



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 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 16 June 2020**
[online at Zoom.us](#). Meeting ID: 821 0460 6781 Password: 416024

All other recipients for information only

Claire Commons CertHE PSLCC, Town Clerk and RFO
10th June 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.

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 by voting buttons or polls enabled within the
meeting and the decision and summary of votes will be read back before moving to the next item.

The 7 principles of public life

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

Agenda

- 1 APOLOGIES2**
To receive and consider for acceptance, apologies for absence (1 min)
- 2 DECLARATIONS OF INTEREST2**
To declare any interests relating to the business of the meeting and receive any
dispensation requests from the Clerk. (1 min)
- 3 MINUTES2**
To confirm the minutes of the previous meeting of the committee. (1 min)
- 4 PLANNING APPLICATIONS6**
To consider responses to planning applications to include but not be limited to; Land at
Raspberry Lane Land At E 386668 N 124209 Littledown Southcombe Glove Factory
Wincombe Lane (40
mins)
- 5 DELEGATED DECISIONS.....8**
To receive and note a report on delegated decisions. (10 mins)

(End)

Anticipated meeting end time 8:00pm

Administration for a meeting of the Planning and Highways Committee
Tuesday 16 June 2020

References

Shaftesbury Town Council, 2019. *Code of Conduct*. [Online]

Available at: https://www.shaftesbury-tc.gov.uk/images/STC_Code_of_Conduct_2012.pdf

Shaftesbury Town Council, 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>

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

1 Apologies

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

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)

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)

3 Minutes

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

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 25th February 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 Tuesday 25th February commencing at 7.07 pm.

Members Present

Councillor Lewer (Chair)
Councillor Yeo

Councillor Chase

Absent:

Councillor Proctor
Councillor Welch (Vice Chair)
Councillor Hollingshead

Officers Present:

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

In Attendance:

1 member of the press
3 members of the public

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;

- **Greatfield planning application** – concern was expressed for this planning application.

The meeting commenced at 7.10 pm

P68 Apologies

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

P69 Declarations of Interest and Dispensations

All members were invited to declare any interests throughout the meeting if the need arose. None were declared.

P70 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on Tuesday, 21 January 2020 and the minutes were duly signed.

P71 Planning Applications

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

- P71a Erect 1 No. Two-Storey Side Extension (Demolish Rear Extension and Garage)
9 Haimes Lane Shaftesbury SP7 8AJ
Ref. No: 2/2020/0014/HOUSE
No objection
- P71b 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
Objection for the following reasons:
Unsafe Access - Due to the proximity to the roundabout and the speed of traffic traveling along the A350.
Out of Character – The density of housing proposed is completely out of keeping with rest of the houses along this road.
Loss of Green infrastructure – Concern regarding the number of trees planned for removal.
Lack of parking – Only two spaces for these houses will not provide safe parking for visitors or for households with more than two vehicles along the A350.
Lack of infrastructure – Shaftesbury is lacking in infrastructure for the number of houses already planned and this is adding to that number.
The following requests by the committee were made:
That a crossing point be installed over the A350 for safer pedestrian routes into Shaftesbury.
Access to these plots must be from the estate.
This application is reviewed by the Dorset Planning committee.
\$106 funds be requested for Carbon offset fund in Shaftesbury.
- P71c Erect 2 No. First Floor extensions.
10 Fairlane Shaftesbury SP7 8RT
Ref. No: 2/2020/0048/HOUSE
No objection
- P71d 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
No objection
- P71e 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
No objection
- P71f Install kitchen extraction equipment, external louvre and discharge flue.
The Mitre 23 High Street Shaftesbury SP7 8JE
Ref. No: 2/2020/0100/FUL
Ref. No: 2/2020/0101/LBC
Support subject to verification of the odour and filtration figures by an expert and subject to approval by Environmental Health.

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P71g Install 1 No. Glass Balcony
3 Ratcliffs Garden Shaftesbury Dorset SP7 8HJ
Ref. No: 2/2020/0065/HOUSE
Support

P71h 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
Ref. No: 2/2020/0153/HOUSE
Support subject to Conservation officer's approval.

ACTION: OFFICE ADMINISTRATOR

P72 Committee Terms of Reference

Officer report 0220PH5 was received and the reports received and noted.

P72a That the Committee discusses this outside of the meeting and feedback to the Chair of Planning and Highways and to the Town Clerk, the terms of references to be decided at the Annual meeting in May.

ACTION: TOWN CLERK

There being no further business, the meeting was closed at 8.10 pm.

