



Shaftesbury Town Council

Town Hall, Shaftesbury, Dorset. SP7 8LY

Telephone: 01747 852420

Town Clerk: Mrs Claire Commons

e-mail:enquiries@shaftesbury-tc.gov.uk

Website:www.shaftesbury-tc.gov.uk

VAT Reg No 241 1307 58

To: Members of Shaftesbury Town Council's Full Council (FC), Councillors Austin, Brown (Chair), Cook, Hall, Jackson, Kirton, Lewer, Loader, Perkins, Proctor, Taylor (Vice-Chair), Todd. All other recipients for information only.

You are summoned to an Extraordinary meeting of the Full Council for the transaction of the business shown on the agenda below. To be held at **6.30pm** on **Tuesday 22 January 2019 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 2**
To receive and consider for acceptance, apologies for absence
- 2 DECLARATIONS OF INTEREST 2**
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 REPORTS 3**
To receive and note reports from Advisory Committees, Shaftesbury Civic Society, Officers and any other organisations on matters relating to the work of the Committee
- 4 PLANNING APPLICATIONS 5**
To consider responses to planning applications to include but not be limited to; 27 High Street, 6 St Georges Rd, Land at Paynes Place Farm, 9 High Street, 3 St James and Highbank Cottage.
- 5 DRAFT MINERALS SITES PLAN CONSULTATION 8**
To consider response to the Draft Mineral Sites Plan

Bibliography

Tharmarajah, M., 2013. *Local Council's Explained*. 1st ed. London: NALC.

(End)

1 Apologies

To receive and consider for acceptance, apologies for absence

1.1 Background

1.1.1 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.

1.2 Apologies received to date

1.2.1 Councillors Austin, Lewer and Proctor due to personal commitments.

STRATEGIC PLAN AREA: POLICIES, PROCEDURE AND GOVERNANCE, MARK JACKSON

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 or dispensations received to date

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

STRATEGIC PLAN AREA: INTERNAL ENGAGEMENT, MARK JACKSON

3 Reports

To receive and note reports from Advisory Committees, Shaftesbury Civic Society, Officers and any other organisations on matters relating to the work of the Committee

3.1 Recommendation

3.1.1 That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees

3.2 Summary

- 3.2.1 Correspondence received from head of planning to remind Councillors to include a material planning reason for your comments, be they of support or objection. Please see Appendix
- 3.2.2 The P&H Committee has historically worked closely with the Shaftesbury Civic Society.
- 3.2.3 The P&H Committee may also receive reports from the Council's Advisory Committees, not least the Neighbourhood Plan Advisory Committee. Where such reports include formal recommendations, these will be identified as separate agenda items.
- 3.2.4 The Council's scheme of delegation provides for officers to make decisions on behalf of the Council within certain parameters. Any decisions relating to the work of the Committee will be reported here.

3.3 Financial, Legal and Risk Implications

- 3.3.1 There are no financial implications arising from this report as the item is not specific enough to give advance notice of a decision to be taken.
- 3.3.2 There are no legal implications arising from this report for the reasons identified in Financial Implications.
- 3.3.3 There is a risk of decisions being taken on items not clearly identified on the agenda. This is mitigated by clear agendas and deferring items not notified in advance.

*STRATEGIC PLAN AREAS: ENGAGEMENT, PHIL PROCTOR
POLICIES, PROCEDURES AND GOVERNANCE, MARK JACKSON*

(End)

Report Author:
Claire Commons, Town Clerk

Appendix A. Correspondence from Head of Planning, NDDC

Message from Head of Planning, Jean Marshall

Dear Clerk

This is a gentle reminder that as part of your response to planning proposals you do need to give a material planning reason for your comments, be they of support or objection. Simply stating "No Objection" or "support" is insufficient as there is a requirement to give the reasons for that decision. Please therefore could you expand to explain the thought process that resulted in that recommendation from your Council.

To assist here are a few examples as to how you might word something to give a material planning reason for your thoughts.

House Extension – no objection as limited impact on amenity of neighbouring property/ object – will have detrimental impact on neighbouring property

New dwelling – support, design is in keeping with locality/ object – design not in keeping with local area

Vehicular access – support, will have no impact on road safety given proposed visibility splays/ object – visibility is poor in this location and traffic speeds are high.

I hope this is of assistance.

Regards

Jean

4 Planning Applications

To consider responses to planning applications to include but not be limited to; 27 High Street, 6 St Georges Rd, Land at Paynes Place Farm, 9 High Street, 3 St James and Highbank Cottage.

