

To: Members of Shaftesbury Town Council's Planning and Highways Committee,
Councillors: Lewer (Chair), Taylor (Vice-Chair), Austin, Brown, Jackson, and Proctor

All other recipients for information only.

You are required to attend a meeting of the Committee to be held **at 7.00pm on Tuesday 26th April 2016 in the Council Chamber, Shaftesbury Town Hall** for the transaction of the business shown on the agenda below.

Stephen Holley

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 Tuesday 22 nd March 2016.

Agenda Item	
04. Planning Applications	p3
To consider responses to the Planning Applications listed below, for return to the Planning Authority.	
<ol style="list-style-type: none"> 2/2016/0234/FUL - Kingsettle 1 Grosvenor Road Shaftesbury Dorset SP7 8DP 2/2016/0254/LBC - 26 High Street Shaftesbury Dorset SP7 8JG 2/2016/0276/HOUSE - 6 Oxencroft Shaftesbury Dorset SP7 8EE 2/2016/0278/VARIA - Camelia Cottage Magdalene Lane Shaftesbury Dorset SP7 8BQ 2/2016/0287/FUL - Mampitts Farm Mampitts Lane Shaftesbury Dorset SP7 8PG 2/2016/0289/VARIA - Mampitts Farm Mampitts Lane Shaftesbury Dorset SP7 8QG 2/2016/0312/HOUSE - 25 Fairlane Shaftesbury Dorset SP7 8RT 2/2016/0324/HOUSE - 10 Badger Walk Shaftesbury Dorset SP7 8FY 2/2016/0346/FUL - Ivy Cross Stores Grosvenor Road Shaftesbury Dorset SP7 8DS 2/2016/0361/LBC - Minster House 2 The Commons Shaftesbury Dorset SP7 8JU 2/2016/0362/VARIA - Minster House 2 The Commons Shaftesbury Dorset SP7 8JU 2/2016/0466/LBC - 26 High Street Shaftesbury Dorset SP7 8JG 2/2016/0549/HOUSE - 6 Ratcliffs Garden Shaftesbury Dorset SP7 8HJ 2/2016/0556/LBC - 26 High Street Shaftesbury Dorset SP7 8JG 	
Report 0416PH04 attached	
05. Planning Decisions, Appeals and Enforcement	p8
<ol style="list-style-type: none"> To receive and note the Planning and Appeals decisions To receive a list of Enforcement Cases from the Planning Authority and to consider any other matters relating to enforcement of planning conditions and determinations. 	
Report 0416PH05 attached	
06. Highways and Footpaths	p10
<ol style="list-style-type: none"> To receive details of road and footpath closures or diversions. To receive details of gullies and road defects logged for maintenance 	
Report 0416PH06 attached	
07. NDDC Draft Policy for street naming and numbering	p12
To consider a draft policy for street naming and numbering and consider any response.	
Report 0416PH07 attached	
08. Officer Report	p31
To receive any correspondence and updates relating to the work of the Committee.	
Report 0416PH08 attached	
09. Items for next meeting	p36
<ol style="list-style-type: none"> To confirm the date of the next meeting of the Committee To identify matters for inclusion on the agenda for the next meeting. 	
Report 0416PH09 attached	

(End)

**Report to the Meeting of Shaftesbury Town Council's
Planning and Highways Committee
to be held at 7.00pm on Tuesday 26th April 2016
in the Council Chamber, High Street, Shaftesbury**

PLANNING APPLICATIONS

1. Purpose of Report

To consider responses to the planning applications identified in the schedule below for return to the Local Planning Authority, North Dorset District Council.

2. Recommendation

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 application.
- 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. Planning applications can be viewed online at <http://planning.north-dorset.gov.uk/online-applications/> or at the Town Hall offices.
- 3.4. Members are asked to consider for each application, 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>. The table below gives some matters to bear in mind when considering the Committee's observations.

Material Planning Considerations	Not Material Planning Considerations	Not Material Planning Considerations but there <i>may</i> be exceptions
Residential amenity – living conditions	Property values	Views
Traffic and parking issues	Land ownership	Preferred alternative land uses
Noise, Vibration, Soundproofing, Contamination, Land Stability and Flood Risk	Boundary disputes	Personal circumstances
Hours of Operation – Restrictions	Party Wall and Joining on	Economic viability
Design, Materials, Windows etc	Private views	
Harm to the environment	'there are too many already'	

- 3.5. If the Committee resolves to object to an application, reasons supporting that objection should be provided.
- 3.6. Members are reminded that although the history of planning applications on a particular site may provide them with a 'bigger picture', they are to provide observations on the details of the current application only. Members are therefore not automatically provided with the history of a site but may ask for it from the office if they feel it is pertinent to their observations on the current application.

4. Applications

The applications to be considered are details at **Appendix A**. Members may wish to use the following key to mark the applications listed with their reasons for comment;

Biodiversity	Design
Economic Benefits	Effect on the Appearance of Area
Flooding Issues	Height
Heritage	Impact on Access
Impact on Light	Landscape
Local or Government Policy	Noise/Disturbance
Other	Overlooking/Loss of Privacy
Parking	Residential Amenity
Road Safety	Traffic or Highways
Trees	

This list is taken from the online comments form on the Planning Portal. Additional comments may be made and other considerations may be taken into account.

5. Financial Implications

None arising directly from this report.

6. Legal Implications

- 6.1. 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.
- 6.2. The observations made will be those of the corporate body as determined through the democratic process.

End.

Report Author:
Claire Commons
Committee Services Officer

Shaftesbury Town Council
Planning and Highways Committee

Report 0416PH04

04 PLANNING APPLICATIONS

04 . 1	2/2016/0234/FUL	Plot Ref :-	Type Full
	Applicant Name :- Dr Geoffrey Cockerell	Date Received :- 21/03/2016	
	Parish :- West	Date Returned :-	
	Location :- Kingsettle	Agent Proctor Watts Cole Rutter	
	1 Grosvenor Road		
	Shaftesbury		
	Proposals :-		
	Observations :-		
04 . 2	2/2016/0254/LBC	Plot Ref :-	Type Listed
	Applicant Name :- British Red Cross	Date Received :- 18/04/2016	
	Parish :- West	Date Returned :-	
	Location :- 26 High Street	Agent	
	Shaftesbury		
	Proposals :- Internal alterations relating to ceiling repairs, erecting stud walls, floor refinishing, new internal fire door and lighting.		
	Observations :-		
04 . 3	2/2016/0276/HOUSE	Plot Ref :-	Type Householde
	Applicant Name :- Mr & Mrs Barnes	Date Received :- 01/04/2016	
	Parish :- East	Date Returned :-	
	Location :- 6 Oxencroft	Agent Wayne Card	
	Shaftesbury		
	Proposals :- Erect single storey rear extension.		
	Observations :-		
04 . 4	2/2016/0278/VARIA	Plot Ref :-	Type Variation
	Applicant Name :- Mrs Rachel Calvocoressi	Date Received :- 31/03/2016	
	Parish :- West	Date Returned :-	
	Location :- Camelia Cottage	Agent Proctor Watts Cole Rutter	
	Magdalene Lane		
	Proposals :- Variation of Condition No. 2 of Planning Permission 2/2014/1573/HOUSE to substitute the approved dwg no.P01 with P01 Rev.D and dwg no.P02 with P02 Rev.A to facilitate changes to rear eaves height and window details.		
	Observations :-		

