



Shaftesbury Town Council

Town Hall, Shaftesbury, Dorset. SP7 8LY

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

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

To be held at 6.30pm on Tuesday 20 November 2018 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.
- 4 PLANNING APPLICATIONS 8**
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- 5 BELL STREET – PARKING RESTRICTIONS 10**
To consider request for extending parking restriction on Bell Street
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To consider planning matters in relation to the development of the Cattle Market site, the Littledown site and other qualifying developments in the near future.

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To consider additional lighting requirements for Hawkesdene Lane

9 SHALE GAS PLANNING APPLICATIONS 15

To consider response to government consultation on mandatory prior consultation with communities before submitting shale gas planning applications.

(End)

Works Cited

Crime and Disorder Act, 1998 s.17. [Online]

Available at: http://www.legislation.gov.uk/ukpga/1998/37/pdfs/ukpga_19980037_en.pdf

Google, 2011. *Hawkesdene Lane*, s.l.: s.n.

Parish Councils Act, 1957 s3. [Online]

Available at: http://www.legislation.gov.uk/ukpga/1957/42/pdfs/ukpga_19570042_en.pdf

[Accessed November 2018].

1 Apologies

To receive and consider for acceptance, apologies for absence

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

The Council (including committees) should approve (or not) the reason for apologies given by absent councillors. If a council member has not attended a meeting of the council (or its committees) or has not tendered apologies which have been accepted by the council (or committee), for six consecutive months, they are disqualified.

1.1 Apologies received to date

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.

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

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.

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

3.1 Minutes to be adopted

16th October 2018



SHAFTESBURY TOWN COUNCIL

Planning and Highways Committee

Minutes of the Planning and Highways Committee held in the Council Chamber, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on Tuesday, 16 October 2018 commencing at 6:30pm.

Members Present

Councillor Taylor (Chair)
Councillor Lewer

Councillor Brown
Councillor Proctor

Absent:

Councillors Austin

Officers Present:

Claire Commons, Town Clerk
Brie Logan, Business Manager
Zoe Moxham, Office Administrator

In Attendance:

3 members of the public
1 member of the press

MINUTES

Public Participation

Members of the public were invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern. The following matters were raised;

- Concern was expressed regarding the Bimport junction being dangerous for drivers turning in to the Junction and leaving the Junction. It was mentioned that there had been a plan in place from Highways regarding this section of Road and Bleke street.
- A request was made for the Bollards outside the Town Hall to be raised once again to prevent cars from parking and turning.

P29 Apologies

Councillor Brown, running late due to personal commitments and Councillor Austin due to personal reasons.

P30 Declarations of Interest and Dispensations

All members were invited to declare any interests throughout the meeting if the need arose, the following declarations were made;
Mrs Zoe Moxham declared an interest in Item 4, relating to the Littledown Planning application, as a resident in that area.

P31 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 17 July 2018, the minutes were duly signed.

P32 Order of Business

It was **RESOLVED** to consider point 8.1.3 on Item 8 next and then Item 6, SID Updates to allow members of the public to leave after the item that interest them.

P33 Officer Report

8.1.3 Correspondence received from residents of Calves Lane was discussed and it was agreed to discuss Calves Lane as an area to consider a Traffic Study to be undertaken when Item 6, SID Updates was discussed.

P34 SID Updates

Officer report 1018PH6 was received and the following was **RESOLVED**;

P34a To undertake Traffic studies in the following locations;

- Pound Lane
- Sweetmans Road
- Calves Lane
- High Street Shaftesbury
- B3081 Gillingham Shaftesbury Road
- St James Street Shaftesbury
- B3091 Sturminster/Todber Road.

