



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's **Planning and Highways Committee**,
Councillors: Piers Brown (Chair), Lauren Todd (Vice Chair), Anthony Austin, John Lewer, Phil Proctor, Lester Taylor

All other recipients for information only.

You are required to attend a meeting of the Committee
to be held at 7.00pm on Tuesday 30th May 2017 in the Council Chamber, Shaftesbury Town Hall

For the transaction of the business shown on the agenda below.

Claire Commons

Town Clerk

Members are reminded of their duty under the Code of Conduct

Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions submitted under the Council's Public Participation Procedure.

Members of the public and Councillors are entitled to make audio or visual recordings of the meeting provided it does not cause disruption or impede the transaction of business. Out of courtesy to those present, the Council requests that intention to record proceedings is brought to the Chairman's attention prior to the start of the meeting.

Agenda Item	
01. Apologies	To receive and consider for acceptance, apologies for absence
02. Declarations of Interest and Dispensations	Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2012. The Clerk will report any dispensation requests received.
03. Minutes	To confirm as a correct record, the minutes of the previous meeting of the Committee held on 18 th April 2017.

Agenda Item		
04. Planning Applications		p3
To consider responses to the Planning Applications identified for return to the Planning Authority.		
Report 0517PH04		
05. Tree Applications		p5
To consider responses to the Tree Applications identified for return to the Planning Authority		
Report 0517PH05		
06. Strategic Plan		p8
To consider the detail plans of the Planning and Highways elements of the Strategic Plan.		
Report 0517PH06		
07. Highways and Footpaths		p10
To consider names for the next phase of the Persimmon Homes development on the East of Shaftesbury		
Report 0517PH07		
08. Eastern Development Notice Boards		p11
To consider the purchase of two Council notice boards for siting on the Persimmon development to the East of Shaftesbury		
Report 0517PH08		
09. Officer Report and Future Meetings of the Committee		p16
To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and identify matters for inclusion on the agenda.		
Report 0517PH09		

(End)

**Report 0517PH04 to a Meeting of Shaftesbury Town Council's
Planning and Highways Committee,
to be held at 7.00pm on Tuesday 30th May 2017 in the
Council Chamber, Shaftesbury Town Hall**

Planning Applications

1. Purpose of Report

To consider responses to the Planning Applications identified for return to the Planning Authority.

2. Recommendation

- 2.1. That the Committee provides its observations on the below mentioned applications and any further applications received before the date of the meeting.

3. Background

- 3.1. Shaftesbury Town Council is a statutory consultee which is provided the opportunity to make observations on planning applications within its parish boundary. These observations are reported back to the planning authority in order that it can make an informed decision when determining the applications.
- 3.2. The Committee may request that an application be considered by the planning authority's development management committee if there are matters of particular concern or which would be better considered during debate.
- 3.3. Members are asked to consider for each application shown at **Appendix A**, whether they support the application or object to it. Consideration should be given to matters relating to planning law and also to local knowledge.

More guidance on how to comment on planning applications can be found at <http://www.planninghelp.org.uk/improve-where-you-live/how-to-comment-on-a-planning-application>. Applications can be viewed online at <http://planning.nor-dorset.gov.uk/online-applications/>, or the relevant link in Appendix A.

4. Financial Implications

- 4.1. There are no financial implications arising from this report.

5. Legal Implications

- 5.1. The Council is a statutory consultee on planning applications and is thereby invited to provide observations but does not hold any power to determine the applications.

6. Risks

- 6.1. There are no identified risks arising from this report.

(End)

Report Author:
Barbara Carter
Project Officer

Appendix A.