04 . 5	2/2016/0287/FUL	Plot Ref :-	Type Full
	Applicant Name :- Mr A Berry		Date Received :- 07/04/2016
	Parish :- East		Date Returned :-
	Location :- Mampitts Farm	Agent Arimis Architectural	
	Mampitts Lane		
	Shaftesbury		
	Proposals :- Erect livestock building		
	Observations :-		
04 . 6	2/2016/0289/VARIA	Plot Ref :-	Type Variation
	Applicant Name :- Mr & Mrs Berry		Date Received :- 05/04/2016
	Parish :- East		Date Returned :-
	Location :- Mampitts Farm	Agent Paul Dance Limited	
	Mampitts Lane		
	Shaftesbury		
	Proposals :- Removal of Condition No. 4 of Planning Permission No. 2/2015/0787 that restricts the number of commercial vehicles that can be parked within the forecourt.		
	Observations :-		
04 . 7	2/2016/0312/HOUSE	Plot Ref :-	Type Householde
	Applicant Name :- Mr S Guy		Date Received :- 11/04/2016
	Parish :- East		Date Returned :-
	Location :- 25 Fairlane	Agent	
	Shaftesbury		
	Proposals :- Erect single storey extension and first floor extension above garage. (Demolish existing conservatory)		
	Observations :-		
04 . 8	2/2016/0324/HOUSE	Plot Ref :-	Type Householde
	Applicant Name :- Mr and Mrs McEvoy		Date Received :- 01/04/2016
	Parish :- East		Date Returned :-
	Location :- 10 Badger Walk	Agent Anglian Home Improvements	
	Shaftesbury		
	Proposals :- Erect conservatory		
	Observations :-		
04 . 9	2/2016/0346/FUL	Plot Ref :-	Type Full
	Applicant Name :- Third State Pizza Company Ltd		Date Received :- 15/04/2016
	Parish :- West		Date Returned :-
	Location :- Ivy Cross Stores	Agent Pegasus	
	Grosvenor Road		
	Shaftesbury		
	Proposals :- Change of use from Retail (Class A1) to a Hot Food Takeaway (Class A5). Install extraction/ventilation equipment and carry out external alterations.		
	Observations :-		

04 . 10	2/2016/0361/LBC	Plot Ref :-	Type Listed
	Applicant Name :- Mr Alan Walton		Date Received :- 19/04/2016
	Parish :- West		Date Returned :-
	Location :- Minster House 2 The Commons Shaftesbury	Agent Western Design Architects	
	Proposals :- Remove existing chimney breast and carry out associated works in connection to this.		
	Observations :-		
04 . 11	2/2016/0362/VARIA	Plot Ref :-	Type Variation
	Applicant Name :- Mr Alan Walton		Date Received :- 19/04/2016
	Parish :- West		Date Returned :-
	Location :- Minster House 2 The Commons Shaftesbury	Agent Western Design Architects	
	Proposals :- Variation of condition No. 2 to Planning Application Number: 2/2015/1350/FUL to enable adequate staircase to the first floor and provide improved accommodation space at ground floor it is proposed to remove the existing chimney breast. The chimney will remain at roof level and therefore the external elevations will remain unchanged. The removal of the chimney was approved as part of a previous application (2/2010/0135/PLNG approved 26/03/2010 & 2/2010/0137/PLNG approved 25/03/2010).		
	Observations :-		
04 . 12	2/2016/0466/ADV	Plot Ref :-	Type Advert
	Applicant Name :- British Red Cross		Date Received :- 18/04/2016
	Parish :- West		Date Returned :-
	Location :- 26 High Street Shaftesbury	Agent	
	Proposals :- Replace fascia sign and erect hanging sign		
	Observations :-		
04 . 13	2/2016/0549/HOUSE	Plot Ref :-	Type Householde
	Applicant Name :- Mrs A Hawthorn		Date Received :- 15/04/2016
	Parish :- West		Date Returned :-
	Location :- 6 Ratcliffs Garden Shaftesbury	Agent Gary Slater	
	Proposals :- Erect 2 No. single storey extensions and 2 No. porches. Form new vehicular access. (Demolish garage and porch. Close up existing vehicular access)		
	Observations :-		
04 . 14	2/2016/0556/LBC	Plot Ref :-	Type Listed
	Applicant Name :- British Red Cross		Date Received :- 18/04/2016
	Parish :- West		Date Returned :-
	Location :- 26 High Street Shaftesbury	Agent	
	Proposals :- Replace fascia sign, erect hanging sign, aleter the decorative colour of the shopfront from green to white and alter fabric on awning from green to red fabric. Carry out external alterations in association with this.		
	Observations :-		

**Report to the Meeting of Shaftesbury Town Council's
Planning and Highways Committee
to be held at 7.00pm on Tuesday 26th April 2016
in the Council Chamber, High Street, Shaftesbury**

PLANNING DECISIONS, APPEALS AND ENFORCEMENT

1. Purpose of Report

- 1.1. To receive and note Planning Decisions, Appeals and Enforcement Cases.
- 1.2. To consider any matters relating to enforcement of planning conditions and determinations.

2. Recommendation

That the Committee receives and notes the report and refers any additional matters to the Planning Authority.

3. Background

- 3.1. As a Statutory Consultee on planning applications, Shaftesbury Town Council provides its observations on every planning application within and affecting the Town. These observations inform the Planning Officers and Planning Committee at the relevant Planning Authority (usually North Dorset District Council) in their determinations on each application.
- 3.2. The Committee can benefit from noting the decisions made on applications to inform its own decision making and may inform Town Council policy decisions in the future to preserve matters of importance to the Town. Decision notices are available online at <http://planning.north-dorset.gov.uk/online-applications/> or at the Town Hall offices.

4. Planning Decisions, Appeals and Enforcement

- 4.1. Attached at **Appendix A** is a list of planning decisions from North Dorset District Council.
- 4.2. Members are requested to take this opportunity to report any matters of enforcement that they may have raised with the Planning Authority outside the auspices of the Committee and to consider if there are any other matters of enforcement, including adherence to planning conditions set out in grant of permission, to be raised with the Planning Authority.

5. Financial Implications

None arising directly from this report.

6. Legal Implications

None arising directly from this report.

End.

Report Author: Claire Commons
Committee Services Officer

NOTIFICATIONS OF PLANNING DECISIONS FROM North Dorset District Council

Minute Ref 0416PH05

Tue 26 April 2016

District Ref

' C ' Contrary to District 'CD' Contrary Delegated '
D ' Delegated
' E ' Endorsed by District 'ED' Endorsed Delegated

Page No : 1

GRANTED PLANNING PERMISSIONS

E 2/2015/1238/FUL	Granted	12 - 24 Coppice Street
CD 2/2015/1743/FUL	Granted	4 Love Lane
District COMMENT GRANTED. Further details available at http://planning.north-dorset.gov.uk/online-applications/		Local COMMENT Objection. The Committee objected to the application due to the loss of two trees however would not object to the application if the plan was adjusted so as to preserve the existing trees.
ED 2/2016/0211/VARIA	Granted	Shrublands Farm

REFUSED PLANNING PERMISSIONS

C 2/2015/1839/HOUSE	Refused	Jasmine Cottage
District COMMENT REFUSED 1. The proposed extension and roof alterations by reason of the extent of projection from the rear elevation in combination with the required additional connecting roof form to the host building, plus its mass and detailed design would represent an overly large, dominant and inappropriate addition to the comparatively modestly sized property, which would be visually harmful to its character and appearance and the appearance of the surrounding locality. The proposal as such would be contrary to Policies 24 and 28 of the North Dorset Local Plan - Part 1 2016 and guidance contained within the National Planning Policy Framework 2016		Local COMMENT No Objection : The Committee had no objections to the application

**Report to the Meeting of Shaftesbury Town Council's
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to be held at 7.00pm on Tuesday 26th April 2016
in the Guildhall, High Street, Shaftesbury**

HIGHWAYS AND FOOTPATHS

1. Purpose of Report

- 1.1. To receive details of road and footpath closures or diversions.
- 1.2. To note reported Highways defects repair log.

