



Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's Planning and Highways Committee (PH),
Councillors Austin, Brown, Lewer, Proctor, Taylor, Todd. All other recipients for information only.

You are required to attend a meeting of the Planning and Highways Committee for the transaction of the business shown on the agenda below.

To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber, Shaftesbury Town Hall

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

- 1 APOLOGIES 3**
To receive and consider for acceptance, apologies for absence
- 2 DECLARATIONS OF INTEREST 3**
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.
- 3 MINUTES 3**
To confirm as a correct record, the minutes of the previous meeting of the Planning and Highways Committee.
- 4 PLANNING APPLICATIONS 4**
To consider responses to planning applications identified for return to the Planning Authority, to include but not be limited to: 22-24 High Street, 12B Well Lane, 44 Sweetmans Road, Natwest, 1 Bimport, 51 Breach Lane
- 5 PARKING AT LYONS WALK 6**
To consider parking issues at Lyons Walk
- 6 2018/19 COMMITTEE BUDGET 7**
To make recommendations on the Committee's requirements for the 2018/19 budget

7	NEIGHBOURHOOD PLAN	9
	To consider recommendations from the Neighbourhood Plan set-up group	
8	STRATEGIC PLAN	10
	To consider the Committee elements of the Strategic Plan; Affordable Housing, Bypass, Cycleway to Motcombe, Litter Collection and Litter receptacles, Neighbourhood Plan, Planning/development, Street lighting, Town centre enhancement, Christy's Lane audit	
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	To consider issues relating to unmade roads on new developments and to receive and note highway closure notices.	
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	To receive any correspondence and updates relating to the work of the Committee, to confirm the date of the next meeting and to identify matters for inclusion on the agenda.	

(End)

**Administration for a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall**

1 Apologies

To receive and consider for acceptance, apologies for absence

1.1 Apologies received to date

1.1.1 Councillor Lower due to holiday

1.1.2 Councillor Proctor due to holiday

2 Declarations of Interest

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.

2.1 Declarations of Interest received to date

2.1.1 There have been no declarations received at the point of papers being issued.

3 Minutes

To confirm as a correct record, the minutes of the previous meeting of the Planning and Highways Committee.

3.1 Minutes to be adopted

3.1.1 12th September 2017

**Report 1017PH4 to a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall**

4 Planning Applications

To consider responses to planning applications identified for return to the Planning Authority, to include but not be limited to: 22-24 High Street, 12B Well Lane, 44 Sweetmans Road, Natwest, 1 Bimport, 51 Breach Lane

4.1 Recommendation

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

4.2 Background

- 4.2.1 Shaftesbury Town Council is a statutory consultee for planning applications which is provided with 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.
- 4.2.2 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.
- 4.2.3 Members are asked to consider for each applications 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.
- 4.2.4 More guidance on how to comment on planning applications can be found at <http://planninghelp.org.uk/improve-where-you-live/how-to-comment-on-a-planning-application>. Applications can be viewed online at <http://planning.north-dorset.gov.uk/online-applications/>, or the relevant link in Appendix A
- 4.2.5 Shaftesbury Town Council is not a statutory consultee for tree applications and is no longer automatically advised of applications being considered. The Council may still make comments on those it is aware of in the planning system.

4.3 Financial Implications

- 4.3.1 There are no financial implications arising from this report

4.4 Legal Implications

- 4.4.1 There are no legal implications arising from this report

(End)

Report Author:
Claire Commons, Town Clerk

Appendix A. Planning Applications to include but not limited to:

[2/2017/1408/LBC - 22-24 High Street, Shaftesbury, SP7 8JG](#)

Installation of 2 No. Awnings mounted on backing boards colour matched to shopfront. Carry out external alterations in association with this.

Applicant Name Mrs Trish Mcilhoney

Agent Name Mr Nicholas Welland

[2/2017/1491/HOUSE - 12B Well Lane, Shaftesbury](#)

Erect 2 No. shed/summer houses. Install external flue pipe.

Applicant Name Mr & Mrs Pankhurst

Agent Name Mr Nigel Trent

[2/2017/1331/FUL - 44 Sweetmans Road Shaftesbury SP7 8EH](#)

Erect 1 No. dwelling and form new vehicular access to serve the existing dwelling.

Applicant Name Mr B Hughes

[2/2017/1395/LBC - Natwest The Commons Shaftesbury SP7 8JY](#)

Remove 2 No. existing counters, formation of new partition for relocated new automation machines and carry out associated internal alterations.

