



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 14 July 2020** [online at zoom.us](https://www.zoom.us/j/82850136282) Meeting ID: 828 5013 6282

All other recipients for information only

Claire Commons CerTHE PSLCC, Town Clerk and RFO

8th July 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	APOLOGIES	3
	To receive and consider for acceptance, apologies for absence (1 min)	
2	DECLARATIONS OF INTEREST	3
	To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk. (1 min)	
3	MINUTES	4
	To confirm and sign the minutes of the previous meeting of the committee as an accurate record. (1 min)	
4	PLANNING APPLICATIONS	8
	To consider responses to planning applications to include but not be limited to; 7 Belmont Close, Land North of Enmore Court, 19a Salisbury Street, 5 Boyne Mead, 4 Lyons Walk, 44 Sweetmans Rd, 1-9 Bell Street (40 mins)	
5	ST JOHNS HILL	11
	To consider the Community Highways Request regarding St Johns Hill (10 mins)	
6	ROUNDBOUT NAMING	12

To agree on the name of the new roundabout at Littledown and provide a response to Dorset Council (10 mins)

(End)

Anticipated meeting end time 8:15pm

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

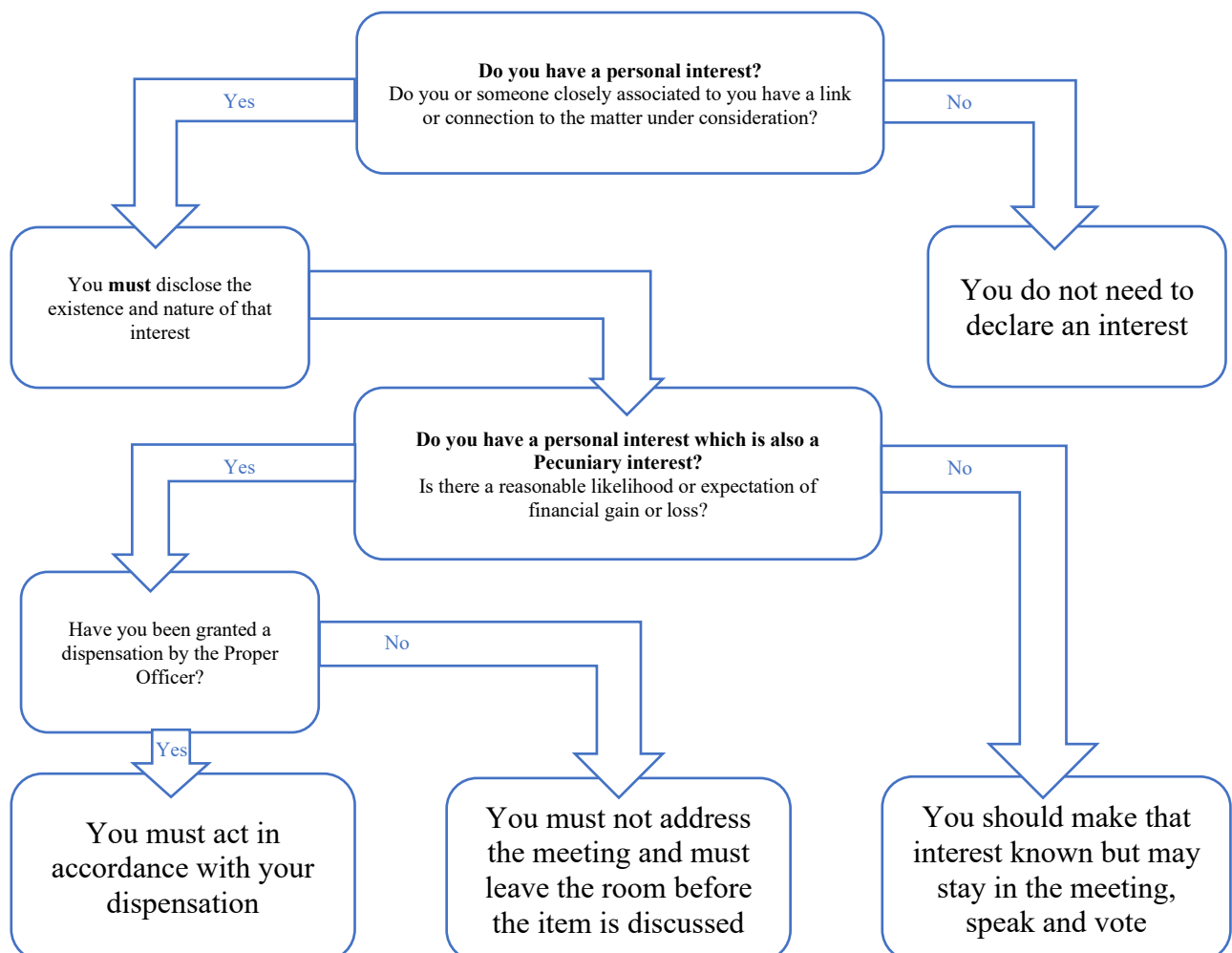
To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk.

(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 and sign the minutes of the previous meeting of the committee as an accurate record.

(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 16th June 2020, see following pages



SHAFTESBURY TOWN COUNCIL

Planning and Highways Committee

Minutes of the Planning and Highways Committee held via Zoom on Tuesday 16th June 2020 commencing at 7 pm.

Members Present

Councillor Lewer (Chair)
Councillor Yeo
Councillor Welch

Councillor Chase
Councillor Proctor

Absent:

Councillor Hollingshead

Officers Present:

Claire Commons, Town Clerk
Zoe Moxham, Office Administrator

In Attendance:

1 member of the press
2 members of the public
Councillors Hall and Tippins

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;

- **Raspberry Lane planning application** – Concern was expressed regarding this application.
- **Littledown Development** – Concern was expressed that planning conditions had been breached. Councillor Cook agreed to discuss this with Dorset Council.