Signed

Date

4 Planning Applications

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

Land at Raspberry Lane

Land At E 386668 N 124209 Littledown

Southcombe Glove Factory Wincombe Lane

(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. dwelling, create new vehicular and pedestrian access and form 2 No. parking spaces.](#)

Land At Raspberry Lane Raspberry Lane Shaftesbury Dorset

Ref. No: 2/2020/0572/FUL

Expires 19th June 2020

4.2.2 [1 No. dwelling \(unit\) to be used as show home.](#)

Land At E 386668 N 124209 Littledown Shaftesbury Dorset

2/2020/0084/FUL

Expires 20th June 2020

4.2.3 [Request to modify Planning Obligation of section 106 agreement dated 14 March 2017 made under Section 106 of the Town and Country Planning Act 1990, against Planning application number 2/2015/0598/OUT - To modify all pre-commencement contributions to be paid at 30% of occupation.](#)

Land At E 386668 N 124209 Littledown Shaftesbury Dorset

2/2020/0652/MODPO

Expires 28th June 2020

4.2.4 [Erect 5 No. dwellings and create new vehicular and pedestrian access \(demolish existing building\).](#)

Southcombe Glove Factory Wincombe Lane Shaftesbury SP7 8PJ

2/2020/0625/FUL

Expires - 24th June 2020

4.3 Terms of Reference for Decision or Recommendation

4.3.1 P&H ToR 1 To act as a Statutory Consultee on behalf of the Town of Shaftesbury in all planning matters relating to the Town

4.3.2 P&H ToR 3 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.

4.4 Financial Implications

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

4.5 Legal Implication

- 4.5.1 The Town Council is a consultee but does not have the authority to determine planning applications.
- 4.5.2 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.

4.6 Recommendation

- 4.6.1 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.

4.7 Reason for Recommendation

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

4.8 Additional Information

- 4.8.1 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

- 4.8.2 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 Delegated Decisions

To receive and note a report on delegated decisions.

(10 mins)

5.1 Summary

5.1.1 At the beginning of government restrictions relating to council meetings, planning applications were responded to by collating the views of all councillors and submitting a comment which reflected those views, including where differences of opinion were expressed. A clear record has been kept of the individual comments made and is available to view if required.

5.1.2 The following table shows all the responses provided during this time

Planning Application	Comment Submitted
53 St Georges Road Shaftesbury SP7 8NJ Ref. No: 2/2020/0449/HOUSE	No objection but request to note that the single storey one will overshadow the neighbour's living room and area immediately outside. The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.
Hsbc 2 The Commons Shaftesbury SP7 8JX Ref. No: 2/2020/0482/ADV and Ref. No: 2/2020/0481/LBC	No objection. The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.
26 Imber Road Shaftesbury SP7 8RX Ref. No: 2/2020/0259/HOUSE	No Objection, however noting concern at loss of garage space in an area where car standings are in short supply. That observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.
5 Boyne Mead Shaftesbury SP7 8HT Ref. No: 2/2020/0466/HOUSE	No objection. The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.
Land At 44 Sweetmans Road Shaftesbury Dorset Ref. No: 2/2020/0347/FUL	Objection for the following reasons: There is no private external space. The plans do not show the proposal in context of adjoining properties. The plot is too small which is out of character with neighbouring properties. Bed 1 and Kitchen windows will look out onto next door's garden (or a high fence).The drive will make the junction with Sweetmans Rd more dangerous. The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.

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<p>Former A T S Euromaster Site New Road Shaftesbury Dorset SP7 8QH Ref. No: 2/2019/0680/FUL</p>	<p>Objection for the following reasons; Not in keeping with local character, the proposed occupation level are too dense. It fails to enhance the conservation area. Insufficient vehicle access and parking. This will create more pressure on Shaftesbury's infrastructure. The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.</p>
<p>Grosvenor Hotel High Street Shaftesbury SP7 8JA Ref. No: 2/2020/0518/LBC and Ref. No: 2/2020/0517/FUL</p>	<p>Support. The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.</p>
<p>Annexe 4 Haines Lane Shaftesbury Dorset Ref. No: 2/2020/0562/FUL</p>	<p>Members views split between 'no objection' and 'objection as it was considered the plot was not big enough to support it' The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.</p>
<p>The Barn Salisbury Road Shaftesbury SP7 8NL Ref. No: 2/2020/0532/HOUSE and 2/2020/0533/LBC</p>	<p>No objection, one member supporting. The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.</p>
<p>19 Layton Lane Shaftesbury Dorset SP7 8EY Ref. No: 2/2020/0541/LBC</p>	<p>Members views split between 'no objection' and 'objection as clearer drawings and view plans need to be provided' The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.</p>
<p>Land North Of 12B Well Lane Shaftesbury Dorset Ref. No: 2/2020/0585/FUL</p>	<p>Members views split between 'no objection' and 'objection as this property is being proposed on the springs which are indicated on the plans' The above observation being the collective views of councillors and not a decision of the corporate body due to the current covid-19 situation.</p>

5.2 Terms of Reference for Decision or Recommendation

- 5.2.1 P&H ToR 3 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.

5.3 Legal Implication

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

Report 0620PH5

- 5.3.2 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.

5.4 Recommendation

- 5.4.1 To receive and note the report and ratify the observations submitted

5.5 Reason for Recommendation

- 5.5.1 To provide transparency on the decisions taken under delegation in relation to planning applications during the coronavirus pandemic

(End)

Report Author:

Claire Commons CertHE PSLCC, Town Clerk and RFO