Applicant Name The Royal Bank of Scotland Group

Agent Name Miss Laura Dickson

[2/2017/1285/LBC - 1 Bimport Shaftesbury SP7 8AT](#)

Carry out alterations associated with the conversion of the ground floor into 3 No. flats.

Applicant Name JKL (Enterprises) Ltd

Agent Name Angel Architecture Ltd

[2/2017/1284/FUL - 1 Bimport Shaftesbury SP7 8AT](#)

Convert ground floor into 3 No. flats.

Applicant Name JKL (Enterprises) Ltd

Agent Name Angel Architecture Ltd

[2/2017/1548/HOUSE - Beech Trees 51 Breach Lane Shaftesbury SP7 8LF](#)

Erect single storey rear extension

Applicant Name Mr & Mrs S Richards

Agent Name B G Helps Design

**Report 1017PH5 to a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall**

5 Parking at Lyons Walk

To consider parking issues at Lyons Walk

5.1 Recommendation

5.1.1 To apply to DCC for parking restriction at Lyons Walk

5.2 Background

5.2.1 The Council considered correspondence relating to parking issues at its Planning Meeting held in October 2016. No action was minuted in relation to the issue.

5.2.2 Further correspondence has been received from another resident of Lyon's Walk and the committee is asked to consider whether to apply to Dorset County Council for parking restrictions on that road.

5.2.3 Location



(End)

Report Author:
Claire Commons, Town Clerk

**Report 1017PH6 to a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall**

6 2018/19 Committee Budget

To make recommendations on the Committee's requirements for the 2018/19 budget

6.1 Recommendation

6.1.1 That the Committee identifies its budget requirements for 2018/19.

6.2 Background

6.2.1 Current Project funds for the P&H Committee are:

Reserves & Projects	Actual Last Year	Actual Year To Date	Current Annual Bud	Funds Available	% of Budget
Cycle Route	0	0	11,500	11,500	0.00%
Heritage Lanterns	0	0	10,000	10,000	0.00%
Neighbourhood Planning Group	4,325	583	8,686	8,102	6.70%
Total				29,602	

6.2.2 Grit Bins – consider making provision for Grit Bins at a cost of approximately £150 each, The Committee is not requested to identify specific locations at this point but may consider the requirement for grit bins east of Christy's Lane. **Appendix B** shows the current grit bin locations

6.2.3 Bus Shelter – consider providing a bus shelter on the A30 opposite the newly installed shelter at Pixmead Garden. Cost approximately £1,000 - £2,500 for a shelter

(End)