P34b To allocate £1800 to carry out the Traffic Studies and cover the costs associated with Installing the SID. (*Financial Implications £1800 General Reserves*)

ACTION: OFFICE ADMINISTRATOR/FINANCE AND SERVICES OFFICER

P35 Planning Applications

Officer report 1018PH4 was received and it was **RESOLVED** to submit the following observations on the below listed applications to the Local Planning Authority;

P35a 2/2018/1269/HOUSE 20 Sweetmans Road Shaftesbury Dorset SP7 8EH
Erect garage and create new vehicular access and parking area. **No Objection.**

- P35b 2/2018/1271/HOUSE 5 St James Street Shaftesbury SP7 8HE
2/2018/1206/LBC 5 St James Street Shaftesbury SP7 8HE
Extend height of chimney stack. Carry out external alterations in connection with this. **No Objection.**
- P35c 2/2018/1266/HOUSE Ampersand House Christys Lane Shaftesbury SP7 8DL
Erect single storey timber building and demolish 2 No. existing sheds.
2/2018/1267/LBC Ampersand House Christys Lane Shaftesbury SP7 8DL
Demolish 2 No. existing sheds and erect single storey timber building.
No Objection.
- P35d 2/2018/1396/HOUSE 5 Ratcliffs Garden Shaftesbury Dorset SP7 8HJ
Erect single storey side extension; install 2 No. dormer windows on north east roof slope; erect pitched roof over existing dormer windows (replace existing flat roof); affix timber cladding to dormers and frontage.
No Objection.
- P35e 2/2018/1214/HOUSE 18 Well Lane Shaftesbury SP7 8LW
Demolish existing rear outbuildings, and erect single storey rear extension.
No Objection.
- P35f 2/2018/1254/FUL Land At E 386668 N 124209 Littledown Shaftesbury Dorset. Application for Roundabout, connecting roads and car park area.
Support for this application with the following conditions:
A cycle route should be incorporated in the plans for this roundabout.
A two lane exit off the roundabout should be incorporated for the Wincombe Industrial estate exit to help with traffic flow.
- P35g 2/2018/0789/FUL at 9 Love Lane. **Objection due to poor visibility.**
ACTION: OFFICE ADMINISTRATOR
- P36 **Street Lighting**
Officer report 1018PH5 was received and it was **RESOLVED** to retain the budget line for Heritage Lanterns.
ACTION: FINANCE AND SERVICES OFFICER
- P37 **Parking Study**
Officer report 1018PH7 was received and it was **RESOLVED** to delegate authority to the Town Clerk and the Business Manager to select and instruct a company to undertake a parking study using funds allocated to the Neighbourhood Plan Advisory Committee. (*Financial Implications up to £5000 Neighbourhood Plan*)
ACTION: BUSINESS MANAGER
- P38 **Officer Report**
Officer report 1018PH8 was received and noted. It was agreed to gain data regarding installation of electric charging points in Shaftesbury in

consultation with the Neighbourhood Plan Advisory Committee and the
Visitors Experience Advisory Committee.

ACTION: BUSINESS MANAGER

There being no further business, the meeting was closed at 7:48pm.

Signed

Date

DRAFT

Report 1118PH5 to a meeting of the Planning and Highways

To be held at 6.30pm on Tuesday 20 November 2018 in the Council Chamber, Shaftesbury Town Hall

4 Planning Applications

To consider responses to planning applications to include but not be limited to; 6 St Georges Road, 6 Paddock Close and 8 Crookhays

4.1 Summary

- 4.1.1 The Committee is asked to provide its observations on the planning applications at Appendix A, returning an observation of Objection, No Objection or Support. Where possible and in particular with 'Objection' you will be asked to provide a planning reason.
- 4.1.2 The Committee may receive a report from Mr Clinch who has volunteered to keep the council informed on planning applications as they progress.

4.2 Financial & Legal Implications and Risk

- 4.2.1 There are none identified in this report.

4.3 Recommendation

- 4.3.1 That the Committee provides its observations on the below mentioned applications in the form of Support, No Objection or Objection.
That the Committee notes any report provided on the progress of planning applications and determines any actions arising.

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

4.4 Detail

- 4.4.1 Shaftesbury Town Council's Strategic Plan incorporates developing links with other authorities. Providing local knowledge on the considerations affecting planning applications is valuable to the Planning Authority.
- 4.4.2 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.
- 4.4.3 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.
- 4.4.4 Consideration should be given to matters relating to planning law and to local knowledge with any comments provided to support the observation made.
- 4.4.5 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/> (End)

Report Author:
Claire Commons, Town Clerk

Appendix B. Planning Applications

[Ref. No: 2/2018/1379/HOUSE 6 St Georges Road](#)

Erect single storey rear extension

Applicant: Mr R Hill

Agent: Roger Hill Architects

Date Requested: Wed 31 Oct 2018

Expiry Date: Fri 23 Nov 2018

[Ref. No: 2/2018/1412/HOUSE 6 Paddock Close](#)

Erect first floor extension over existing single storey flat roofed car port.

