



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 18 August
2020 [online at Zoom.us](https://www.zoom.us)**. Meeting ID: 843 8199 4300

All other recipients for information only

Claire Commons CerTHE PSLCC, Town Clerk and Responsible Finance Officer (RFO)

11th August 2020

Public Participation

Due to the current government coronavirus response, the Town Council will be meeting online. Members of the public are encouraged to submit their questions or comments under 'Public Participation' in advance of the meeting to the Chairman and these will be made available to all Councillors. Members of the public may also link in to observe the meeting using the details above. ([Local Government Act, 1972 s.100](#))

Online Meeting Arrangements

The Chairman will host the meeting, attendees will be muted and councillors invited to speak in turn at each agenda item in line with Standing Orders Rules of Debate, Councillors may raise their hand to indicate that they wish to speak at other times. Voting will be taken in turn as directed by the Chairman and should be by the response 'In Favour', 'Against', or 'Abstain'. The decision and summary of votes will be read back before moving to the next item. ([The Local Authorities and Police and Crime Panels \(Coronavirus\) \(Flexibility of Local Authority and Police and Crime Panel Meetings\) \(England and Wales\) Regulations, 2020](#))

The 7 principles of public life

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

([Committee on Standards in Public Life, 1995](#))

Agenda

- 1 APOLOGIES3**
To receive and consider for acceptance, apologies for absence(1 min)
([Local Government Act, 1972 s.85](#))
- 2 DECLARATIONS OF INTEREST3**
To declare any interests relating to the business of the meeting and receive any
dispensation requests from the Clerk.(1 min)
([Shaftesbury Town Council Code of Conduct, 2019](#))
- 3 MINUTES4**
To confirm the minutes of the previous meeting of the Planning and Highways Committee.
.....(5 min)
([Local Government Act, 1972 Sch 12](#))
- 4 DIVERSION ORDER, FOOTPATH 325**
To consider a response for Dorset Council Application for Diversion Order, Footpath 32,
Shaftesbury 32 Consultation.....(10 min)
([Planning and Highways Committee Terms of Reference, 2019](#))

Report 0820PH04 to a meeting of the Planning and Highways Committee
Tuesday 18 August 2020

5	PLANNING APPLICATIONS	8
	To consider responses to planning applications to include but not be limited to; 2 The Bluebells Manor Close, St James Bimport House, 15 Bimport 2 Snowdrop Wynd The Livestock Market.....	(25 min)
	<i>(Road Traffic Regulation Act, 1984 s.57)</i>	
6	COMMUNITY HIGHWAYS REQUEST - GROSVENOR RD	10
	To consider the Community Highways Request regarding Grosvenor Rd;.....	(10 min)
	<i>(Road Traffic Regulation Act, 1984 s.57)</i>	
7	PLANNING WHITE PAPER	11
	To consider response to the planning white paper;	(20 min)
	<i>(Road Traffic Regulation Act, 1984 s.57)</i>	

(End)

Anticipated meeting end time 8:15pm

References

Committee on Standards in Public Life, 1995. *The seven principles of public life*. [Online]
Available at: <https://www.gov.uk/government/publications/the-7-principles-of-public-life>

Local Government Act, 1972 s.100. *Admission of public and press to local authority committee meetings*. [Online].

Local Government Act, 1972 s.85. *Vacation of office by failure to attend meetings*. [Online].

Local Government Act, 1972 Sch 12. *Meetings and Proceedings of Local Authorities*. [Online].

Planning and Highways Committee Terms of Reference, 2019. *Planning and Highways Terms of Reference*. [Online]
Available at: <https://www.shaftesbury-tc.gov.uk/wp-content/uploads/2020/01/2019-07-23-Adopted-TERMS-OF-REFERENCE.pdf>

Road Traffic Regulation Act, 1984 s.57. [Online].

Shaftesbury Town Council Code of Conduct, 2019. *Code of Conduct*. [Online]
Available at: https://www.shaftesbury-tc.gov.uk/images/STC_Code_of_Conduct_2012.pdf

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

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations, 2020 . [Online].

1 Apologies

To receive and consider for acceptance, apologies for absence

(1 min)

[\(Local Government Act, 1972 s.85\)](#)

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.

