the basis that it impacts less than 25 square metres of onsite habitat with a biodiversity value greater than zero and less than 5 metres of onsite linear habitat. Having regard to the nature and limited scale of the development, comprising the erection of cycle and refuse storage facilities within an existing developed site, the Local Planning Authority is satisfied that the proposal falls within the de minimis exemption and no Biodiversity Gain Plan is therefore required.

Refuse Storage

The proposal includes dedicated refuse storage facilities located within the site curtilage. The provision of purpose-built refuse storage would improve the organisation and management of waste and recycling associated with the existing office use and is considered acceptable. No objections have been raised in this regard.

PLANNING BALANCE AND CONCLUSION

In reaching a decision, all identified harms and benefits must be weighed in the overall planning balance, having regard to Section 38(6) of the Planning and Compulsory Purchase Act 2004, the provisions of the Development Plan and the NPPF.

The NPPF contains a presumption in favour of sustainable development. Applications should be determined in accordance with the development plan unless material considerations indicate otherwise.

The weight to be afforded to any identified benefits must be considered alongside all other material considerations, including whether the proposal accords with the Development Plan and whether any other policies of the NPPF indicate that development should be refused or that substantial weight should be attributed to identified harms.

Having regard to Section 38(6) of the Planning and Compulsory Purchase Act 2004, the proposal is considered to accord with the Development Plan when read as a whole.

The proposal represents a modest form of development ancillary to the existing office use. It would provide improved cycle and refuse storage facilities, support sustainable travel choices and would not result in any harmful impacts on visual amenity, highway safety or the operation of the site.

Whilst objections were received from Chippenham Town Council and Cycle Chippenham in relation to the original submission, those concerns principally related to the design, capacity and operation of the proposed cycle storage facilities rather than any adverse impacts arising from the development itself. Amended plans were subsequently submitted in response to those comments and the Local Highway Authority has reviewed the revised proposals. Whilst it is acknowledged that the amended scheme does not fully address every point raised by third parties, the Highway Authority accepts that the proposal represents a betterment over the existing situation and raises no objection to the development.

The Local Planning Authority has had regard to all representations received and is satisfied that the amended scheme provides an acceptable level of cycle and refuse storage provision for the existing office use. The proposal is therefore considered to comply with the relevant policies of the Development Plan and the NPPF, and planning permission is recommended.

RECOMMENDATION: That Planning Permission be GRANTED, subject to conditions:

1. FULL PLANNING PERMISSION -COMMENCEMENT 3 YEARS

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. APPROVED PLANS

The development hereby permitted shall be carried out in accordance with the following approved plans:

3942 102D proposed bike store details received 29 Sept 2026

3942 101D proposed site plan received 29 Sept 2026

3942 104A Proposed Bin Store Details received 17 August 2026

3942 103A Location Plan received 3 August 2026

REASON: For the avoidance of doubt and in the interests of proper planning.