2. Recommendation

That the report be noted.

3. Background

- 3.1. There have been no road closure or footpath diversion notices received, any that are received before the date of the meeting will be brought to the Committee's attention for noting.
- 3.2. The Planning and Highways Committee has requested that a log be maintained to show drains and gullies which are blocked and have been reported to Dorset County Council. Where Officers have also reported potholes and other road defects, this information has been included in the report, see **Appendix A**.
- 3.3. It is the Committee's preference that all problems with drains and gullies be reported to the office for onward reporting. Problems however can also be reported directly to Dorset County Council online at <https://ext.dorsetcc.gov.ukdefault.aspx/RenderForm/?F.Name=WCqYMUWnUUL&HideAll> Members who choose to report a problem directly using this link will be provided with a log number by Dorset County Council, as confirmation of receipt. Members are requested to forward these to the office so that a single log can be kept for reporting. An additional email will be sent through on closure of any log, please also send this email through.

4. Financial Implications

There are no financial implications arising from this report

5. Legal Implications

There are no legal implications arising from this report.

End.

Report Author:

Claire Commons

Committee Services Officer

Location	Date	Detail of report	Incident Number	Closed	Officer Notes	Turn around (days)
Bell Street	01/12/2015	Drain tarmaced over	1046960	01/12/2015	This has been fill in on a call out to make safe and a works order has been raised to rebuild the gully. Gully rebuilt 03/12/2015	0
Christy's Lane	12/01/2016	Pothole in road	1049068	13/01/2016	Permanently Repaired	1
St John's Hill	28/01/2016	Blocked drains and gullies St John's Hill	1050376	13/02/2016	Job 14051965 - Permanently Repaired	16
Bell Street	28/01/2016	Map location is approximate. A member of the public has come into the Shaftesbury Town Council offices to report a deep pothole in Bell Street, opposite the Masonic Hall at No.43. He says that the hole is almost 4 inches deep and about a foot across. The complainant is a cyclist and he felt the hole presented a danger to cyclists. - Pothole in road	100377	01/02/2016	Permanently Repaired	4
Grosvenor House, Bleke Street	01/03/2016	Gully not flowing away relates to incident 1042177 which was reported as fixed but advised by Cllr Proctor still not flowing away.	1052648	09/03/2016	visited site on 9th of march gully working just a bit slow spoken to Claire Commons at Shaftesbury town hall	8
Christy's Lane	11/02/2016	Mud on footpath and crossing slippery, following recent heavy rain - Trip hazard in the footway or pavement	1051544	14/02/2016	order been placed for the Road sweeper to sweep this in next few days	3
Great Lane	05/04/2016	Pothole in road	1054944	05/04/2016	Permanently Repaired	0
High Street / Mustons Lane	05/04/2016	Table is uneven and areas of tarmac from emergence repairs require replacing with block paving to match	1054947	06/04/2016		1

**Report to the Meeting of Shaftesbury Town Council's
Planning and Highways Committee
to be held at 7.00pm on Tuesday 26th April 2016
in the Council Chamber, High Street, Shaftesbury**

North Dorset District Council – Street Naming and Numbering Policy Consultation

1. Purpose of Report

To consider a response to North Dorset District Council's draft Street Naming and Numbering Policy.

2. Recommendation

That the Committee notes the report and considers whether to send a response to the Planning Authority.

3. Background

North Dorset District Council intends to introduce a Street Naming and Numbering Policy "to help provide clarity to various aspects of the service". The Town Council is invited to make any comments on the draft policy ahead of it being considered by the District Council. See **Appendix A**

4. Financial Implications

None arising directly from this report.

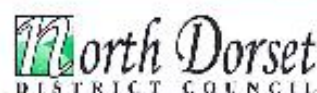
5. Legal Implications

None arising directly from this report.

End.

Report Author: Claire Commons
Committee Services Officer

E-mail: streetnamingandnumbering@north-dorset.gov.uk
Date: 08 April 2016



North Dorset District Council
Nordon, Salisbury Road,
Blandford Forum, DT11 7LL

Tel: 01258 454111
Fax: 01258 480179
Web: www.dorsetforyou.com

Parish Councillor / Clerk

Dear Sir / Madam,

Re: Draft Street Naming and Numbering Policy

You will be aware from the recent advertisements in the Blackmore Vale that the Council is in the process of reviewing various aspects relating to the operation of its Street Naming and Numbering function. As part of this exercise, the Council is planning to introduce a Street Naming and Numbering policy to help provide clarity to various aspects of the service.

With this in mind, please find attached a 'draft' of the policy for your information. You should in particular note that this document has not yet been formally considered by Members. However, we are sending it to you at this stage in order to give you the opportunity to consider providing feedback which can then be passed on to Members as part of their deliberations when they come to examine it.

If you would like to make any comments please send them to Street Naming and Numbering via email on: streetnamingandnumbering@north-dorset.gov.uk by the 29th April 2016. If you would like to discuss anything to do with the draft policy then please do not hesitate to get in contact with me.

Yours sincerely,

Senior Local Land Charges Officer



North Dorset District Council

Street Naming and Numbering Policy

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1 Introduction

North Dorset District Council is the street naming and numbering authority for the North Dorset area with the important function of ensuring that streets are named and properties are numbered or named. A key objective of this function is to allow the Council and others external organisations to maintain a comprehensive, unambiguous and accurate list of addresses covering all properties in North Dorset so far as reasonably practicable without unnecessary confusion. In particular, this enables:

- emergency services to find a property quickly;
- mail to be delivered efficiently;
- visitors to find where they want to go;
- reliable delivery of services and products; and
- records of service providers to be kept in an effective manner

This policy does not apply to the naming /renaming of a street or property outside the district of North Dorset.

In order to help the public to meet requirements that can arise in relation to street naming and numbering, the Council offers a variety of services.

The purpose of this policy is to identify:

- the various services that North Dorset District Council provides to the public in respect of street naming and numbering;

- processes to be followed by applicants making use of such services, and the consultation North Dorset District Council will normally undertake with affected parties, including Town and Parish Councils;
- guidelines to which regard will normally be had for the naming and numbering of streets and properties; and
- details as the basis on which any service is provided.

Unless the context otherwise requires references in this policy to “the Council” means the North Dorset District Council.

1.1 Services available

The services available to the public to which this Street Naming and Numbering Policy apply are:

- the naming of new streets;
- the naming / numbering of properties; and
- alterations to existing street property names.

2 Powers used by North Dorset District Council

The Council has a variety of powers that it can use for the purposes of delivering the functions and performing the services to which this policy relates. These include:

- sections 64 and 65 Town Improvement Clauses Act 1847 which for the purposes of the Council relates to issues concerning house numbering and street naming;
- sections 17 and 18 Public Health Act 1925, adopted by the Council on 6th July 2006, which empower the Council to object to street names and also to alter them; and
- section 111 Local Government Act 1972 and section 1 Localism Act 2011 which gives the Council general and incidental powers in relation to the delivery of its services.

This also includes various statutory powers relating to the naming and numbering of streets / properties. These include power:

- to require properties to be numbered;
- to object to any street name; and
- to order that a street name is altered.