To include but not be limited to;

[2/2017/0487/FUL – Land East of Captains, Foyle Hill, Shaftesbury SP7](#)

Create new vehicular access. Form car park and 36 no. parking spaces and install 8 No. bollard lights

Applicant: Mr G Lowton

Agent: Proctor Watts Cole Rutter

[2/2017/0785/LBC – Pepperell House, Bleke Street, Shaftesbury](#)

Install 1 No. replacement main entrance door and repairs to stonework

Applicant: Abbeyfield Ltd

Agent: Gary Slater MCIAT

[2/2017/0826/HOUSE - Paddock House Layton Lane Shaftesbury SP7 8EY](#)

Alterations to front elevation, addition of front bay window, rear store and porch with balcony deck over

Applicant: Mr & Mrs Bob Walter

Agent: Proctor Watts Cole Rutter

[2/2017/0685/HOUSE - 26 Burton Close Shaftesbury SP7 8SW](#)

Erect 1 No. two storey extension

Applicant: Mr Simon Baillie

[2/2017/0783/HOUSE - 20 Well Lane Shaftesbury Dorset SP7 8LW](#)

Convert roof space to form additional accommodation

Applicant: Mr And Mrs Collins

Agent: Bell Associates Architectural Planning

**Report 0517PH05 to a Meeting of Shaftesbury Town Council's
Planning and Highways Committee,
to be held at 7.00pm on Tuesday 30th May 2017 in the
Council Chamber, Shaftesbury Town Hall**

Tree Applications

1. Purpose of Report

- 1.1 To consider responses to the Tree Applications identified for return to the Planning Authority
- 1.2 To consider how the town council finds out what works are being applied for and comment in the future, as automatic notification will be ceased by the District Council.

2. Recommendation

- 2.1. That the Committee provides its observations on the below mentioned applications and any further applications received before the date of the meeting.
- 2.2. That the Committee decide whether time should be spent (weekly) searching for new applications on the planning portal, or just to take requests from the tree group on contentious issues.

3. Background

- 3.1. Shaftesbury Town Council is not a statutory consultee for tree applications but is provided the opportunity to make observations on tree applications within its parish boundary. These observations are reported back to North Dorset District Council in order that it can make an informed decision when determining the applications.
- 3.2. Applications for consideration are attached at **Appendix B**, including comments as received from the Tree Group.
- 3.3. Tree applications can be viewed online at <http://planning.north-dorset.gov.uk/online-applications/>, or the relevant link in Appendix B.
- 3.4. Representations from the Shaftesbury Open Spaces Group and the Shaftesbury Tree Group will be invited.
- 3.5. North Dorset District Council have advised that tree work applications will no longer appear in the formal consultation list and comment will need to be made through the public-facing dorsetforyou site, through the North Dorset applications search facility.
- 3.6. There is no statutory requirement for local planning authorities to consult over tree work applications (unlike development control applications where it is written into the legislation), so North Dorset are drawing back from that voluntary, formal arrangement that has been in place in recent years.
- 3.7. Responsibility is now on the electorate / tree group / town council to find out what works are being applied for and comment if they deem necessary.

4. Financial Implications

- 4.1. There are no financial implications arising from this report

5. Legal Implications

5.1. The Council is not a statutory consultee on tree applications but has been invited to provide observations. The Council does not hold any power to determine the applications itself.

6. Risks

6.1. There are no identified risks arising from this report

(End)

Report Author:
Barbara Carter
Project Officer

Appendix B

[2/2017/0695/CATREE – 22 St James Street, Shaftesbury SP7 8HE](#)

T1–T4 – Conifer – Fell, tree management

The Tree Group have no objections

[2/2017/0589/CATREE – 12 St James Street, Shaftesbury SP7 8HA](#)

G1 - Scots Pine - Remove the branches that overhang the boundary into No.10 up to a height of 8-10m. The upper most branches will not be removed so that the shape of the crown is not compromised.

The Tree Group have no objections

[2/2017/0710/CATREE – 12 St James Street, Shaftesbury SP7 8HA](#)

T1 – Lawson Cypress – Fell

The Tree Group have no objections

[2/2017/0706/TPTREE – Stonehaven, Laundry Lane, Shaftesbury SP7 8HP](#)

T1 - Sycamore - Reduce the crown by 2-3m by maintaining the natural crown shape to lessen wind loading at the base. Remove Ivy. Moderate level or risk found to adjacent property.

This tree is listed as T3 under the TPO number 503-2012. See Tree Management Plan dated 20 April 2017 prepared by Nick Baxter for further information and photograph of tree

The Tree Group have no objection to the crown reductions, but the ivy should not be removed during nesting season.