4.1 Recommendation

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

4.2 Summary

- 4.2.1 The Committee is asked to provide observations on the planning applications appended to this report, returning an observation of Objection, No Objection or Support and providing material planning reasons for the comments.
- 4.2.2 The Committee may receive a report from Mr Clinch who has volunteered to keep the council informed on planning applications as they progress.

4.3 Financial Implication

- 4.3.1 There are no financial implications arising from this report

4.4 Legal Implication

- 4.4.1 The Council is a statutory consultee but does not have the authority to determine planning applications.

4.5 Risk

- 4.5.1 There is a risk of passing an observation on an application without being fully appraised of the application, its situation and the local and national planning policies relating to it.

STRATEGIC PLAN AREA: EXTERNAL ENGAGEMENT, PHIL PROCTOR

4.6 Detail

- 4.6.1 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.
- 4.6.2 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.
- 4.6.3 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.
- 4.6.4 Consideration should be given to matters relating to planning law and to local knowledge with any comments provided to support the observation made.
- 4.6.5 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](http://planning.north-dorset.gov.uk/online-applications/). 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

- 4.7 [27 High Street Shaftesbury SP7 8JE Ref. No: 2/2018/1698/ADV](#)
Erect 1 No. non-illuminated hanging sign and 1 No. non-illuminated fascia sign.
Applicant Name Mrs Donna Flouraud
Agent Name Mr Ian Brown
- 4.8 **27 High Street Shaftesbury Dorset SP7 8JE Ref. No: 2/2018/1726/LBC**
Install suspended ceiling and vinyl plank flooring, erect 1 No. non-illuminated hanging sign and 1 No. non-illuminated fascia sign and carry out associated internal and external alterations.
Applicant Name Mrs Donna Flouraud
Agent Name Mr Ian Brown
- 4.9 [6 St Georges Road Shaftesbury Dorset SP7 8NH Ref. No: 2/2018/1379/HOUSE](#)
Erect single storey rear extension
Applicant Name Mr R Hill
Agent Name Mr R Hill
- 4.10 [Land At Paynes Place Farm New Road Shaftesbury Dorset Ref. No: 2/2018/1623/FUL](#)
Erect building for the use of wedding venue.
Applicant Name Mr & Mrs N Roberts
Agent Name Mr N Hunt
- 4.11 [9 High Street Shaftesbury SP7 8JS Ref. No. 2/2018/1618/LBC](#)
Repaint existing non-illuminated shop sign and render to front elevation and carry out associated external alterations.
Applicant Name Mr Ritchie
Agent Name Mr R Roff
- 4.12 [3 St James Street Shaftesbury SP7 8HE Ref. No. 2/2018/1655/LBC](#)
Remove and replace 5 No. windows. Repair canopy above front door and carry out associated external alterations.
Applicant Name Mrs claire uppington
- 4.13 [Highbank Cottage 19 Littledown Shaftesbury SP7 9HD Ref. No. 2/2018/1780/CPE](#)
Existing, 2 deep steps and sloped path down from the footpath across adopted land to the clients gate at the curtilage of their property. The request under an occupational therapists referral is to reduce the depth in the steps, by increasing the number of steps and to level the path to the gate, to also include the installation of a galvanised handrails on both sides of the steps to the gate.
Applicant Name Mr Barrie Watkinson
Agent Name Mr Barrie Watkinson

5 Draft Minerals Sites Plan Consultation

To consider response to the Draft Mineral Sites Plan

5.1 Recommendation

5.1.1 That the Committee provides a response to the Draft Mineral Sites Plan.

5.2 Summary

5.2.1 Consultation on land at Horton Heath will be available for you to view and comment between the following dates: Start date: 17/12/18 08:00 End date: 28/01/19 17:00
Please select the following link to view this event:

http://consult.dorsetforyou.com/portal/holton_heath See Appendix

5.3 Financial Implication

5.3.1 There are no financial implications arising from this report

5.4 Legal Implication

5.4.1 The Town Council is a consultee but does not have a statutory duty for minerals.

5.5 Risk

5.5.1 There are no risks identified in this report.

STRATEGIC PLAN AREA: EXTERNAL ENGAGEMENT, PHIL PROCTOR

(End)

Report Author:
Claire Commons, Town Clerk

Appendix C. Draft Minerals Site Plan

Draft Minerals Site Plan - Consultation on Land at Horton Heath (AS27)