In some cases the failure to comply with the requirements of the Council can give rise to a criminal offence.

Please note that if this service is not used, this will not exclude the property being exempt from paying Council Tax.

3 Naming / Numbering of streets

3.1 Street Naming – general principles

The Council will not support any street name that:

- is the same or similar to one already in use in the same locality / town;
- is in close proximity to one with the same name but different suffix e.g. Birch Road and Birch Avenue;
- uses street names which include number that could cause confusion e.g. “30 Two Foot Lane” sounds like 32 Foot Lane;
- either in its own right or through the use of the name in combination with numbers could be considered rude, obscene, racist or otherwise offensive;
- could cause spelling or pronunciation problems;
- could lead to variations in the use of punctuation; and/or
- it considers may give rise to potential conflict with any objective of this policy or any other guidelines contained with it.

Subject as identified below, the Council may also in particular oppose a street name:

- that uses the name of a living person;
- that uses the name of a deceased person;
- has historic connotations (whether names of people or events); and /or
- uses a name with Royal connotations.

3.1.1 Using the name of a person (living or deceased)

The use of the whole or part of a name that can be readily attributable to a person can give rise to issues e.g.

- the possibility that the public perception of a living or deceased person may change considerably – for better or worse – in the future; and
- the person’s name might already be regarded as controversial can also be problematic.

Such a use can potentially impact not just on the occupiers of a street but also the person whose name is being used.

The Council is therefore likely to oppose a proposal to give a name to a street that could reasonably be linked to a specific person (or family) unless:

- it has the clear written support of the Town or Parish Council in whose area the street is situated;
- it is accompanied by the clear written consent from that person (family) or that person’s estate. It may well be appropriate for the Town or Parish Council supporting any such proposal to take the lead in securing such consent as often a suggestion to use a person’s name will originate from the Town or Parish Council itself; and
- in the case of any historic connotation it has the support of any relevant historic society or other organisation operating in the area.

3.1.2 Use of a name with connotations to a historic event

Not everyone necessarily views a historic event in the same way. Further names that might be associated with well known historic events that have no association to the locality might give rise to confusion.

The Council is therefore likely to oppose a proposal to give a name to a street that has a historic connection to an event:

- unless it has the clear written support of the Town or Parish Council in whose area the street is situated;
- unless it has the support of any relevant historic society or other organisation operating in the area; and
- that it is considered might be viewed controversially or has no obvious connection to the locality.

3.1.3 Use of a name with Royal connotations

The consent of the Lord Chamberlain's office must be obtained in the case of the use of certain names with Royal connotations e.g. the use of the word "Royal". The Council will therefore usually oppose a proposal to give a name to a street that has a Royal connotation unless it is accompanied by written confirmation from the Lord Chamberlain's office that appropriate consent is given or is not required for the specific proposal.

3.2 Street / pedestrian route - naming protocols

The following name endings are likely to be acceptable for any type of new street to which this policy relates:

Road	Street	Avenue	Drive
Lane	Place	Gardens	Way

The Council is likely to oppose the following endings that are not used in the appropriate context identified:

- Crescent – for a crescent shaped street;
- Close – for a cul-de-sac;
- Square – for a square;
- Hill – for a hill;
- Terrace – for a terrace of houses;
- Mews – for small terraced developments, particularly relating to converted stables or similar outbuildings in a courtyard or lane.

The Council is likely to oppose any pedestrian route not named:

- Walk;
- Path; or
- Way.

The Council reserves the right to impose its own street names where there are insufficient street name proposals (whether because an insufficient number have been provided or due to Council opposition to proposals), or generally.

3.3 Numbering sequence

3.3.1: No numbers will be omitted from a numbering sequence. (i.e. number 13, where appropriate, should be included.)

3.3.2: Convention requires number one always to be on the left-hand side of a road. Through roads are numbered odds and evens in the direction they would be accessed from the principal road. Convention is to number odds on the left and evens on the right when entering from the principal road; however, numbering also depends on the layout of the development and roads.

3.3.3: Cul-de-sacs are usually numbered sequentially in a clockwise direction starting with number one on the left-hand side of the entrance to the cul-de-sac. Where it is apparent there is a possibility of a cul-de-sac being extended at some time in the future and where it is appropriate, number the sides odds and evens rather than sequentially to allow the numbering scheme to be extended at a future date.

3.3.4: If a suitable numbering sequence cannot be ascertained, temporary house names will be assigned to plot numbers, to enable the Royal Mail to allocate post codes, until the numbering can be determined at a later date.

3.3.5: Numbering sequence for flats is also dependent on whether the property has one shared communal delivery point (letterbox) or if there are individual delivery points for each flat.

3.3.6: A building/property which consists of flats, but which has only one shared communal delivery point (letterbox) is known by the Royal Mail as a 'Multi Occupancy' building and the Royal Mail would not show the individual flats at that property on their Postcode Address File (PAF). The property address details would be held on the PAF using the main postal address and all the flats will be listed on the Royal Mail Multi Occupancy database, which is available for purchase by external Companies.

3.3.7: In residential buildings (e.g., blocks of flats) it is usual to give a street number to each dwelling where the block is up to six storeys in height. When the block exceeds this height or there are not sufficient numbers available because of existing development, it should be given a name or number (with suffix) in the street.

3.3.8: When flats are numbered internally or an existing property is converted into flats, the flats will be numbered not lettered e.g. Flat 1, 24, not Flat A, 24; nor 24A.

3.3.9: Existing or new buildings that have separate flats or business premises will, if possible, be allocated a separate street number for each flat or unit. Where this is not possible because of the existing numbering, all flats or units will be given one street number and number suffixes of "1", "2" etc. e.g. Flat 1, 24, Flat 2, 24, etc. Commercial premises will be allocated numbers and/or A, B, C etc.

3.3.10: Infill plots, properties built between existing properties or in the grounds of an existing property, will be given the same house number, where possible, before the infill followed by suffix of "A", "B" etc. e.g. 24A, 24B etc. If a property is built before the first existing property (No.1 or No.2) in an existing road, the new dwelling(s), where possible, will be allocated 1A, 1B or 2A, 2B etc.

3.3.11: Two buildings in one street may not have the same number, unless accompanied by a suffix.

3.3.12: Private garages and similar buildings used for housing cars, and such like, should not be numbered.

3.3.13: Buildings on corner plots are numbered with the street towards which the main entrance faces. If pedestrian access is not possible from that street, the building may be numbered with the street giving access. Occupier's preference will not be a relevant consideration.

3.3.14: Generally, if a building is demolished then the existing numbering sequence is retained and reused in any new development as far as possible. Where this is not the case, for instance, if a new street is created on the site, then totally new addresses will be created.

3.3.15: Depending on the size of the development, access and other factors it may be appropriate to assign a new road name to a small development. However, this is at the discretion of the Street Naming and Property Numbering section.

3.3.16: If open space or undeveloped areas exist along a length of road it is usual to leave spare numbers. As a guide, one number per 4m frontage is used. The Street Naming and Property Numbering section will depart from this convention at their discretion. Open spaces can be used to allow numbers either side of a road to be brought in line with each other.