**Report 0517PH06 to a Meeting of Shaftesbury Town Council's
Planning and Highways Committee,
to be held at 7.00pm on Tuesday 30th May 2017 in the
Council Chamber, Shaftesbury Town Hall**

Strategic Plan

1. Purpose of Report

To consider the detail plans of the Planning and Highways elements of the Strategic Plan.

2. Recommendation

- 2.1. That the Committee provides its observations on the below mentioned applications and any further applications received before the date of the meeting.
- 2.2. That the Committee decide whether time should be spent (weekly) searching for new applications on the planning portal, or just to take requests from the tree group on contentious issues.

3. Background

- 3.1. The Committee has identified one area within its Strategic Plan that falls within the responsibility of the Planning and Highways Committee but the breadth of the item is significant.
- 3.2. The Committee should consider creating a task and finish group to break the project down into SMART targets, reviewing the timeframe and priority for each element as well as any external organisations or individuals who may need to or wish to be involved. Below is the overview as identified in the strategic plan.

Project	Project or Programme Objectives	Timeframe	Priority	Other Community Groups	Committee
IMPROVE CAR PARKING IN SHAFTESBURY	<ul style="list-style-type: none"> • Increase number of car parking slots • Decrease cost of car parking • Improve mix of standard, disabled and family parking spaces • Take on Cattle Market as parking facility • STC to take control of parking areas <p>How will it be implemented:</p> <ul style="list-style-type: none"> • Negotiate with NDDC to take on parking areas • Negotiate with NDDC and leaseholders to take on Cattle Market 	In 5 years			P&H

	<ul style="list-style-type: none"> • Look to identify areas that could become parking areas • Identify minimum costing for nil profit operation • Organise good signage <p>Success measured by:</p> <ul style="list-style-type: none"> • When all visitors can quickly find a parking space • When all cars are parked appropriately and safely • No longer need for Traffic Warden <p>Resources:</p> <ul style="list-style-type: none"> • Purchase of Cattle Market lease • Car Park Tax • Contractors to convert cattle Market • Cost of signs • Cost of setting up new car parks • Ongoing running costs 				
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4. Financial Implications

4.1. There are no financial implications arising from this report

(End)

Report Author:
 Claire Commons
 Town Clerk

**Report 0517PH07 to a Meeting of Shaftesbury Town Council's
Planning and Highways Committee,
to be held at 7.00pm on Tuesday 30th May 2017 in the
Council Chamber, Shaftesbury Town Hall**

Highways and Footpaths

1. Purpose of Report

To consider names for the next phase of the Persimmon Homes development on the East of Shaftesbury

2. Recommendation

To recommend names for the next phase of the Persimmon Homes development to North Dorset District Council.

3. Background

- 3.1. The Committee last made their suggestion for road names for the Persimmon Development in April 2017
- 3.2. Persimmon Homes have requested a further four names, due to the fact that more street names may be required. If the site will be developed further in the future, streets that appear to be cul-de-sacs may in fact carry on and it would not be appropriate to continue with the existing street names. They require more approved names than actually needed to ensure that the application is not delayed should a name be considered unsuitable when they carry out further consultation.
- 3.3. Suggestions made by the Committee to Persimmon Homes will be passed to North Dorset District Council for final approval.
- 3.4. A copy of the draft 2016 Street Naming policy was previously circulated to members for their information.

4. Financial Implications

- 4.1. There are no financial implications arising from this report

5. Legal Implications

- 5.1. There are no legal implications arising from this report

6. Risks

- 6.1. There are no identified risks arising from this report

(End)

Report Author:
Barbara Carter
Project Officer

**Report 0517PH08 to a Meeting of Shaftesbury Town Council's
Planning and Highways Committee,
to be held at 7.00pm on Tuesday 30th May 2017 in the
Council Chamber, Shaftesbury Town Hall**

Eastern Development Notice Boards

1. Purpose of Report

To consider the purchase of two Council notice boards for siting on the Persimmon development to the East of Shaftesbury

2. Recommendation

To recommend the purchase of two notice boards and the sites for installation.