2 Declarations of Interest

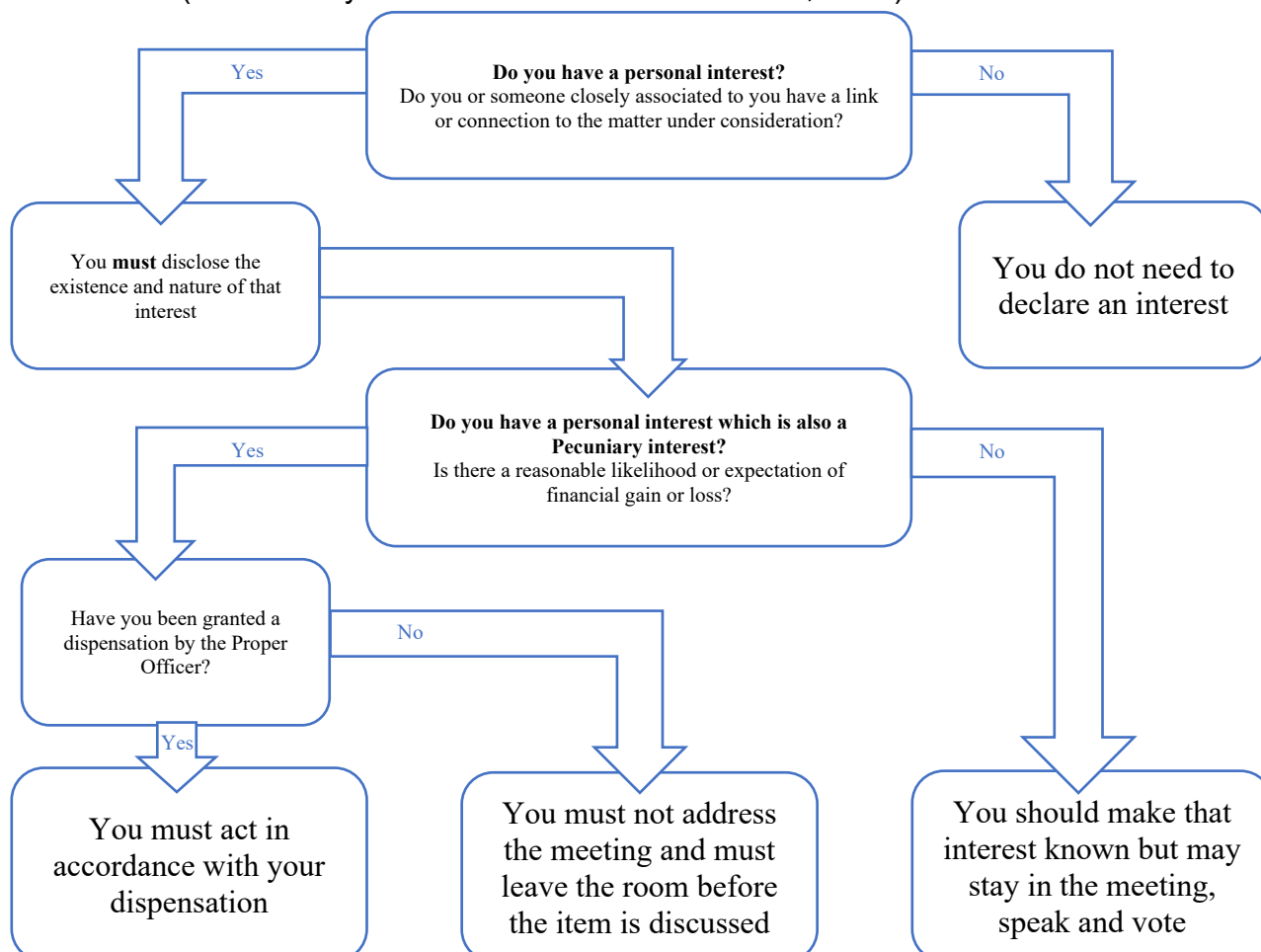
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk.

(1 min)

[\(Shaftesbury Town Council Code of Conduct, 2019\)](#)

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 Code of Conduct, 2019)



3 Minutes

To confirm the minutes of the previous meeting of the Planning and Highways Committee. (5 min)

[\(Local Government Act, 1972 Sch 12\)](#)

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 Minutes to be adopted are provided through the hyperlinks against each of the dates below. Members should read them in advance of the meeting and satisfy themselves that they are a true record of the decisions taken.
- 3.2.2 [14th July 2020](#)

4 Diversion Order, Footpath 32

To consider a response for Dorset Council Application for Diversion Order, Footpath 32, Shaftesbury 32 Consultation. (10 min)

(Planning and Highways Committee Terms of Reference, 2019)

4.1 Summary

4.1.1 A Diversion Order for Footpath 32 has been received and Dorset Council requires comments from Shaftesbury Town Council to be submitted.