1 Introduction

Introduction

1.1 Bournemouth Borough Council, Dorset County Council and the Borough of Poole are the Mineral Planning Authorities (MPAs) responsible for minerals planning in their respective areas, and have jointly prepared the Bournemouth, Dorset and Poole Minerals Plan in two parts:

- a. The Bournemouth, Dorset and Poole Minerals Strategy was adopted on 6 May 2014. It sets out the key principles to guide the future working of minerals up to 2028. It also sets out the development management policies against which planning applications for minerals development will be considered.
- b. The Bournemouth, Dorset and Poole Mineral Sites Plan (MSP) is currently being prepared, and will include specific proposals and policies to maintain mineral production and manage minerals development. It will also identify specific sites for future quarrying. A draft version of the MSP was submitted to the Secretary of State in March 2018 for examination. Public hearings led by an independent Inspector were held at the end of September/beginning of October 2018.

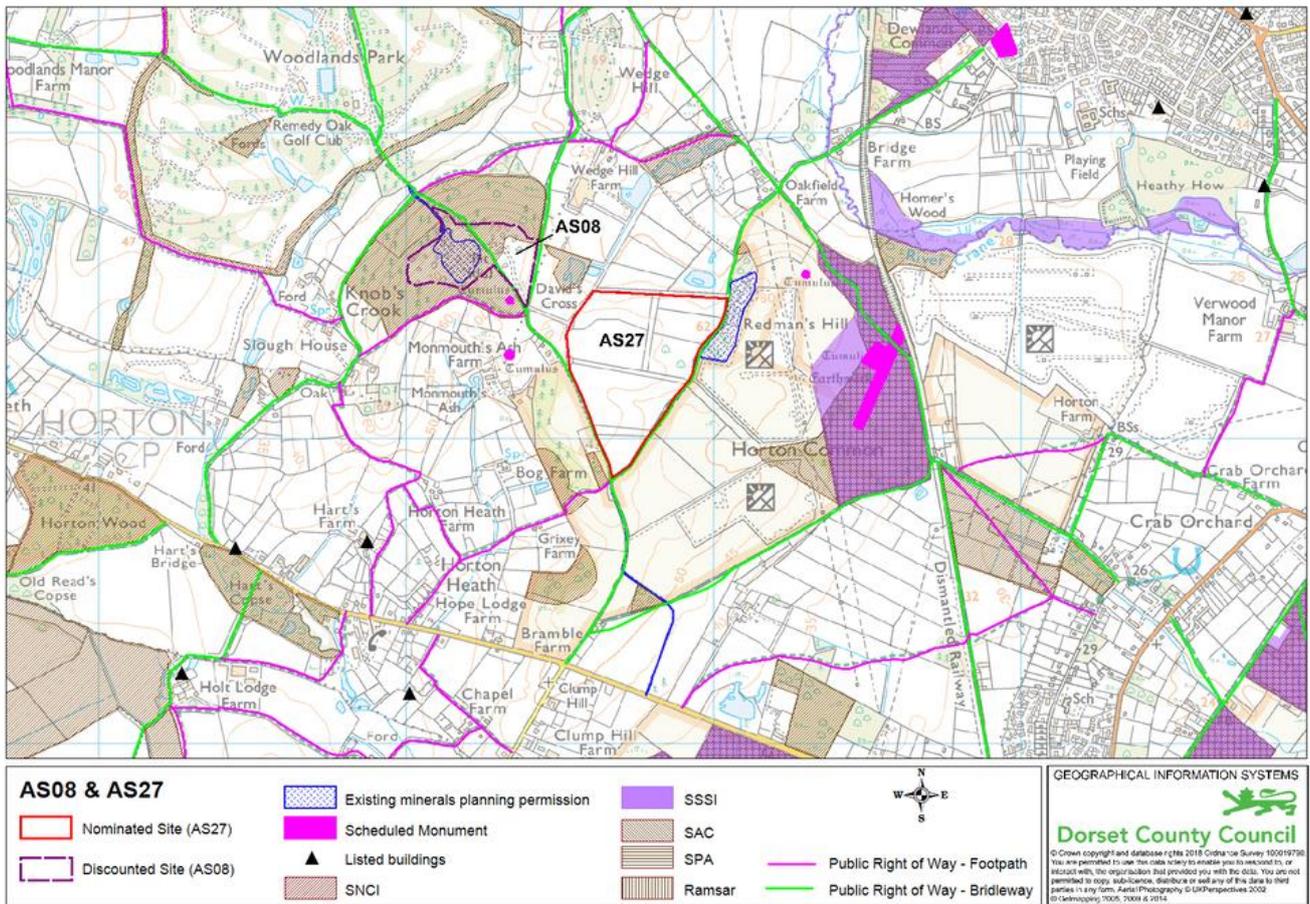
Background and context

1.2 During the preparation of the MSP, a number of potential sites were nominated to the Mineral Planning Authority (MPA) to consider whether they should be included in the Plan. Each nominated site has been assessed to identify likely impacts should it be developed. Those sites considered most appropriate, and required to meet expected mineral demand over the life of the Plan, were included as proposed site allocations in the MSP.