3. Background

- 3.1. Following a meeting with Persimmon Homes, it was agreed that the Council may erect two notice boards on the development East of Shaftesbury.
- 3.2. Following consultation with the grounds team, two sites have been identified: one in the play area off Allen Road and one opposite the end of Allen Road in Mampitts Lane. See map in **Appendix C**.
- 3.3. Quotations have been obtained for freestanding noticeboards, and are attached in **Appendix D**.

4. Financial Implications

Street Furniture Budget £10,847 (Earmarked Reserves)

5. Legal Implications

- 5.1. There are no legal implications arising from this report

6. Risks

- 6.1. There are no identified risks arising from this report

(End)

Report Author:
Barbara Carter
Project Officer

Appendix C



Appendix D

NOTICE BOARDS

QUOTATION COMPARISONS

Company	Date of quote	Description	Size			Price excl VAT	Comments
A	11-May-17	3mm thick flat plate aluminium Freestanding Noticeboard - Complimentary Range Aluminium framed display cases Magnetic panels Powder coated to stock RAL colour of choice, front/sides/internally/rear Fully lockable with front faced keys Integral weatherproof seal as standard Left or right hinged as required High impact 2mm thick poly carbonate glazing Vinyl lettering and full colour logos applied to inside blackboard if required 2 x 76mm diameter powder coated grey aluminium posts	1189 x 841 (A0)		£470.00	£505.00	Delivery by courier
				Shaped or flat top powder coated aluminium header boards	£35.00		

			Powder coated posts and/or finials	tba		
			Anti grafitti film to header board	tba		
	<p>3mm thick flat plate aluminium Freestanding Noticeboard - Classic Range Shaped or flat top Vinyl coated background to sock 12 colours (powder coated grey to rear of board) Unlimited vinyl lettering applied to board Full colour logos applied to the board 7 x 76mm diameter, 3m long powder coated grey aluminium posts, supplied with end caps, base plates and stainless steel clips Anti-grafitti film applied to surface of the board Aluminium cases with magnetic back Powder coated to colour of choice, front/sides/internal/rear High impact 2mm or 3mm clear poly carbonate glazing tamper proof allen key security bolts or full access quarter turn locks Integral rubber proof seals as standard Left or Right hand hinged as required</p>	1050 x 850 (2 x A2 poster cases)			£695.00	Delivery by courier

B	11-May-17	<p>Weathershield External Freestanding Showcase with sunken posts</p> <p>Fire rated and shatterproof polycarbonate glazed doors:</p> <p>Double sealed doors comply with IP55 test of dust and water access:</p> <p>Showcase raised on robust aluminium legs finished in grey powder coating:</p> <p>5 frame colours and 4 board colours:</p> <p>1 year manufacturers warranty</p>	780w x 1031h (9xA4)			£440.00	Free Delivery - 25-30 working days
C	11-May-17	<p>AF30 Aluminium Notice Board</p> <p>Silver anodised finish or choice of 5 colours</p> <p>Back panels are galvanised steel with white lacquered finish</p> <p>Lockable doors</p> <p>Plexichoc glazing</p> <p>Reversible hinges and seals</p>	1200 x 750 2 bay	<p>Notice Board - Silver anodised £489.57</p> <p>Notice Board - Powder coated £577.32</p> <p>Signwritten panel per bay £209.04</p> <p>Graffic panel per bay £163.16</p>		<p>£861.77</p> <p>£949.52</p>	<p>Delivery £40.54</p> <p>Delivery £40.54</p>
				<p>Self-healing rubber pinboard £91.97</p>			
D	11-May-17	Premium Seaton Range glazed notice boards and Open Access notice boards (unglazed) in Oak or Aluminium				£235 to £880	Prices on application

**Report 0517PH09 to a Meeting of Shaftesbury Town Council's
Planning and Highways Committee,
to be held at 7.00pm on Tuesday 30th May 2017 in the
Council Chamber, Shaftesbury Town Hall**

Officer Report and Future Meetings of the Committee

1. Purpose of Report

To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and identify matters for inclusion on the agenda.

2. Recommendation

That the Committee notes the date of its next meeting and identifies matters for inclusion on its agenda.