Applicant Mr And Mrs J And P Watson

Agent: Tangram Architects

Date Requested: Thu 01 Nov 2018

Expiry Date: Sat 24 Nov 2018

[Ref. No: 2/2018/1496/HOUSE 8 Crookhays](#)

Erect single storey extension, first floor balcony and front porch.

Applicant: Mrs L Dickson

Agent: Spudivor Designs Ltd

Date Requested: Wed 14 Nov 2018

Expiry Date: Shaftesbury TC Fri 07 Dec 2018

Report 1118PH5 to a meeting of the Planning and Highways

To be held at 6.30pm on Tuesday 20 November 2018 in the Council Chamber, Shaftesbury Town Hall

5 Bell Street – Parking Restrictions

To consider request for extending parking restriction on Bell Street

5.1 Summary



5.1.1 The Council has been corresponding with a resident over the last couple of years regarding access issues and a need for parking restrictions to be extended on Bell Street.

5.1.2 The issue is regarding the access and egress from 17 Bell Street, Shaftesbury. Vehicular access to the property is via a covered gated archway between property No 17 and No 13 The Arts Centre.

5.1.3 Access and egress to his property is exasperated when vehicles park on the single yellow line opposite his gateway, thus making the turning in and out of his gateway extremely difficult and sometimes impossible.

5.1.4 The County Council has approached the Town Council to ask whether any consideration has been given to requesting changes to the lining opposite this property. For example, to remove part of the single yellow line and replace it with a loading bay or extending the existing double yellows.

5.1.5 Barton Hill / Bell Street is programmed for areas of reconstruction and full resurfacing on the nights of 14th and 15th February 2019. It would be usual for the carriageway markings to be reinstated and go back as they are at the moment but there is an opportunity to request changes while the lines are erased.



5.2 Financial & Legal Implications and Risk

5.2.1 There are no financial implications on the Town Council

5.2.2 The legal responsibility for this item rests with the County Council Highways Authority

5.2.3 There is a risk of lines being reinstated and then changes requested shortly after. This could leave patchy marks on the road and would be an additional cost to the County Council.

5.3 Recommendation

5.3.1 That the Committee

STRATEGIC PLAN AREA: EXTERNAL ENGAGEMENT, PHIL PROCTOR

Report Author:
Claire Commons, Town Clerk

Report 1118PH6 to a meeting of the Planning and Highways

To be held at 6.30pm on Tuesday 20 November 2018 in the Council Chamber, Shaftesbury Town Hall

6 Littledown Development

To consider media output in response to the Council's observations and to consider representatives to meet with the developer to discuss the concerns raised by the Town Council.

6.1 Summary

- 6.1.1 A request has been received from the press to provide comment to the developer in regards to the observations made on the planning application for Littledown. The Councillor concerned has suggested that this is a corporate comment from the committee.
- 6.1.2 In addition, a separate request has been received from the developer to meet and discuss in further detail the concerns that the Council has in regards to the development.
- 6.1.3 The Shaftesbury Neighbourhood Plan's Advisory Committee will be considering the observations to the plan in connection with the emerging NP policies.

6.2 Financial, Legal and Risk Implication

- 6.2.1 There are no financial implications arising from this report.
- 6.2.2 The Town Council is not the Planning Authority and may not make determine planning applications. It may however discuss the reasons behind its observations with the developer to work towards a more appropriate development in accordance with local need and policies.
- 6.2.3 Any informal discussions held should have an officer present and a record kept and made available to the public.
- 6.2.4 Councillors should ensure that they do not risk predetermination of future planning applications as a result of discussions at this meeting.

6.3 Recommendation

- 6.3.1 That the Committee provides a press release or statement in regards to the Planning Application for Littledown.
- 6.3.2 That the Committee agrees members to meet with the Littledown developer and to include a member of its Neighbourhood Plan Advisory Committee.