3.3.17: As regards existing properties on open land that is designated Green Belt or Area of Outstanding Natural Beauty or outside the settlement boundary if there have been no problems as regards mail, access by emergency services etc. then the Council will not normally need to allocate or alter house numbers although will be willing to consider this on request. If any further development is approved house numbers will be assigned as follows:

- Individual properties built between existing properties or in the grounds of an existing property (in-fill) will be assigned numbers on the basis of the house number followed by a suffix of "A", "B" etc;
- Large numbers of properties (4 or more) developed between existing properties would result in re-numbering of the existing properties

3.3.18: The Royal Mail has advised that Agricultural barns which are not used for the receiving of postal deliveries will not be allocated a postal address/post code. If the field/barn is not part of a larger site, that is a postal address, then it is not an address and does not qualify for any form of mail delivery. Royal Mail would not allocate a postal address/postcode to a piece of land, allotment or uninhabited barn or agricultural premises simply for the delivery of feed, satellite navigation purposes, utilities etc.

3.3.19: If a field/barn is part of a larger site that has an existing postal address, then under Royal Mail's Universal Service Obligation, Royal Mail will deliver mail to the delivery point for that main address only. Onward distribution of the mail is not Royal Mail's responsibility.

3.3.20: If additional plots are added to a proposed development at a later date, e.g. due to a revised layout, and existing properties are occupied the additional plots will be allocated existing numbering with suffixes of "A", "B" etc. e.g. 24A, 24B etc. If no

properties are occupied the existing plots will be renumbered to incorporate numbering for the additional plots.

The Council reserves the right to impose its own numbering decisions where proposals are not considered adequate, or generally.

3.4 Service

The service available to the public in relation to this function provides informal advice and assist in the naming of a street / numbering of properties on a street.

This service has relevance to a person seeking to have a street named for the first time / a property numbered for the first time.

3.5 Pre-application

In order to provide sufficient time for the process, as soon as full planning consent is obtained (for each phase as appropriate) the developer is advised to contact the SN&N officer of the Council to complete an application. In any event, this application should be made within 3 months prior to the estimated completion date.

The street naming and numbering process (or conversions) will not be started until full planning consent, as appropriate, has been obtained and building works have commenced to the satisfaction of the Council. For the avoidance of doubt this generally means the excavation of foundations or the serving of a Commencement Notice.

If a scheme is to be developed in phases, the naming and numbering scheme will be issued only for the phases commenced in accordance with this clause.

Prior to submitting an application to the Council an applicant should usually:

- seek to consult with the Town or Parish Council in which the street is located to try and agree with it street names that it considers appropriate; and
- secure all other consents that are likely to be required.

So far as possible, an applicant should aim to secure the agreement of the Town or Parish Council to a range of names that exceeds the number of streets to be named. This is in case an issue is identified with any particular proposal.

Copies of this policy will be made available to Town and Parish Councils; however, a potential applicant might wish to ensure that the Town and Parish Council is aware of this policy to help minimise the possibility of conflict with it.

Some Town and Parish Councils may wish certain proposals relating to street naming to be considered by its members at a formal meeting. It can therefore be sensible to clarify with the relevant Town or Parish Council the process it intend to use to consider the matter to ensure that sufficient time is allowed in advance of submitting an application for this preliminary discussion to take place.

Details of any names agreed with the Town or Parish Council should be contained on a list, in an agreed order of preference and signed on behalf of the Town or Parish Council.

3.6 Dealing with an application

As part of an appropriately made application relating to the street naming / numbering, activities that the Council is likely to undertake include:

- reviewing the application and accompanying documentation to seek to ensure it is sufficient to enable the Council to properly deal with the application and exercise its related functions;
- undertaking such consultation as is identified as appropriate;
- liaising as necessary with a relevant Town or Parish Council and/or ward members of North Dorset District Council;
- liaising with custodians of the local land and property gazetteer and generally carrying out relevant investigation to determine whether any proposal(s) may conflict with the guidelines or objectives of this policy. An example of a conflict that may arise is where a proposal is identified as replicating an existing street name in the district or is considered to be sufficiently similar, and in either case is considered to give rise to the possibility of confusion;
- liaising with the applicant and other parties in relation to any potential conflict(s) to offer informal advice and assistance with a view to seeking to identify any potential solution;
- if an acceptable street name has been determined, liaising with the Royal Mail to provide it with details of a new address, request the provision of a postcode and arranging for relevant Council databases to be updated; and
- contacting person(s) / bodies on the Council's consultation list (as may be amended) as appropriate to inform them on the agreed position. As at the date of adoption of this policy this list includes:
 - Electoral registration;
 - Stour Valley and Poole Partnership (Council Tax);
 - Royal Mail;
 - Dorset County Council;
 - Emergency Services;
 - Land Registry;
 - Ordnance Survey; and
 - Dorset Waste Partnership
 - Local Land Charges
 - Local Land and Property Gazetteer (LLPG) Custodian

Where a street naming proposal relates to a street within a new development, the proposal is also likely to include the following:

- allocating addresses to plot numbers and creating a draft numbered plan and schedule;
- liaising with the developer regarding any draft numbered plan and schedule; and
- issuing confirmation of postal address to the developer once this has been received.

If a proposal for a street name is considered unacceptable then the Council has the power to formally object to it.

3.7 Post approval of a street name / property numbering

The Council will look to confirm details of any approved street name / property numbering to any applicant.

Upon receipt of such confirmation, arrangements should be put in place:

- to ensure that the name of an approved street is clearly displayed in a conspicuous location at or near each end, corner or entrance to a street; and /or
- the property number is clearly displayed in a prominent position, visible from the street.

4 Allocation of property name / number or change of property name

4.1 General

The naming of a property is something that is additional to, and not a substitution for, a property number. Any activity undertaken by the Council in relation to the naming or renaming of a property is therefore performed on the strict understanding and on the condition that any such name is in addition to an existing property number and not a replacement or substitute.

An application that seeks the services of the Council in relation to the naming and renaming of properties should normally be accompanied by at least three alternative property names, listed in order of preference.

An application should only be made by the owner of the property, or if more than one, then with the consent of all the owners of the property. Securing such consent is the responsibility of the applicant and should be obtained in advance of submitting an application. The Council reserves the right to proceed on the assumption that the submission of an application is good evidence that all necessary consent has been obtained.

It is understood that Royal Mail will only hold a name for a property where there is no numbering scheme in place. If a property is named and numbered, the name of the property will only be held as an “alias”. Therefore, even if the Council incorporates the name of a property onto its records, the Royal Mail may not pass this name on to other organisations when they make their address database available to those other organisations.

4.2 Property naming – general principles

In the first instance, it is for an applicant to identify to the Council a proposed name for any property. It is suggested that more than one name is provided in order of preference in case any issue is identified.

It is recommended that a person has regard to the street naming principles above when considering the name of a property.

Where there is a proposal to name a new property the Council will normally require a property number to be allocated also unless exceptionally it forms part of an existing street where no numbering exists.

Proposals to name a block of flats / other properties will be treated in the same way as any other property naming proposal.

4.3 Service

The service available to the public in relation to this function provides informal advice and assistance in the naming or renaming of a property.

This service has relevance to a person seeking to:

- add a house name for the first time;
or
- add a house name for the first time to an existing numbered property; or
- change a house name on an existing numbered/named property.