3. Correspondence

- 3.1. Letter of concern regarding the provision of a safe crossing place in the town centre.
- 3.2. Letter of concern regarding the 20mph signs which show 30mph on the reverse, which has knock-on effects on drivers exiting the High Street.
- 3.3. Letter regarding the Community Playing Fields at Langdale Farm. All councillors have received a copy of a letter from Charles Higgins in relation to the Community Playing Fields at Langdale Farm. The Clerk requires direction from the Council in responding to this letter. In considering this, the Committee must be satisfied that it is fully apprised of the information relating to this subject that it might accurately and responsibly reflect the needs and wishes of the town.

4. Updates

- 4.1. An updates paper will be tabled at the meeting.

5. Date of next meeting

The next scheduled meeting of the Committee is 4th July 2017

6. Items for next meeting

- 6.1. The Committee is requested to consider items for inclusion on the agenda for its next meeting in order to provide sufficient time for matters to be researched and reports written for issue with the agenda papers and in turn provide for greater transparency and informed decision making.
- 6.2. Consideration should be given to the purpose of any subject for inclusion, an indication of what is hoped can be achieved by the item will help to focus the report and subsequent debate and avoid general discussion.
- 6.3. Items already noted for consideration and to be prioritised for future Agendas are;
 - Lion's Mouth – investigate possibility of transferring the asset to Shaftesbury Town Council, item identified for discussion by the General Management Committee meeting.

- Heritage Lanterns – Investigate the situation of Bell Street Heritage Lanterns and identify any additional lanterns for transforming to Heritage Style.
- Cycleways – update from working group meetings and identifying next required steps.
- Objectives for the Committee for the next 18 months – 2 years.
- Town Centre Bus Stops
- High Street traffic issues

7. Financial Implications

There are no financial implications arising from this report

8. Legal Implications

The Town Council has the Power of General Competence.

9. Risks

There are no risks arising from this report

(End)

Report Author:
Barbara Carter
Project Officer

26 APR 2017

The Town Clerk
Shaftesbury

Shaftesbury
Dorset
SP7 8

April 24 2017

Dear Madam

I saw one of your colleagues this morning and it was suggested that I put my concerns in writing.

When is the town centre going to get sensible and safe crossing places? At the moment you run the gauntlet where ever you are - the worst place is at the bottom of the High Street. Cars don't seem to know what they are doing and for pedestrians it is a complete nightmare.

The designated crossing points are totally ignored - I assume because there are no road markings.

My other comment was speed limit. Surely the 20 mph should be from the roundabout especially along Salisbury Street. The number of times we have stood at the crossing opposite the school to get to the bus stop and cars have not stopped as they are going too fast.

Shaftesbury is a great place to live full of young people, mothers with children and the elderly all trying to cross in a piece.

I look forward to hearing from you.

Yours faithfully



Shaftesbury & District Chamber of Commerce

<http://www.shaftesburychamber.co.uk> | info@shaftesburychamber.co.uk | [ShaftChamberCom](#) | [ShaftesburyChamber](#) | [lnkd.in/1c19LHy](#)

Claire Commons
Town Clerk
Shaftesbury Town Council
Dear Claire,

26 APR 2017

22 April 2017

20 MPH Zone

While we welcome the speed reduction in the High Street, our members are concerned about the knock-on effects.

The reverse of the 20 mph signs on the edges of the zone advertise 30 mph in very inappropriate places. Drivers who may not know the town may think it safe to travel at up to 30 mph in the residential areas of Angel Lane, Bell Street, the exit to Bimport, Muston's Lane and up Coppice Street. There is grave concern particularly for pedestrians on Angel Lane.

It is our belief that, were there no signs, motorists would drive at a safe speed, whereas the current signs indicates that 30 mph is appropriate, which it clearly is not.

We are not privy to the reasons why the entire town centre was not designated 20 mph although speed signs in the conservation area around Bell Street would not be welcome.

The signs *could* indicate an end to the 20 mph zone rather than advertising 30 mph.

Can we ask the Town Council to express our concerns to the appropriate highways authorities and let us know what can be done to prevent cars driving too fast when exiting the High Street?

Yours sincerely

David Perry

Chair, Shaftesbury and District Chamber of Commerce