STRATEGIC PLAN AREA: EXTERNAL ENGAGEMENT, PHIL PROCTOR

(End)

Report Author:
Claire Commons, Town Clerk

Report 1118PH7 to a meeting of the Planning and Highways

To be held at 6.30pm on Tuesday 20 November 2018 in the Council Chamber, Shaftesbury Town Hall

7 S.106 Developer Contribution

To consider planning matters in relation to the development of the Cattle Market site, the Littledown site and other qualifying developments in the near future.

7.1 Summary

- 7.1.1 The sale of the Cattle Market is progressing through North Dorset District Council and it is expected that a planning application will be forthcoming shortly for the development of a supermarket. The Littledown development is also going through the Planning Process.
- 7.1.2 As the Planning Authority, North Dorset District Council (or Dorset Councils post May 2019) will be considering requirements such as s.106 (developer contribution) the Town Council is recommended to begin to put together evidence based requirements for the s.106 contracts to inform the Planning Authority.

7.2 Financial, Legal and Risk Implication

- 7.2.1 There are no financial implications
- 7.2.2 The Town Council is not the Planning Authority and so may only inform the Planning Authority of local need.
- 7.2.3 There is a risk that if evidence based need is not provided to the District Council, s.106 monies may not be used to benefit the town or may not be allocated to areas of need.

7.3 Recommendation

- 7.3.1 That the Council makes representation to the Planning Authority for areas to link with the s.106 developer contributions.

STRATEGIC PLAN AREA: NEIGHBOURHOOD PLAN, JOHN LEWER

(End)

Report Author:
Claire Commons, Town Clerk

Report 1118PH8 to a meeting of the Planning and Highways

To be held at 6.30pm on Tuesday 20 November 2018 in the Council Chamber, Shaftesbury Town Hall

8 Hawkesdene Lane - Lighting

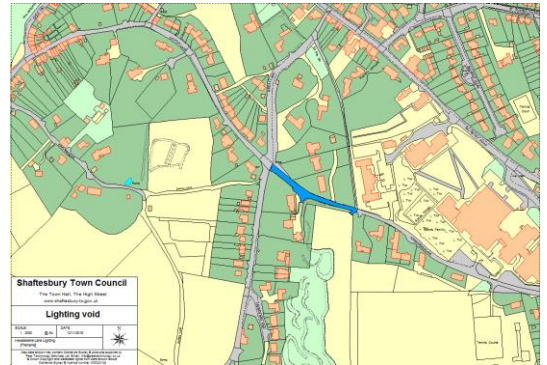
To consider additional lighting requirements for Hawkesdene Lane

8.1 Summary

- 8.1.1 Hawkesdene Lane benefits from a system of lighting along most of its length, except near its junctions with Lower Blandford Lane and again at Great Lane – where the road narrows for approx. 60m lengths in both locations to a single lane with many large trees over the road.



(Google, 2011)



- 8.1.2 Although it would be technically possible to design and complete this system, to install the four or so missing lights from this road, there would be significant land and tree issues to first resolve. It would require creating somewhere in the private land and high banks alongside the road to place columns, also remove or trim many of the trees growing over it.
- 8.1.3 The Town Council would need to obtain significant levels of local support from land owners and residents.
- 8.1.4 The County Council used to have a small annual budget to fulfil requests for additional lighting, this was removed in 2009 and is unlikely to be returned in the foreseeable future. However, if the Town Council wished to locally fund the scheme, County Council could arrange for a detailed estimate for the design and construction costs be prepared.

8.2 Legal Implication

- 8.2.1 The Town Council may, for the purpose of lighting the roads and other public places, provide and maintain lamps and contract for the supply of lighting. (Parish Councils Act, 1957 s3)
- 8.2.2 Local Councils must exercise their functions with due regard to their likely effect, if any, on crime and disorder and the need to prevent them. (Crime and Disorder Act, 1998 s.17)

8.3 Financial and Risk Implication

- 8.3.1 To trench along the road (in the absence of footways) and supply all four columns would cost in the region of £24,000.

8.4 Recommendation

- 8.4.1 That consideration of the impact of additional lighting on Hawkesdene Lane is given, to include public opinion, Dark Skies, Conservation Area, impact on crime and disorder and impact on the existing road.
- 8.4.2 That, if supported by the considerations at 6.4.1, the Committee is supportive of additional lighting, a recommendation is made to Council for including in the Strategic Plan.