Report Author:
Claire Commons, Town Clerk

Appendix B. Grit bin locations

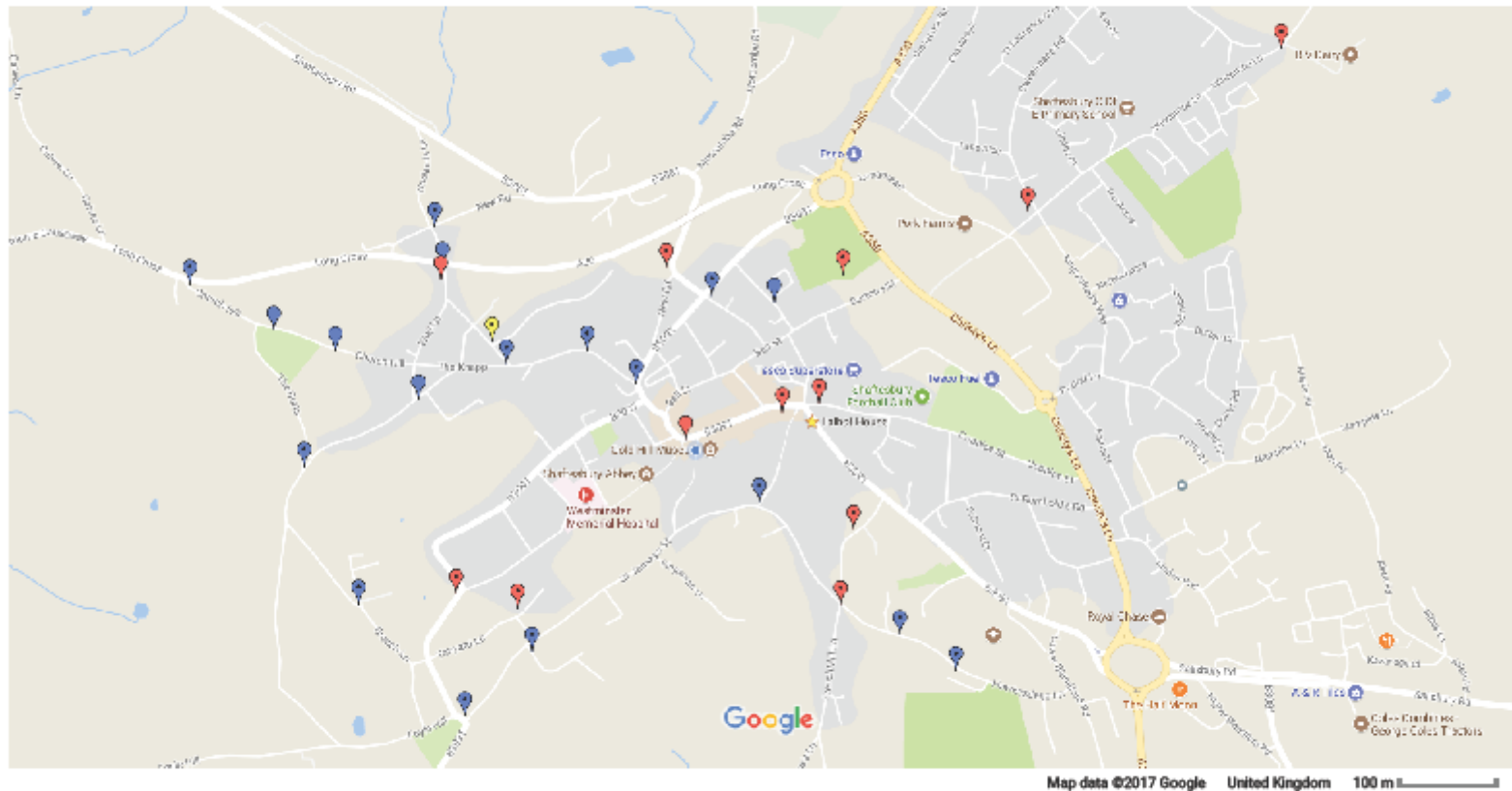
13/10/2017

Grit Bin locations - Google Maps



Grit Bin locations

Red markers show existing grit bins with dotted markers showing large bins, plain showing small. Blue markers show the locations of bins agreed at PLOD on 8th February 2011. Again, dotted markers are large, plain are small.



https://www.google.co.uk/maps/@51.0066744,-2.1950745,16z/data=!4m2!6m1!1s1FS_8mAJa-3IRKlg3kyxTQBui28

1/1

**Report 1017PH7 to a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall**

7 Neighbourhood Plan

To consider recommendations from the Neighbourhood Plan set-up group

7.1 Recommendation

- 7.1.1 That draft Terms of Reference and governing documents are prepared for the Shaftesbury Neighbourhood Plan Group
- 7.1.2 That an open meeting is held to launch the new Shaftesbury Neighbourhood Plan and invite volunteers

7.2 Background

- 7.2.1 The Neighbourhood Plan set up meeting was held on Thursday 5th October attended by the Town Clerk, Chair of Shaftesbury Town Council, Chair of the Town Council's Planning and Highways Committee, Chair of the Gillingham Neighbourhood Plan, representatives from the Shaftesbury Open Spaces Group, Chamber of Commerce and Longmead Industrial Estate.
- 7.2.2 The recommendations which came from the group was that the Council hold an open meeting to explain what a Neighbourhood Plan is, why the Council has resolved to prepare one and to invite volunteers.
- 7.2.3 The steering group would consist of approximately 10 members, that they would not represent a particular cause or organisation but would collectively 'steer' the neighbourhood plan according to the data and information obtained through wider networks.
- 7.2.4 A larger network event was recommended once the steering group was established, this to include representatives from as broad a spectrum as possible, including but not limited to local councillors, shopkeepers, businesses, community groups, trusts, housing organisations, not-for-profit organisations, hard-to-reach groups, local institutions, health and social care organisations, professional bodies etc. These networks would inform the steering group as appropriate through the preparation of the plan.
- 7.2.5 A sample terms of reference to be considered are
<http://www.shadwellneighbourhoodplan.co.uk/index.php/terms-of-reference>
- 7.2.6 The Committee should consider whether a code of conduct is written into the terms or applied as an additional governing document to the NPG.