4.4 Dealing with an application

As part of an appropriately made application relating to the naming or renaming of a property, activities that the Council is likely to undertake include:

- reviewing the application and accompanying documentation to seek to ensure it is sufficient to enable the Council to properly deal with the application and exercise any related functions;
- undertaking such consultation as is identified as appropriate;
- liaising as necessary with internal units including the relevant local land and property gazetteer officer;
- carrying out relevant investigation to determine whether any proposal(s) may conflict with the guidelines or objectives of this policy. An example of a conflict that may arise is where a proposal is identified as replicating an existing house name in the locality and is considered to give rise to the possibility of confusion;
- liaising with the applicant and other parties in relation to any potential conflict(s) to offer informal advice and assistance with a view to seeking to identify any potential solution;
- liaising with the Royal Mail to provide it with details of the house name, and arranging for relevant Council databases to be updated; and
- contacting person(s) / bodies on the Council's circulation list to advise them of the name of the property. As at the date of this policy this list includes:
 - Electoral registration;
 - Stour Valley and Poole Partnership (Council Tax);
 - Royal Mail;
 - Dorset County Council;
 - Emergency Services;
 - Land Registry;
 - Ordnance Survey; and
 - Dorset Waste Partnership
 - Local Land Charges
 - Local Land and Property Gazetteer (LLPG) Custodian

It is the responsibility of the owner to notify all other contacts of the new name i.e. DVLA, insurance agencies, banks/building societies, utility companies, etc.

The Council has powers relating to securing that a property is appropriately numbered and that such numbering is used. Irrespective of whether a property has a house name or the Council adjusts its records to incorporate a house name, the Council may exercise its powers to require the use of a number as part of any property.

4.5 Post approval of a property name / property numbering

The Council will look to confirm details of any approved property name / number to any applicant.

Upon receipt of such confirmation, arrangements should be put in place to ensure that the name and number of a property is clearly displayed in a prominent position, visible from the street providing direct access to the property.

5 Altering a street name

5.1 General

The Council has a general power to determine whether or not to alter the name of a street; legislation prescribes a process be undertaken where the Council is considering whether to do this. This process includes the right of appeal to a petty sessional court. Accordingly, even if the Council orders that the name of a street should be changed, ultimately no guarantee is given that any new name will not be changed in the future whether at appeal or otherwise.

The changing of a street name will alter the addresses of properties served by that street and has the potential to cause considerable disruption. The Council is therefore unlikely to support an application to alter a street name unless this is considered necessary to resolve one or more existing or reasonably foreseeable issues impacting upon the objectives of this policy. Any person applying to the Council to consider the renaming of a street should therefore ensure that the application includes a clear and concise written explanation, accompanied by any relevant available evidence, as to why such a change is considered appropriate. An application that does not include such suitable explanation is unlikely to be supported.

Regard should be had to all the policy matters and issues identified in this policy as applicable to the first naming of a street when considering whether the name of a street should be altered. In this respect, although an applicant is encouraged to submit a list of possible alternative names, the Council expressly reserves the right to substitute and impose a name identified by it where this is considered appropriate.

5.2 Service

The service available to the public in relation to this function provides a mechanism by which an applicant on their own initiative can seek to trigger consideration by the Council as whether to alter the name of a street.

This service has relevance to a person who wishes the Council to consider whether the name of a specific street should be altered.

5.3 Dealing with an application

As part of an appropriately made application seeking the alteration to the name of a street, activities that the Council is likely to undertake include:

- reviewing the application and accompanying documentation to seek to ensure it is sufficient to enable the Council to properly deal with the application and exercise any related functions;
- considering and determining whether it is appropriate to make an order to alter the name of a street;
- undertaking such consultation as is identified as appropriate. This will include causing an appropriately worded notice of any intended order to be posted at each end of the street or part of the street or in some other conspicuous position in the street or part affected at least one month before any order is made;
- undertaking relevant consideration of any representations received;
- carrying out investigation to determine whether any proposal(s) may conflict with the guidelines or objectives of this policy;
- liaising with the applicant and such other parties as may be considered appropriate in relation to any potential conflict(s) with a view to exploring any potential solution; and
- liaising with the Royal Mail to provide it with details of any order that the Council makes to alter the name of a street.
- contacting person(s) / bodies on the Council's circulation list to advise them of the name of the street. As at the date of this policy this list includes:
 - Electoral registration;
 - Stour Valley and Poole Partnership (Council Tax);
 - Royal Mail;
 - Dorset County Council;
 - Emergency Services;
 - Land Registry;
 - Ordnance Survey; and
 - Dorset Waste Partnership
 - Local Land Charges
 - Local Land and Property Gazetteer (LLPG) Custodian

The Council will look to confirm details of any approved street name / property numbering to any applicant.

5.4 Post approval of re-naming of street

Upon receipt of such confirmation, arrangements should be put in place to ensure that the approved replacement street name is clearly displayed in a conspicuous location at or near each end, corner or entrance to a street.

6 Making an application

6.1 General

In order to avoid unnecessary delays or problems, a person seeking to name / number a new street / property is recommended to contact the Council as soon as reasonably possible following planning permission being granted and relevant definitive street and property layout plans being agreed

An applicant wishing to make use of any service to which this policy relates should submit to the Council a completed application form signed and dated by the applicant and accompanied by the following:

6.2 New street naming/ numbering / renaming application

- the appropriate fee;
- a clear location plan showing the location of the street(s) to be named / renamed;
- a list or proposed street names which exceeds the number required (a minimum of three is recommended);
- communication in writing from the relevant Town or Parish Council identifying their support to any proposal;
- where a proposal includes a street name for which this policy identifies the need for other support or consent, then provision of that support or consent in writing;
- where an application relates to the naming of a street forming part of a new development, a clear site layout plan which includes property types and proposed numbering sequence; and
- in the case of a request to consider the renaming of a street a clear and concise reason(s) as to why such renaming is required.

6.3 Naming / renaming of property application

- the appropriate fee;
- a list of alternative property names (a minimum of three is recommended);
- suggest property / flat number(s); and
- a clear site location plan including in the case of a conversion to a or new block of flats an internal layout plan with proposed numbering attributable to each flat.

The Council will seek to contact and require the applicant to submit further information where this is considered necessary.

A failure to submit the required information requested by the Council as part of the application may result in an application being rejected / objected to on the basis of insufficient information being available.

6.4 Fees

The Council does not charge for the naming of new streets but does charge for the numbering or naming of properties including amendments to existing addresses.

The charges cover:-

- Consultation and liaising with external organisations such as Royal Mail.
- The process of naming or numbering of new properties (including conversions & alias).
- Alterations in either name or numbers to new developments after initial naming and numbering has been undertaken.
- Notifications to organisations
- Confirmation of addresses.

These charges are to be paid in advance. Changes made without contacting the Council will not be entered onto either NLPG or the PAF and therefore may not be registered with services and organisations listed:

- Electoral registration;
- Stour Valley and Poole Partnership;
- Royal Mail;
- Dorset County Council;
- Emergency Services;
- Land Registry;
- Ordnance Survey; and
- Dorset Waste Partnership

The amount of any fee normally payable in respect of any service referred to in this policy is set out on the North Dorset District website on at www.dorsetforyou.com. This also contains detail of how to pay. The Council requires any fee to be paid in advance of processing an application.

Fees will usually be reviewed annually or otherwise to accord with normal council processes for reviewing and updating fees, but may be reviewed and adjusted at such other times as may be considered appropriate.

Street Naming and Numbering in the Absence of Payment of Fees

The Council will remind developers of new properties of the need for an official address and the process to follow. If payment of fees is not received within 3 months prior to a completion date, the Council may allocate official addresses for emergency services purposes with no further consultation. If the developer or owner requests amendment to the allocated naming or numbering at a later date, the standard street naming and numbering processes and the current fees and charges will apply.

In this case internal notifications will be made for Council business purposes only but no external notifications will be made or Postcodes allocated to the properties.

7 Decision and Discretion

The Council will have regard to this policy (as may be amended), in determining matters relating to the naming and renaming of streets, properties and numbering of properties, although the Council may depart from it where this is identified as appropriate in the circumstances.