STRATEGIC PLAN AREA: RESIDENTS LIFESTYLE - OUTDOOR, LUKE KIRTON

(End)

Report Author:
Brie Logan Business Manager

Report 1118PH9 to a meeting of the Planning and Highways

To be held at 6.30pm on Tuesday 20 November 2018 in the Council Chamber, Shaftesbury Town Hall

9 Shale Gas Planning Applications

To consider response to government consultation on mandatory prior consultation with communities before submitting shale gas planning applications.

9.1 Summary

- 9.1.1 The Government has announced a consultation that seeks views on whether applicants should be required to conduct pre-application consultation with the local community prior to submitting a planning application for shale gas development. More details can be found at <https://www.gov.uk/government/consultations/compulsory-community-pre-application-consultation-for-shale-gas-development>
- 9.1.2 The Society of Local Council Clerks will be responding to the consultation and would appreciate copies of any responses members or their councils may be submitting.
- 9.1.3 Consultation ends on 7th January 2019 but the SLCC would appreciate copies of responses by Friday 21st December 2018 in order to take them into account as part of their submission.
- 9.1.4 The response form is provided as an appendix to this report to guide your response. You may submit individual responses online using the link above. The corporate response of the Town Council will be submitted by its Proper Officer.

9.2 Legal Implication

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

9.3 Financial and Risk Implication

- 9.3.1 There are no financial implications arising from this report. There are no known risks to consider at this point.

9.4 Recommendation

- 9.4.1 That the Committee provides a corporate response to the consultation.

STRATEGIC PLAN AREA: EXTERNAL ENGAGEMENT, PHIL PROCTOR

(End)

Report Author:
Claire Commons, Town Clerk



Ministry of Housing, Communities & Local Government

Consultation response form

If you are responding by email or in writing, please reply using this questionnaire pro-forma, which should be read alongside the consultation document. You are able to expand the comments box should you need more space. Required fields are indicated with an asterix (*). It is not mandatory to answer all of the questions.

This form should be returned to:

shaleconsultation@communities.gov.uk

Or posted to:

Planning and Infrastructure Division
Ministry of Housing, Communities and Local Government
2nd floor, South East
Fry Building
2 Marsham Street
LONDON
SW1P 4DF

By 7 January 2019

Your details

First name*	
Family name (surname)*	
Title	
Address	
City/Town*	
Postal Code*	
Telephone Number	
Email Address*	

Are the views expressed on this consultation your own personal views or an official response from an organisation you represent? Select one:

- ☐ Personal View
- ☐ Organisational Response

If you are responding on behalf of an organisation, please select the option which best describes your organisation.

- ☐ Local authority (including National Parks, Broads Authority, the Greater London Authority and London Boroughs)
- ☐ Other Public Sector Body
- ☐ Private sector organisation (including housebuilders, developers, housing associations, businesses, consultants)
- ☐ Interest group, industry representative body, voluntary or charitable organisation
- ☐ Neighbourhood Planning Body / Parish or Town Council
- ☐ Other (Please specify)

If you selected other, please state the type of organisation.

Please provide the name of the organisation (if applicable).

Pre-application engagement

Question 1

Should community pre-application consultation be compulsory prior to applying for planning permission for shale gas development?

- ☐ Yes
- ☐ No
- ☐ Not Sure

Existing processes for compulsory community pre-application consultation

Question 2

By what process (if any) should prospective applicants be required to conduct community pre-application consultation prior to applying for planning permission for shale gas development?

- ☐ Onshore Wind Development
- ☐ Nationally Significant Infrastructure Projects regime
- ☐ Other

If Other, please specify.

Question 3

What (if any) shale gas development should be subject to compulsory community pre-application consultation?

- ☐ All shale gas development requiring a planning application
- ☐ Where an Environmental Impact Assessment is required
- ☐ Other criteria or threshold

If, Other criteria or threshold, please specify

Public sector equality duty

Question 4

Do you have any views the potential impact of the matters raised in this consultation on people with protected characteristics as defined in section 149 of the Equalities Act 2010?