(End)

Report Author:
Claire Commons, Town Clerk

Report 1017PH8 to a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall

8 Strategic Plan

To consider the Committee elements of the Strategic Plan; Affordable Housing, Bypass, Cycleway to Motcombe, Litter Collection and Litter receptacles, Neighbourhood Plan, Planning/development, Street lighting, Town centre enhancement, Christy's Lane audit

8.1 Recommendation

- 8.1.1 That the Committee identifies specific actions required on its elements of the Strategic Plan.

8.2 Background

- 8.2.1 The Committee is asked to refer to the adopted Strategic Plan (available on the Town Council's website) or the email spreadsheet provided.
- 8.2.2 The Committee should look at each item to consider whether there are any actions required by officers or whether brainstorming workshops are required to progress the respective elements.

8.3 Financial and Legal Implications

- 8.3.1 There are no financial or legal implications arising from this report

(End)

Report Author:
Claire Commons, Town Clerk

**Report 1017PH9 to a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall**

9 Highways

To consider issues relating to unmade roads on new developments and to receive and note highway closure notices.

9.1 Recommendation

- 9.1.1 That the Committee engages with the District and County Councils regarding remedying the condition of unmade roads on new developments.

9.2 Unmade Roads

- 9.2.1 The situation regarding unmade roads is becoming a more frequent complaint heard by the Town Council.
- 9.2.2 The condition of the roads is a cause for concern to road users and residents, with damage being caused to vehicles due to the road conditions.
- 9.2.3 There is a noticeable lack of mapping available for emergency services to use which is causing difficulties when teams outside the area respond to an emergency call.

9.3 Road Closure Notices

- 9.3.1 Shown at **Appendix C**;
- 9.3.2 Temporary closure of various streets in Shaftesbury for a remembrance parade, 12th November 2017
- 9.3.3 Temporary closure of Coppice Street, Shaftesbury, Monday 30 October 2017 for 5 days

9.4 Financial and Legal implications

- 9.4.1 There are no financial or legal implications arising from this report.

(End)

Report Author:
Claire Commons, Town Clerk

TEMPORARY CLOSURE OF COPPICE STREET, SHAFTESBURY

DORSET COUNTY COUNCIL has issued a Notice under Section 14 [2] of the Road Traffic Regulations Act 1984 as amended. All vehicles will be prohibited from proceeding along COPPICE STREET, SHAFTESBURY between Charles Garrett Close and Woodmans Court a distance of approximately 25 metres. The Notice is needed in order to comply with Health and Safety Regulations which require the provision of safe working areas and to minimise likelihood of danger to Highway Users. It will come into operation on Monday 30 October 2017 and will remain in force for 5 days. However, it is anticipated that the works will be completed by Wednesday 01 November 2017.

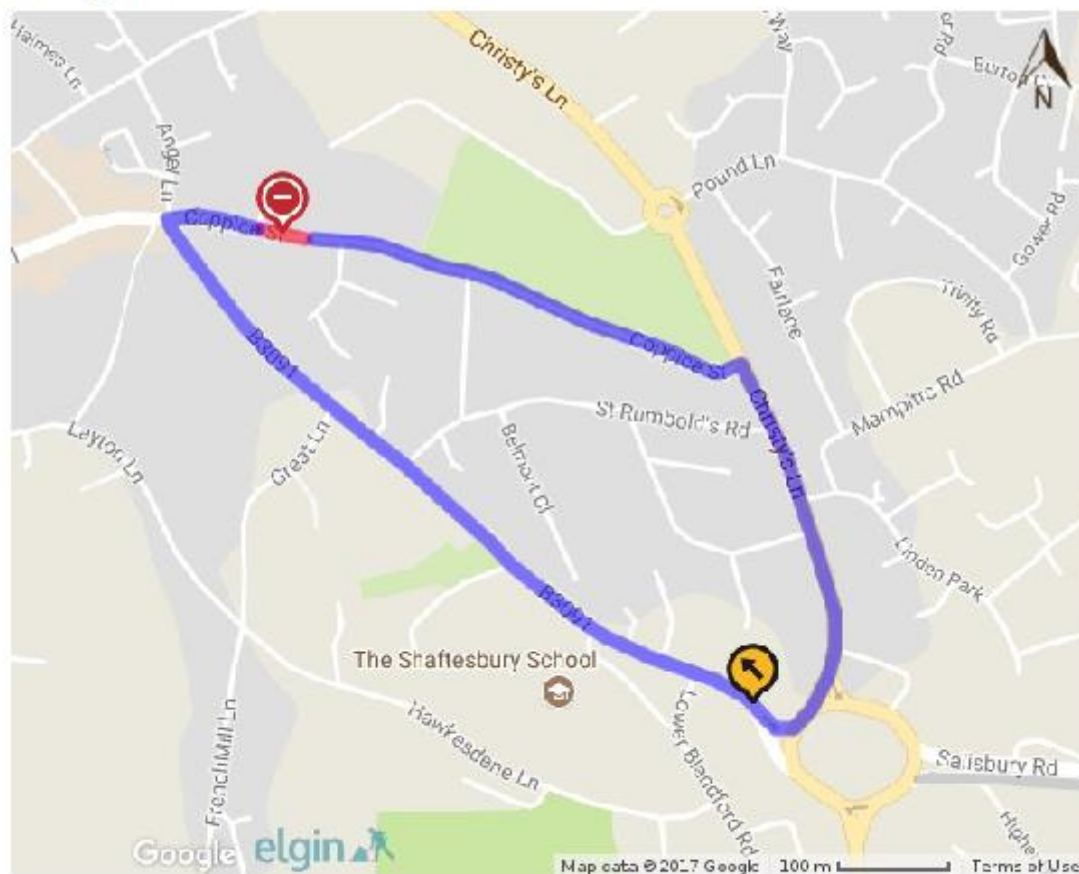
This Notice will enable CCN Communications, agents for BT, to lay BT ducting in the highway.

