



# Shaftesbury Town Council

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To: Members of Shaftesbury Town Council's Planning and Highways Committee (PH),  
Councillors for P&H; Lewer (Chair) Welch (Vice-Chair), Chase, Hollingshead, Proctor and Yeo.

You are summoned to 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 25 February 2020 in the Council Chamber, Shaftesbury Town Hall.**

All other recipients for information only

Note new start  
time

Claire Commons CerTHE PSLCC, Town Clerk and RFO

## Public Participation

The Chairman will invite members of the public to present their questions, statements or petitions. The period of time designated for public participation shall not exceed twenty minutes. A member of the public shall not speak for more than three minutes.

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.

## The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

## Agenda

- 1 APOLOGIES .....2**  
To receive and consider for acceptance, apologies for absence .....(1 min)
- 2 DECLARATIONS OF INTEREST .....2**  
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)
- 3 MINUTES .....2**  
To confirm the minutes of the previous meeting of the committee. ....(1 min)
- 4 PLANNING APPLICATIONS .....6**  
To consider responses to planning applications to include but not be limited to;  
9 Haines Lane,  
Greatfield Littledown,  
10 Fairlane,  
Land At E 386668 N 124209 Littledown,  
The Mitre 23 Highstreet,  
3 Ratcliffs Gardens  
30 Salisbury Street..... (40 mins)
- 5 COMMITTEE TERMS OF REFERENCE.....9**  
To review the Committee Terms of Reference ..... (10 min)

Anticipated meeting end time 8:00pm

(End)

## **1 Apologies**

To receive and consider for acceptance, apologies for absence (1 min)

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### **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 Councillor Hollingshead due to personal commitments.

## **2 Declarations of Interest**

To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)

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### **2.1 Background**

- 2.1.1 Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2019. The Clerk will report any dispensation requests received
- 2.1.2 Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct. (Shaftesbury Town Council, 2019)

### **2.2 Declarations of Interest or dispensations received to date**

## **3 Minutes**

To confirm the minutes of the previous meeting of the committee. (1 min)

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### **3.1 Background**

- 3.1.1 When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting and the resolutions made at them. It is irrelevant if the chairman or other councillors were not present at the meeting to which the draft minutes relate.
- 3.1.2 If it is necessary for the draft minutes of the previous meeting to be corrected because of an inaccuracy in them, then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154)

### **3.2 Minutes to be adopted**

- 3.2.1 21<sup>st</sup> January 2020, see following page



## SHAFTESBURY TOWN COUNCIL

### Planning and Highways Committee

Minutes of the Planning and Highways Committee held in the Guildhall, Town Hall, High Street, Shaftesbury Dorset SP7 8LY on 21st January 2020 commencing at 7.33 pm.

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#### **Members Present**

Councillor Lewer (Chair)  
Councillor Yeo

Councillor Hollingshead  
Councillor Chase

#### **Absent:**

Councillor Proctor  
Councillor Welch (Vice Chair)

#### **Officers Present:**

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

#### **In Attendance:**

Councillor Piers Brown  
1 member of the press  
2 members of the public  
2 representatives for the Lidl planning application

## **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;

- **Lidl Planning application** – representatives from Lidl explained the amendments to the plans for the former livestock market site at Christys lane and answered any questions from the committee.  
Support for this application was expressed by members of the public.

The meeting commenced at 7.40 pm

#### **P61 Apologies**

Apologies were received and accepted from Councillor Proctor due to personal commitments and Councillor Welch due to illness.

#### **P62 Declarations of Interest and Dispensations**

All members were invited to declare any interests throughout the meeting if the need arose.

Councillor Hollingshead declared an interest in item 5, Planning Application 5.2.5 as a resident nearby the site.

Councillor Yeo declared an interest in item 4, Mampitts Traffic Study as a resident nearby the site and in item 5, Planning Application 5.2.6 as a former objector of the sale of the Cattle Market site. Councillor Yeo also declared he was recording the meeting.

Despite not being a member of the Planning and Highways committee Councillor Brown declared an interest in item 4, Mampitts Traffic Study as a resident nearby the site and requested it was noted.

**P63 Order of Business**

It was **AGREED** to discuss planning application 5.2.6, (2/2019/0769/FUL) as the next item of business to allow members of the public to leave after the item that interests them.