4.1.2 The detail received is in the below email:

Dorset Council
Section 257, Town and Country Planning Act 1990
Application for a Public Path Diversion Order
Public Footpath No. N1/32, Shaftesbury

Countryside Access Management Ltd. has been appointed by Dorset Council to undertake consultations on an application to divert footpath 32, Shaftesbury, under S.257 of the Town and Country Planning Act 1990. Under section 257 of the Town and Country Planning Act 1990 the Council may make an order to stop up or divert a footpath if it is satisfied that it is necessary to do so to enable development to be carried out.

Planning consent has been granted by the former North Dorset District Council for a development comprising of 170 dwellings, vehicle access to the A350, public open space, landscaping, car parking, ancillary works and associated infrastructure at Littledown, Shaftesbury. (Application No. 2/2018/1418/REM). Public footpath 32, Shaftesbury, runs through the site of the development, and the developers have applied to Dorset Council for an order under section 257 of the Town and Country Planning Act 1990 to divert the footpath to a new line to enable the development to take place. A plan is enclosed showing the effect of the proposed changes to the line of the footpath, together with a plan showing details of the layout of the development for which planning consent has been granted.

This proposal has been put forward by the developers in the light of responses to consultations that have been carried out on an earlier proposal for the diversion of the footpath. I refer to my letter of 4th March 2020, which contains details of the proposal which has now been revised to that described in this letter and shown on the accompanying plan.

The length of footpath that would be extinguished by the order is shown on the plan as a bold line between points A and B

The proposed alternative length of footpath is shown as a broken black line between A, A1, C, E, E1, F, G, H, I, J and K. Between points A and A1 and E1, F, G and H the diverted footpath would have a width of 1.8 metres, and a gravel surface; between A1 and C, and H, I, J and K the diverted footpath would have a tarmac surface, and a width of 2 metres, and between C, E and E1 it would have a grass surface and a width of 1.8 metres.

The existing route of the footpath is presently closed, but the proposed route of the footpath can be viewed from the temporary path that is open for use as an alternative. I

should be grateful if you would inform me of any comments you wish to make and let me know whether you would intend to object to a path order under S.257 of the Town and Country Planning Act 1990 to effect the changes as described. Your comments will be treated as public information (please refer to the Data Protection information at the end of this letter) and may be incorporated if a report is made to the relevant Area Planning Committee. If the case is to be brought before the Committee we will write to those directly affected to advise them. If you wish to be informed of the details of the meeting, please let me know.

4.1.3 See Appendix A for map.

4.2 **Scheme of Delegation**

4.2.1 The Planning and Highways Committee has the delegated authority to discuss, debate and record Town Council observations on planning applications, licenses and highway matters and to relay such observations direct to the relevant Planning Authority in time for these to be taken into account by them in their decision making process. (Planning and Highways Committee Terms of Reference, 2019)