Alternative routes will be sign posted as indicated by the blue line on the following map.

If you would like further information about the work being undertaken please call CCN Communications, agents for BT, on 01329 220853. For the information concerning this notice please call Dorset Highways' Traffic Team on 01305 221020.

12 October 2017

MIKE HARRIES Director for Environment and the Economy County Hall DORCHESTER Dorset DT1 1XJ. Any person who uses or permits the use of a vehicle in contravention of the order will be liable on summary conviction to a fine not exceeding £1000.



**TEMPORARY CLOSURE OF VARIOUS STREETS IN SHAFTESBURY FOR
A REMEMBRANCE PARADE, 12TH NOVEMBER 2017: Ref. 17.T072****TEMPORARY PROHIBITION OF THROUGH ROAD WAITING OR LOADING AND UNLOADING**

For the purpose of a Remembrance Parade, DORSET COUNTY COUNCIL has issued a Notice under Section 16A of the Road Traffic Regulation Act 1984 to prohibit the use of the following streets in Shaftesbury by cyclists, horse riders and all mechanically propelled vehicles, except those taking part in the event on Sunday, 12th November 2017 as follows:-

- | | | |
|-----|-----------------------------------|-------------------|
| (A) | Bleke Street, Bimport, Abbey Walk | 10.45 – 10.55 hrs |
| (B) | Abbey Walk, Bimport, High Street | 11.05 – 11.15 hrs |

There will be no specified alternative route for diverted traffic on this occasion.

Marshals will be stationed at strategic points to ensure only those taking part in the Parade and emergency vehicles have access.

If you would like further information about the event please contact:
Event Organiser: Shaftesbury Town Council Tel: 01747 852420

OCTOBER 2017

Mike Harries, Director for Environment and the Economy, Dorset County Council, County Hall, Dorchester, Dorset DT1 1XJ

Any Person who uses or permits the use of the above streets in contravention of the notice will be liable on summary conviction to a fine not exceeding £1,000.



**Report 1017PH10 to a meeting of the Planning and Highways Committee
To be held at 7.00pm on Tuesday 17 October 2017 in the Council Chamber,
Shaftesbury Town Hall**

10 Officer Report

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

10.1 Correspondence

10.1.1 Coppice Street wall, concern that a listed wall has been removed.

10.1.1.1 The listing for 10 Coppice Street details "Late C18 to early C19. 2 storeys and attic. 2 bays. Slate gabled roof with segmental headed 2-light dormer in centre. Stone rubble front; plinth. Windows 4-panes wide in reveals. Doorway with wooden hood on small brackets; modern door or altered original door with upper part glazed.

10.1.2 Traffic on Bimport driving with lack of consideration and excess speed.

10.1.2.1 Correspondent written to advising that speeding is an issue for the police but that the Council would note their concerns.

10.2 Information

10.2.1 Dorset County Highways has reported that it is now policy that they won't replace paving with paving but with tarmac. Shaftesbury's paving's are quite good quality therefore so far the main problem is rocking and they can be re installed, when they crack the don't have to replace with stone but will with tarmac.

(End)

Report Author:
Claire Commons, Town Clerk