**P64 Planning Application 5.2.6**

Officer report 1219PH5, 5.2.6 was received and it was **RESOLVED** to submit the following comments;

- P64a Erect retail foodstore (Class A1), form vehicular and pedestrian accesses, car parking, landscaping and engineering works (demolish existing buildings)  
Former Livestock Market Site Christys Lane Shaftesbury Dorset SP7 8PH  
Ref. No: 2/2019/0769/FUL (Reconsultation)  
**Support for this application including the conditions from Highways, the Tree Officer and the Conservation Officers.**

**P65 Minutes**

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 17 December 2019, and subject to one spelling amendment to P15a the minutes were accepted and duly signed.

**P66 Reports**

Officer report 1219PH4 was received and the reports received and noted.

- P66a A verbal report was received from the Business manager on the Neighbourhood Plan.

- P66b Thanks was expressed to the Business Manager for the work gone in to the preparation of the Neighbourhood Plan.

**P67 Planning Applications**

Officer report 1219PH5 was received and it was **RESOLVED** to submit the following comments;

- P67a Application for a Certificate of Lawfulness to continue using as a separate dwelling.  
Annexe 4 Haimes Lane Shaftesbury Dorset  
Ref. No: 2/2019/1695/CPE  
**Support**
- P67b Erect detached timber garden room.  
20 Tanyard Lane Shaftesbury SP7 8HW

Ref. No: 2/2019/1763/HOUSE

**No comment. Recommend the Conservation Officer report to be noted by the planning officer.**

P67c Erect garden office.  
14 Cranborne Drive Shaftesbury SP7 9HA  
Ref. No: 2/2019/1687/HOUSE  
**No objection**

Councillor Brown requested that it be noted he had declared an interest in this item and left the room at this point.

P67d Erect 1 No. Garage  
Abbey House Abbey Walk Shaftesbury SP7 8BB  
Ref. No: 2/2019/1772/HOUSE and Ref. No: 2/2019/1773/LBC  
**No objection, subject to the Conservation Officer report.**

Councillor Brown returned to the room at this point.

P67e Change of use of former retail/storage area to community venue and cafe/bar. Erect timber framed building, secure frontage and interior canopy (retrospective)  
Mustons Yard Mustons Lane Shaftesbury SP7 8AD  
Ref. No: 2/2019/1790/FUL  
**No comment on this application as there was an equality of votes.**

Councillor Hollingshead requested that it be noted that he was not 'against Angola' and had previously been thanked by the owner for his comprehensive report on a previous planning application for the site.

ACTION: OFFICE ADMINISTRATOR

There being no further business, the meeting was closed at 8.46 pm.

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Signed

Date

#### **4 Planning Applications**

To consider responses to planning applications to include but not be limited to;

9 Haimes Lane,  
Greatfield Littledown,  
10 Fairlane,

The Mitre 23 Highstreet,  
3 Ratcliffs Gardens  
30 Salisbury Street.

Land At E 386668 N 124209 Littledown,

(40 mins)

##### **4.1 Summary**

- 4.1.1 Planning applications listed below have been received and require comments to be submitted to the Local Planning Authority. Prior to the meeting, members are urged to view the planning application using the link below and to visit the site to understand local context.

##### **4.2 Planning Applications**

4.2.1 **[Erect 1 No. Two-Storey Side Extension \(Demolish Rear Extension and Garage\)](#)**

9 Haimes Lane Shaftesbury SP7 8AJ

Ref. No: 2/2020/0014/HOUSE

Applicant Name Mr & Mrs Jeremy Pearce

Agent Name Mr Anthony Southey

4.2.2 **[Demolish bungalow, erect 9 No. dwellings, form vehicular access, parking, landscaping and carry out other associated works.](#)**

Greatfield Littledown Shaftesbury SP7 9HD

Ref. No: 2/2019/1816/FUL

Applicant Name Redrow Homes Ltd

Agent Name Turley

4.2.3 **[Erect 2 No. First Floor extensions.](#)**

10 Fairlane Shaftesbury SP7 8RT

Ref. No: 2/2020/0048/HOUSE

Applicant Name Mrs A Down

4.2.4 **[Erect 2 No. non-illuminated 'V' stack signs and 8 No. non-illuminated marketing flags.](#)**