1.3 Not all the sites nominated to the MPA were included in the MSP. A number of sites were excluded on the grounds that the MPA considered that the impacts likely to be generated through their development could not be satisfactorily mitigated, so they were not considered appropriate for allocation. Other sites were not taken forward as the MPA felt that insufficient information had been made available for a robust assessment of the site to take place. This does not mean that the sites rejected may not in the future be allocated and developed - however, there was no need for them at this time, as expected demand for minerals over the life of the Plan could be met by more suitable sites with less constraints and where an appropriate level of assessment had been undertaken.

1.4 During the hearings, two sites at Horton Heath (site references AS08 and AS27) near Three Legged Cross that had not been included in the MSP were discussed. These are known as 'omission sites', i.e. they were omitted from the MSP. The owner argued that these sites should have been included in the MSP as allocations and that their omission impacted on its 'soundness' (i.e. whether it is fit for purpose and suitable to be adopted).

1.5 Figure 1 below shows the location of the two sites.



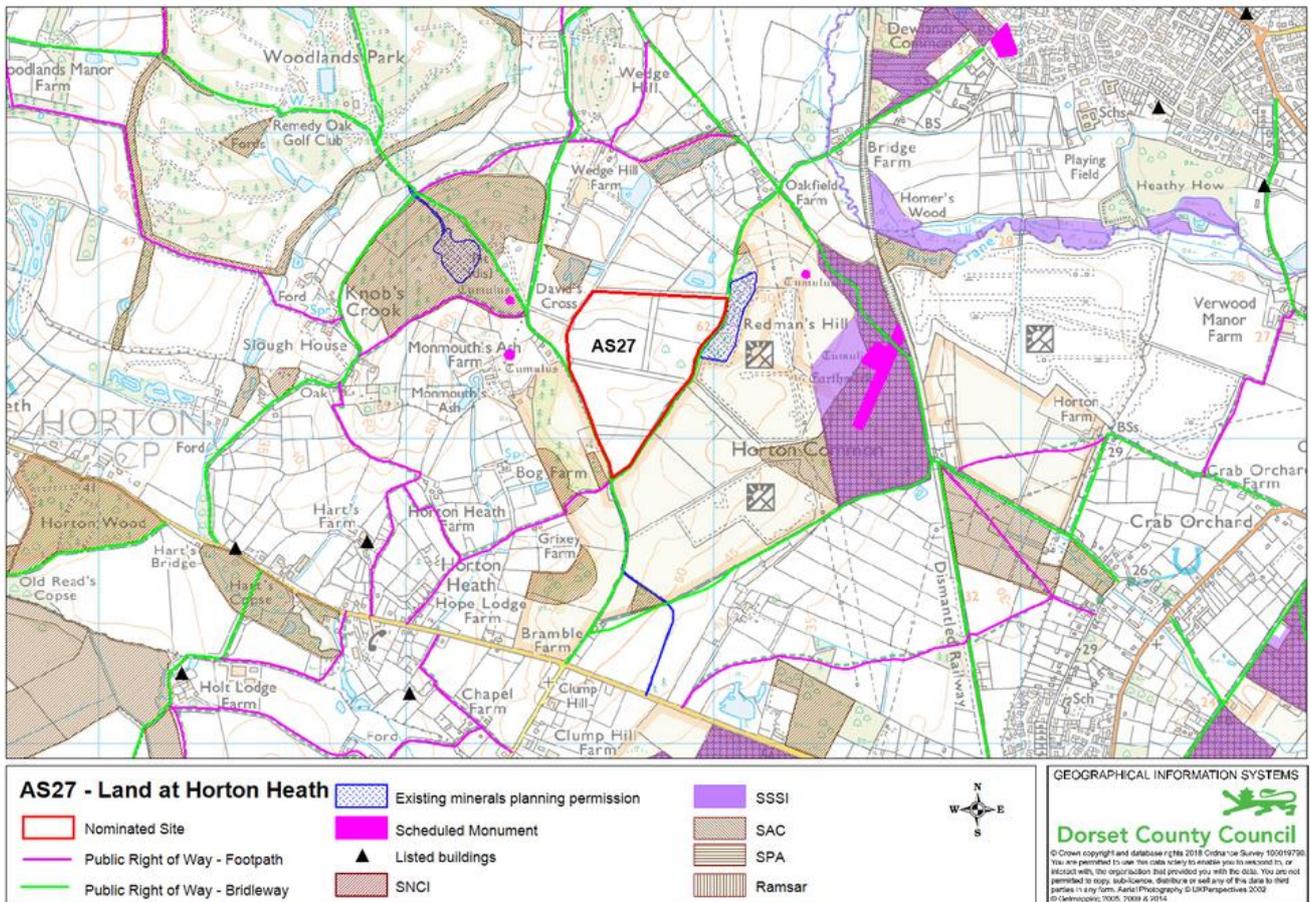
1.6 The MPA remains of the view that the western site, AS08, is heavily constrained ecologically and is not suitable for development. However, the Inspector has asked the MPA to re-consider the merits of the other site, AS27, as an allocation. This site would provide a source of sand which is currently in shorter supply in Bournemouth, Dorset and Poole and it is necessary to consider whether this site is needed in order to make the Plan sound.