4.3 **Financial Implications**

4.3.1 There are no costs to the Council in relation to this report

4.4 **Legal Implication**

4.4.1 None

4.5 Recommendation
4.5.1 That the Council provides its response on the footpath.

4.6 **Reason for Recommendation**

4.6.1 To fulfil the Council's responsibility and exercise its views as a Statutory Consultee

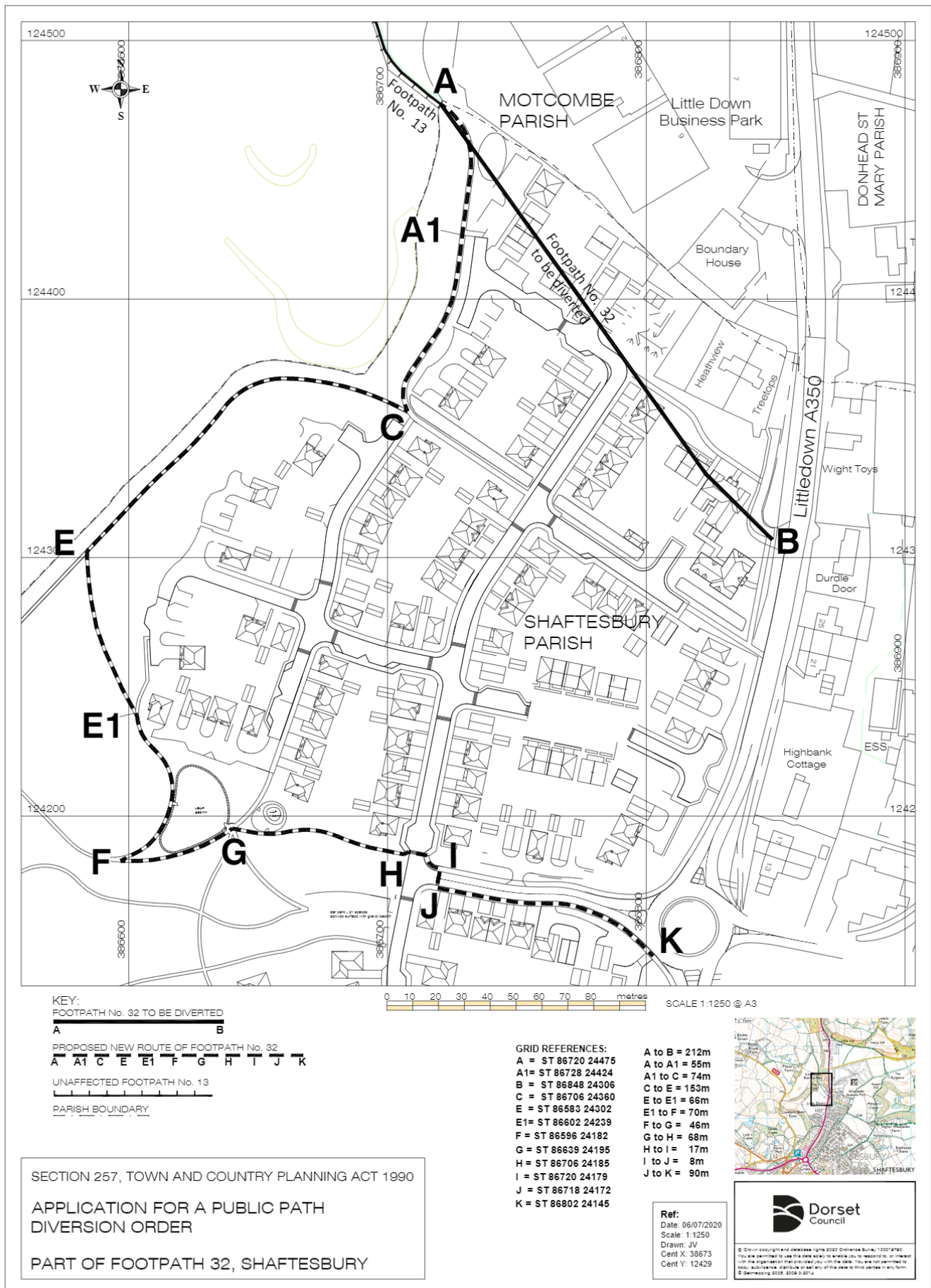
(End)

Report Author:

Zoe Moxham

Office Administrator

Appendix A.



5 Planning Applications

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

2 The Bluebells

Manor Close, St James

Bimport House, 15 Bimport

2 Snowdrop Wynd

The Livestock Market

(25 min)

[\(Road Traffic Regulation Act, 1984 s.57\)](#)

5.1 Summary

- 5.1.1 The 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 applications using the link below and visit the site (with appropriate social distancing) to understand the local context.

5.2 Planning Applications

- 5.2.1 [2/2020/0933/HOUSE | Erection of rear conservatory | 2 The Bluebells Shaftesbury SP7 8GW](#)

Applicant Name MRS L TUBB

Agent Name Anglian Home Improvements

- 5.2.2 [2/2020/0106/LBC | Remove 3 No. partitions \(stud walls\) and carry out associated internal alterations. | Manor Close St James Street Shaftesbury SP7 8HQ](#)

Applicant Name Mrs Vicky Elliot

- 5.2.3 [2/2020/0955/FUL | Erect 1 No. dwelling. | Bimport House 15 Bimport Shaftesbury SP7 8AT](#)

Applicant Name Mr Nick Fox

Agent Name Proctor Watts Cole Rutter

- 5.2.4 [2/2020/0983/HOUSE | Erect single storey rear extension. | 2 Snowdrop Wynde Shaftesbury SP7 8GX](#)

Applicant Name Mr & Mrs Gary Bundy

Agent Name GMA Design

- 5.2.5 [2/2020/0958/ADV | Install 2 No. illuminated fascia signs and a free-standing illuminated poster display case. Please refer to the supporting Planning Covering Letter and Drawing Package for further details | The Livestock Market Christys Lane Shaftesbury Dorset SP7 8PH](#)

Applicant Name C/O Agent

Agent Name Simply Planning Limited

5.3 Scheme of Delegation

- 5.3.1 The Committee is delegated to act as a Statutory Consultee on behalf of the Town of Shaftesbury in all planning matters relating to the Town and to decide Shaftesbury Town Council responses to consultations on planning and tree applications received from higher tier authorities and forward them in writing to the respective planning authority. (Planning and Highways Committee Terms of Reference, 2019) paras 1 and 3.