Land At E 386668 N 124209 Littledown Shaftesbury Dorset

Ref. No: 2/2020/0085/ADV

Applicant Name Redrow Homes Ltd

4.2.5 **[1 No. dwelling \(unit\) to be used as show home.](#)**

Land At E 386668 N 124209 Littledown Shaftesbury Dorset

Ref. No: 2/2020/0084/FUL

Applicant Name Redrow Homes Ltd

4.2.6 **[Install kitchen extraction equipment, external louver and discharge flue.](#)**

The Mitre 23 High Street Shaftesbury SP7 8JE

Ref. No: 2/2020/0100/FUL

Applicant Name Youngs & cO'S

Agent Name Planning Potential

4.2.7 **Install kitchen extraction equipment, external louvre and discharge flue and carry out associated internal and external alterations.**

The Mitre 23 High Street Shaftesbury SP7 8JE

Ref. No: 2/2020/0101/LBC

Applicant Name Youngs & cO'S

Agent Name Planning Potential

4.2.8 **Install 1 No. Glass Balcony**

3 Ratcliffs Garden Shaftesbury Dorset SP7 8HJ

Ref. No: 2/2020/0065/HOUSE

Applicant Name Mr M Skinner

4.2.9 **Installation of 2 No rooflights, minor internal partition alterations and erect 1 No. Garden Room. Carry out associated internal and external alterations.**

30 Salisbury Street Shaftesbury SP7 8EJ

Ref. No: 2/2020/0154/LBC

**Installation of 2 No rooflights, minor internal partition alterations and erect 1 No. Garden Room.**

30 Salisbury Street Shaftesbury SP7 8EJ

Ref. No: 2/2020/0153/HOUSE

Applicant Name BRYANSTON design Richard Disbrow

Agent Company Name BRYANSTON design

#### 4.3 Legal Implication

4.3.1 The Town Council is a consultee but does not have the authority to determine planning applications.

4.3.2 Planning applications are delegated to the Planning and Highways Committee for consideration (Shaftesbury Town Council, 2019, p. 2) but may be considered by the Full Council or the General Management Committee where time constraints apply.

#### 4.4 Recommendation

4.4.1 That the Council provides its response on the listed planning application and considers responses to applications received without notice, in the form of Support, No Objection or Objection.

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#### 4.5 Additional Information

4.5.1 As part of Shaftesbury Town Council's response to planning proposals it needs to give material planning reason for its 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.

Biodiversity

Economic Benefits

Flooding Issues

Heritage

Impact on Light

Local or Government Policy

Other

Parking

Road Safety

Trees

Design

Effect on the Appearance of Area

Height

Impact on Access

Landscape

Noise/Disturbance

Overlooking/Loss of Privacy

Residential Amenity

Traffic or Highways

Financial Implication

4.5.2 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.

(End)

Report Author:

Claire Commons Certhe PSLCC, Town Clerk and RFO



## **5 Committee Terms of Reference**

To review the Committee Terms of Reference

(10 min)

### **5.1 Summary**

5.1.1 The Council resolved to defer the Terms of Reference for further consideration.

5.1.2 Each Committee will be asked to review the section relevant to their remit and make recommendations to Council

### **5.2 THE PLANNING COMMITTEE [Currently P&H]**

- a) Membership and Frequency of Meeting
  - i) 6 members of the Council who will meet as committee often enough to provide an effective response to planning applications
  - ii) Members to be appointed by Full Council each year.
  - iii) Quorum 3
- b) Matters for consideration and determination:
  - i) To comment on planning applications received from the local planning authority
  - ii) To comment on behalf of the Council on Local Plans, Structure Plans, Mineral Plans, Waste Plans, Regional Plans and any other Plan or Studies as considered appropriate, including routine transport issues
  - iii) To comment on Licensing matters received from the local licensing authority
  - iv) Street naming when requested
  - v) To make recommendations regarding waiting restrictions within the Town
  - vi) Consideration of the Shaftesbury and Gillingham Area Transport Action Group recommendations
  - vii) Any other matter which may be delegated to it by the Full Council from time to time

### **5.3 Recommendation**

5.3.1 That the Committee makes recommendation on the terms of reference above to Full Council

(End)

Report Author:

Claire Commons CertHE PSLCC, Town Clerk and RFO