Purpose of this document

1.7 As the AS27 site was not included in the most recent consultation (December 2017 - January 2018) prior to submission of the MSP to the Secretary of State, respondents and interested persons would not previously have had an opportunity to submit comments or objections, or to request to appear at the hearings. Therefore, it is important to carry out a focused consultation on this site so that anyone with an interest has a chance to comment so that any views can be considered before a decision is made on whether or not to include it in the Plan. If, following this consultation, the site is proposed for inclusion in the MSP as an allocation, then a modification to the Plan will be proposed (see 'What happens next').

How to comment on AS27 - Land at Horton Heath

1.8 You can now comment on AS27 Land at Horton Heath, as shown in Figure 2 below, as a potential site allocation for future quarrying of sand. Please note that this consultation relates **only** to AS27 Land at Horton Heath.



1.9 Further information on the site is available in Appendix 1 - this has been included for illustration purposes only, to show how AS27 would be included in the MSP should the decision be taken to include it as an allocation. Appendix 1 also provides more information on the potential development of the site and indicates the safeguards that would be required for its development. There is also a more detailed separate site assessment available on our website.

1.10 In your response you may wish to comment on whether the inclusion of the AS27 site would have any effect on the need to ensure that the MSP:

1. Has been prepared in accordance with the Duty to Co-operate requirements (i.e has the MPA worked constructively with other councils and public bodies in addressing the issues and matters, such as aggregate supply, that extend beyond the Bournemouth/Dorset/Poole boundaries);
2. Is legally compliant;
3. Is sound, that is it:
 - a. has been positively prepared;
 - b. is justified;
 - c. is effective;
 - d. is consistent with national policy.

In addition to, or instead of, these matters please feel free to make whatever other comments you wish regarding the AS27 site.

Question 1

- [Add Comments](#)
- [View Comments \(1\)](#)

Do you think AS27, Land at Horton Heath, should be included as an allocation in the Mineral Sites Plan or not?

- Please provide any comments on the advantages or disadvantages of allocating AS27 in the Mineral Sites Plan.

Report 0119FC5

- You may wish to comment on whether or not the inclusion or exclusion of the site in the Mineral Sites Plan would have an effect on whether the Plan: has been prepared in accordance with the Duty to Co-operate; is legally compliant; and/or is sound.

1.11 You are encouraged to view and respond to this consultation online at **www.dorsetforyou.gov.uk/mineral-sites-plan**

1.12 Alternatively you can email us at: **mwdf@dorsetcc.gov.uk** or telephone us on: **01305 224675/228585**

1.13 If you do not have access to a computer you can complete a paper response form and send it to:

Environment and Economy Directorate, Dorset County Council, County Hall, Colliton Park, Dorchester, DT1
1XJ

1.14 Response forms and hard copies of the consultation document are available at Dorset County Council (County Hall, Dorchester), Verwood Library and West Moors Library, or contact us for a copy.