The provision of any of the services to the public identified in this policy are at the discretion of the Council and may be refused or withdrawn without reason or notice at any time. Where a fee has been paid in relation to a service it will not normally be returned irrespective of any subsequent decision of the Council. In particular, a fee will not usually be returned where the service is not progressed due to the failure of an applicant to provide information within a time identified by the Council or where the ultimate decision of the Council is to oppose a proposal (in whole or part) or to substitute its own preference.

The provision of any service to which this policy relates is given on the basis that it is without prejudice to and does not in any way fetter the rights of the Council (or any person or body acting on its behalf), to exercise any of its statutory functions in such a manner as it considers appropriate.

8 Use and Retention of Data

This policy identifies that data provided to the Council will be shared with other statutory bodies and third parties. It will also be used by the Council in the future in particular in relation to maintaining its own street and property data bases.

Any person providing street naming / renaming / property naming / numbering and re-numbering information to the Council in accordance with this policy is therefore deemed to expressly consent to its use and sharing by the Council with third parties including in particular but without prejudice to the generality of the foregoing all purposes associated with the services and objectives identified in this policy and street and property naming / renaming and numbering renumbering generally.

Records relating to the submission of information in connection with the services identified in this policy or generally in connection with purposes to which this policy relates will be held by the Council in accordance with North Dorset District Council's Retention Policy (as may be amended) but may be deleted earlier at the Council's absolute discretion; it is a condition of application for any service covered by this policy that an applicant is deemed to give consent to retention of such data on this basis.

9 Limit of Responsibility / Compensation

The Council accepts no liability for any claims for compensation arising directly or indirectly from the performance of the services to the public identified in this policy in respect of the naming of streets, renaming of streets, numbering or renumbering of properties. Further, the Council does not accept any liability in the performance by it of its functions relating to such matters.

In particular and notwithstanding the generality of the above, the Council accepts no responsibility or liability in relation to:

- any action or omission of any third party referred to or communicated with as part of the performance of any service identified in this policy;
- ensuring that the Royal Mail allocates a postcode to a street name,
- the updating of Royal Mail records with any information provided to it by the Council and the future maintenance and the making of any changes to the address records of the Royal Mail including the postcode;

- the updating by any other third party of information provided to it by the Council and the future maintenance and the making of any changes to the address records held by those third parties;
- correspondence and deliveries not being delivered to a correct address;
- an address being unavailable or incorrectly recorded on any database maintained other than by the Council;
- Ordnance Survey maps or plans not featuring any property or street;
- the use or misuse of any street name, house name or property address by any third party; and
- notifying anyone as part of a service to which this policy relates other than the organisations expressly listed and then only to the extent and on the basis as identified in this policy.
- This decision relates only to Street Naming and Numbering and the official addressing of the property. Permissions required under the Planning Acts and Building Regulations Approval or other statutory permissions may be required and you are advised to check the position with the appropriate officers before works commence.

The Street Name and Numbering Team are not responsible for the erection or replacement of road nameplates. This is carried out by the Council's Technical Services Team or the developer as appropriate.

**Report to the Meeting of Shaftesbury Town Council's
Planning and Highways Committee
to be held at 7.00pm on Tuesday 26th April 2016
in the Council Chamber, High Street, Shaftesbury**

OFFICER REPORT

1. Purpose of Report

To receive any correspondence and updates relating to the work of the Committee.

2. Recommendation

That the Committee receives and notes the report.

3. Correspondence

- 3.1. Town Centre Bollards – verbal request. A member of the public has asked the Committee to consider painting yellow the bollards which mark the crossing point near the Town Hall, in order to make them more visible to the partially sighted. Dorset County Council has been asked for comments on this request and these will be relayed to the Committee at the meeting.

- 3.2. Sweetmans Lane. An email has been received regarding HGV's using Sweetmans Lane as a shortcut to Longmead Industrial Estate;

I would like to bring to your attention the increased number of HGVs using the residential housing estates as a short cut to Longmead industrial estate and as a return route to the A350. As a resident it's becoming unpleasant having 42 ton vehicles using our road as a short cut to the industrial estate. Vehicles come off the A350 and continue at speed through the estate causing increased amounts of vibration noise and over time damage to the roads.

Could you please put a stop to this and ask the companies involved to route their drivers on and off the A350 via the Ivy cross roundabout which leads to the industrial estate.

This request I feel should be dealt with immediately with a simple letter or a visit by a councillor to the companies on the estate who employ the drivers who seem to have no care for the area as they live further a field. Short cuts are not always good practice, just the lazy option. In this case, it's extremely dangerous having such an invasion of heavy goods vehicles using the road.

Your assistance in clearing up this simple request is much appreciated and I look forward to seeing our road return to how it should be, free of HGVs visiting Longmead.

- 3.3. Local Plan Policies – An email has been received from a member of the Shaftesbury Civic Society regarding local plan policies, the attachment referred to is at **Appendix A**;
Attached is a summary of all the 'SB' Policies from the "North Dorset District-wide Local Plan (1st Revision) 2003".

Some of these policies are pretty much 'done', e.g. SB14 Land at Wincombe Lane;

some will (probably) never be completely achieved, e.g. SB7 (High Street) Environmental

Enhancement Scheme

... both of these are described in the New Plan as "Not considered necessary to retain";

SB1 has 'disappeared' into new Policy 18;

SB9 - Access requirements for land on the eastern side of Shaftesbury - is described as "in terms of movement and access, some elements of policy SB9 may be taken forward through a neighbourhood plan";

likewise SB2 to SB6 could/should? be dealt with in the Neighbourhood Plan;

SB12 (concerning the A30 Employment Land) is mentioned in the New Plan thus "This site will continue to be allocated for employment under Local Plan Policy SB12 until superseded by an allocation in the North Dorset Local Plan", which seems a bit 'uncertain'!

and seemingly forgotten (by DCC) policies, e.g. SB16 Road Safety (at Long Cross and the Knapp) are ambiguously described as "will continue to be "saved" until the need for the schemes is fully reviewed or they are implemented. Those unimplemented schemes that are retained will be included in the North Dorset Local Plan – Part 2 or in a neighbourhood plan";

As some of you know, my main interest are the so called Slopes Policies SB3 to SB6, but it seems other policies here should be of interest to our Neighbourhood Plan and perhaps worthy of elaboration and retention some how.

4. Updates

- 4.1. Road Safety Audit. Arising from discussions with representatives of Melbury and Cann Group Parish Council attended by the Chairman of this Committee, it has been suggested that STC commissions a Road Safety Audit to verify whether Christy's Lane and Wincombe Lane are, or will become, dangerous to pedestrians as a result of the various developments which are adding to the load which these roads carry. Officers are looking into the costs involved and will report back to a subsequent meeting of the Committee.
- 4.2. Lions Mouth. An NDDC Officer has inspected The Lions Mouth water trough and provided a report on its condition. That report has been relayed to DCC Highways with a request to attend to the necessary repairs.

5. Financial Implications

There are no financial implications arising from this report

6. Legal Implications

There are no legal implications arising from this report.

End.

Report Author:

Claire Commons

Committee Services Officer

North Dorset District-wide Local Plan to 2011

Policies for Shaftesbury

Policy SB1

(i) All development in Shaftesbury should respect the historic character of the town and its surroundings. In particular, the hill-top character of the town will be conserved by retaining all remaining open or wooded areas around the slopes.

(ii) Major development and expansion of the town will only be permitted on flat plateau land to the east.

(iii) In accordance with the Local Plan Strategy Shaftesbury will act as a main centre for co-ordinated population, housing and employment growth. The development of major community services to support this growth is supported.