5.4 Legal Implication

- 5.4.1 The Town Council is a consultee but does not have the authority to determine planning applications.
- 5.4.2 Planning applications are delegated to the Planning and Highways Committee for consideration (Planning and Highways Committee Terms of Reference, 2019, p. 2) but may be considered by the Full Council or the General Management Committee where time constraints apply.

5.5 Recommendation

- 5.5.1 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.

5.6 Reason for Recommendation

- 5.6.1 To fulfil the Council's responsibility and exercise its views as a Statutory Consultee.

5.7 Additional Information

- 5.7.1 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	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	Financial Implication

- 5.7.2 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

6 Community Highways Request - Grosvenor Rd

To consider the Community Highways Request regarding Grosvenor Rd; (10 min)

[\(Road Traffic Regulation Act, 1984 s.57\)](#)

6.1 Summary

6.1.1 This application is made under the Community Highways Request Policy in order to address the problems of traffic speed along Grosvenor Road and the difficulties that residents have pulling out of driveways as well as pedestrians attempting to cross the road.

6.1.2 The supporters of the application have prepared a report outlining the issues and providing evidence to support this request. This has been sent out as a supporting document with this agenda. Please note that this document contains sensitive data protected under GDPR.

6.2 Scheme of Delegation

6.2.1 The Committee has delegated authority to make recommendations to the Highways Authority. (Planning and Highways Committee Terms of Reference, 2019) paras 20 and 23.

6.2.2 Shaftesbury Town Council's Community Highways Request Policy also refers (click to view the policy)

6.3 Legal Implication

6.3.1 Dorset Council is the Highways Authority

6.4 Recommendation

6.4.1 That the Committee considers the Community Highways Request and if supportive, forwards the request and minute of this resolution to Dorset Council for consideration.

6.5 Reason for Recommendation

6.5.1 The Town Council provides local knowledge and representation but may not determine Highways Matters

(End)
Report Author:
Zoe Moxham
Office Administrator

7 Planning White Paper

To consider response to the planning white paper;

(20 min)

[\(Road Traffic Regulation Act, 1984 s.57\)](#)

7.1 Summary

- 7.1.1 The National Association of Local Councils (NALC) has contacted its member councils to urge debate on the planning white paper. The paper was published on 6 August and the 'radical proposals' in [Planning for the future](#) have provoked quite a response. You can read NALC's short initial reaction [\[click here\]](#).
- 7.1.2 Headlines on the proposals include: a 300,000 annual housing target; a 30 month time limit to prepare local plans which will be shorter and identify land in three categories of growth, renewal and protection; a single flat rate infrastructure levy to replace section 106 agreements and community infrastructure levy, with a neighbourhood share retained; a new focus on design; and greater use of digital and data. Importantly, neighbourhood planning is being retained, and proposed to be made easier, content more focussed, and again greater use of technology.
- 7.1.3 The white paper is subject to consultation, and two other policy papers have been published alongside it, and we will be publishing our own consultation documents on these asking for your views to inform our own response. NALC are hoping to hold an online event to help explain the proposals, more details on this will be provided to members when they become available.
- 7.1.4 NALC request that Council's put the planning white paper on agendas over the coming weeks to consider the proposals and share the Council's views with NALC and the government.

7.2 Scheme of Delegation

- 7.2.1 The Committee is delegated Make recommendations to the higher tier authorities on statutory and nonstatutory planning policy documents and to consider and take action on all other matters that are of a general nature relating to the Town and Country Planning Acts, the Localism Act and related legislation. (Planning and Highways Committee Terms of Reference, 2019) paras 7 and 9.

<h3>7.3 Recommendation</h3>

- | |
|---|
| <p>7.3.1 That the Committee considers a response to the white paper.</p> |
|---|

7.4 Reason for Recommendation

- 7.4.1 To provide local input into national planning policy.

(End)

Report Author:

Claire Commons CertHE PSLCC, Town Clerk and RFO