Policy SB2

Future development in the town centre must respect the compact, unbroken line of facades and the existing pattern of narrow streets. Further erosion of this pattern will destroy the essential character of the town centre.

Policy SB3

(i) Development which would reduce or urbanise the distinct rural character of the Slopes will not be permitted. Development will only be allowed if it can be shown that the proposal is in keeping with the character of the area and will not adversely affect views from higher and lower ground.

(ii) It is proposed to improve the informal recreational facilities on the Castle Hill slopes.

(iii) Settlements At The Foot Of The Slopes (Enmore Green and St. James)

Policy SB4

New development will only be permitted where the design and location of the proposal strengthens local character. Development which masks the dramatic effect of the topography or adversely affects views from higher or lower ground will not be permitted.

Policy SB5

Development which adversely affects the importance of the public open space, historic sites and the views from the Western End of the Spur will not be permitted.

Policy SB6

Any development which adversely affects the outstanding character of Gold Hill will not be permitted.

Policy SB7

An Environmental Enhancement Scheme is proposed for the High Street, The Market Place, Angel Square and The Commons

Policy SB8

Land on the Eastern Side of Shaftesbury.

Approximately 23 hectares of land on the eastern side of Shaftesbury extending between the A30 in the south to Wincombe Lane in the north will be developed comprehensively for a mix of predominantly residential as well as commercial, education and community uses in two phases. Individual development proposals will be assessed against the provisions of an adopted development brief and an agreed masterplan.

Policy SB9

Access requirements for land on the eastern side of Shaftesbury

Proposals for development on the eastern side of Shaftesbury, in accordance with policies SB8 and SB12, must promote a comprehensive and permeable movement network which provides for pedestrian, cyclist and vehicular linkages to all areas. This will include;

(i) Two signal controlled junctions from the A30 which provide two points of access to the mixed use development area to the north, one to the east and one to the west of the property Greenacres, and which collectively create a gateway to the town.

(ii) Access to the employment allocation to the south of the A30.

(iii) A road network which links the A30, Mampitts Lane and Wincombe Lane.

(iv) Enhanced pedestrian and cycleway linkages with the existing development on the eastern side of the town including the provision of footpath and cycleway links along Wincombe Lane and Mampitts Lane as well as links to join the development with the Wincombe Recreation Ground.

(v) Enhanced pedestrian and cycleway crossing facilities across Christy's Lane to link the eastern side of the town with the town centre (see paragraph 37.6.15).

(vi) Developer contributions towards the diversion of existing bus routes to serve the new development may be sought.

Policy SB10

Phasing of Development, Land on the Eastern Side of Shaftesbury

Land on the eastern side of Shaftesbury extending between the A30 in the south and Wincombe Lane to the north will be developed in two phases. In the period 2001 to 2006 the following land/dwellings will be developed;

(i) Land extending between the A30 in the south to Mampitts Lane in the north.

(ii) Some 75 dwellings to the north of Mampitts Lane to initially be accessed via Pound Lane.

The remainder of the site will be reserved for development post 2006. The following facilities will be provided in conjunction with the first phase of development;

(i) Two signal controlled junctions with the A30.*

(ii) A through vehicular link from the signal controlled junctions to Mampitts Lane and to serve the additional 75 dwellings to the north of Mampitts Lane.*

(iii) Improved pedestrian and cycleway crossing facilities across Christy's Lane.

(iv) On site provision of a neighbourhood hall and/or a financial contribution towards an off site community hall to serve the town as a whole

(v) On or off site drainage infrastructure.*

(vi) On site provision of;

- Public open space and childrens' play areas *
- Additional/replacement allotment land
- A new First School to support a development of 800 dwellings. Should the development be for a significantly lower amount, a financial contribution towards extended school facilities off site will be required. Replacement playing fields may be required if existing playing fields are required for extended school buildings **
- A shop *

(NB The obligations marked * are additional to obligations listed in the Planning Guidance Note. Obligations marked ** may be extra depending on the outcome of consultation on education re-organisation).

Policy SB11

Provision of Community Infrastructure

In order to ensure the commensurate increase in the provision of community infrastructure in conjunction with additional development on the eastern side of Shaftesbury, contributions towards the necessary provision of the following Community Facilities may be sought;

(i) First and Middle School Improvements. Policy 4.2

(ii) On site provision of a Neighbourhood Hall and/or a financial contribution towards an off-site community hall which may serve the Town as a whole. Policy 4.3

(iii) Improvements to sports pitches. Policy 4.5

(iv) Improvements to Barton Hill Recreation Ground.

(v) Informal recreation at Castle Hill Slopes. Policy SB3

(vi) High Street Area Enhancement Scheme. Policy SB7

(vii) Networked improvements to cycleways. Policy SB15

(viii) Additional/replacement allotment land.

Policy SB12

Employment Land Allocation, Land South of Salisbury Road

Approximately 7 hectares of land to the south of the A30 will be developed for business, industrial and warehousing purposes subject to;

(i) Provision of a vehicular access from a signal controlled junction on the A30 (see policy SB9).

(ii) Provision of a bus stop with shelter.

(iii) Extensive landscaping on the western and southern boundaries of the site.

(iv) Mixed use development on the frontage to the A30 may include commercial uses with flats over.

Policy SB13

The development of Mustons Yard for small scale retail and commercial uses will be approved. The overall development of the site should include provision for a pedestrian link between Bell Street and High Street.

Policy SB14

(Recreation Development Site R/37/1)

Land at Wincombe Lane will be developed for general recreational purposes.

Policy SB15

Measures to make cycling safer and more attractive will be encouraged along the following routes;

(i) A30 Christy's Lane

(ii) A350 Grosvenor Road

(iii) Wincombe Lane

Policy SB16

In order to increase road safety and to provide a less intimidating environment for pedestrians it is proposed to;

(i) provide a footway along the A30 through the settlement on Long Cross as shown on the proposals map.

(ii) provide a footway along the southern side of The Knapp between the junctions with Horseponds and Breach Lane

Policy SB17

A link road will be constructed between the B3081 and the A30. This will reduce the volume of through traffic using The Beeches and will allow a rearrangement of junction priorities to remove conflicts of turning movements.

Policy SB18

A350 Outer Bypass

A reservation corridor, as defined on the proposal map inset, will be safeguarded from any development proposals which would prejudice the future implementation of the proposed A350 outer bypass.

**Report to the Meeting of Shaftesbury Town Council's
Planning and Highways Committee
to be held at 7.00pm on Tuesday 26th April 2016
in the Council Chamber, High Street, Shaftesbury**

ITEMS FOR NEXT MEETING

1. Purpose of Report

- 1.1. To confirm the date of the next meeting of the Committee
- 1.2. To identify matters for inclusion on the agenda for the next meeting.

2. Recommendation

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

3. Date of next meeting

- 3.1. The next scheduled meeting of the Committee is 24th May 2016. It is noted that this is four weeks on from the meeting of the 26th April and *should* be sufficient time to consider any applications received in the intervening period. Although it will be the start of the new municipal year and the new Chairman of the Council will have been elected, it precedes the second half of the Annual Meeting and therefore the Committee memberships will not have been resolved. The existing committee members will therefore be required to attend this meeting.
- 3.2. If Officers receive any applications which are not able to be considered within the normal schedule of meetings, arrangements will be made to call an extraordinary meeting of the Committee.

4. Items for next meeting

In accordance with this recommendation, 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.

5. Financial Implications

There are no financial implications arising from this report

6. Legal Implications

There are no legal implications arising from this report.

End.

Report Author:

Claire Commons

Committee Services Officer