Councillor Yeo requested that the votes were recorded by name on the minutes.
The meeting commenced at 7.07 pm

P73 Apologies

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

P74 Declarations of Interest and Dispensations

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

P75 Minutes

It was **RESOLVED** to approve the minutes of the meeting held on 25th February 2020.

Proposed by Cllr Lewer		
Seconded by Cllr Chase		
In Favour	4	Cllrs Chase, Lewer, Proctor, Yeo
Against	0	
Abstentions	1	Cllr Welch
MOTION CARRIED		

P76 Planning Applications

Officer report 0620PH4 was received and it was **RESOLVED** to submit the following comments;

- P76a 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 **Object to the scheme due to its appearance and siting but not to the development in principle.**

Proposed by Cllr Proctor		
Seconded by Cllr Chase		
In Favour	4	Cllrs Chase, Proctor, Welch, Yeo
Against	1	Cllr Lewer
Abstentions	0	
MOTION CARRIED		

- P76b 1 No. dwelling (unit) to be used as show home At E 386668 N 124209 Littledown Shaftesbury Dorset
2/2020/0084/FUL **Object as the property is not appropriate for an area bordering AONB. It is not appropriate as a gateway building as promised by the developer and is out of keeping with the principles in the emerging neighbourhood plan. SFHE2**

Proposed by Cllr Chase		
Seconded by Cllr Proctor		
In Favour	4	Cllrs Chase, Lewer, Proctor, Welch
Against	1	Cllr Yeo
Abstentions	0	
MOTION CARRIED		

- P76c 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 **Objection, concern that a delay in payment of s.106 monies will disadvantage residents who move in before 30% occupancy is achieved. Do not agree to any relaxation of payment of s.106. In addition, there are a large number of concerns about departures from the planning obligations and the word of the agreement in approximately 2015/0598/OUT Gleeson proposal. Specifically the delay in under-grounding electric cables, and dismay in the delay in woodland planting, the committee is unhappy in the changes of appearance of individual plots e.g. parking in front of houses instead of gardens, reduction of leafy avenues into suburban streets. Also the roundabout was completed out of order and contrary to condition 6 of the original approval for it to be completed before any foundations were laid. Delegate to the Town Clerk the wording and basis of conditions.**

Proposed by Cllr Chase		
Seconded by Cllr Lewer		
In Favour	5	Cllrs Chase, Lewer, Proctor, Welch, Yeo
Against	0	
Abstentions	0	
MOTION CARRIED		

P76d 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 **Loss of employment land ' This in contradiction to the Shaftesbury Draft Neighbourhood plan policy SFHE3 where all employment land should be protected.**
Design ' The size and nature of this planning application is completely out of character from other residential plots nearby. (NPPF 110d, 122e and 127)
Traffic, Access and Road Safety ' Increased traffic on Wincombe Lane which is a narrow stretch of road will cause issues with traffic flow and access to current commercial plots, as there are already many commercial vehicles using this area. The traffic that would result from building works will also likely cause traffic flow issues and damage to the road. (NPPF 108 and 110d)
Parking ' The plans for parking for these residential plots do not include any visitors parking which would result in parking along Wincombe Lane causing further issues for traffic flow.
Noise/Disturbance ' Residential buildings that sit within industrial surroundings would result in noise and disturbance to residents from factories that are running 24/7, Therefore, significant impact on the residents and the businesses that operate within that area. (NPPF 180)
Residential Amenity ' loss of sunlight to neighbouring properties, see sun path plan documentation. Site is adjacent to the Fire Station and impact of visual sightlines into the houses from the tower.

Proposed by Cllr Chase		
Seconded by Cllr		
In Favour	4	Cllrs Chase, Lewer, Proctor, Welch
Against	1	Cllr Yeo
Abstentions	0	
MOTION CARRIED		

ACTION: OFFICE ADMINISTRATOR

P77 Delegated Decisions

Officer report 0620PH5 was received and noted, the decisions were ratified.

Proposed by Cllr Chase		
Seconded by Cllr Welch		
In Favour	4	Cllrs Chase, Lewer, Proctor, Welch
Against	0	
Abstentions	1	Cllr Yeo
MOTION CARRIED		

There being no further business, the meeting was closed at 8.36 pm.

Signed Date

4 Planning Applications

To consider responses to planning applications to include but not be limited to;
7 Belmont Close, Land North of Enmore Court, 19a Salisbury Street, 5 Boyne Mead, 4 Lyons
Walk, 44 Sweetmans Rd, 1-9 Bell Street (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 [Erection of single storey rear extension | 7 Belmont Close Shaftesbury SP7 8NF
2/2020/0727/HOUSE](#)

Applicant Name M Calverley
Agent Name R & S Consultants

4.2.2 [Develop land by the erection of 23 No. affordable dwellings, form vehicular accesses,
parking and landscaping. \(Outline application to determine access\). | Land North Of
Enmore Court New Road Shaftesbury Dorset
2/2020/0677/OUT](#)

Applicant Name Nylo Homes Ltd
Agent Name Spruce Town Planning Ltd

4.2.3 [Replace existing internal metal spiral staircase with oak 'winder' staircase and carry out
all internal alterations in association to this. | 19A Salisbury Street Shaftesbury Dorset
SP7 8EL
2/2020/0739/LBC](#)

Applicant Name Mr P Ryley

4.2.4 [Erection of single storey extensions; external alterations to include new slate roof
covering and timber cladding. Erect single storey detached art studio. | 5 Boyne Mead
Shaftesbury Dorset SP7 8HT
2/2020/0790/HOUSE](#)

Applicant Name Mr & Mrs L Wood
Agent Name Me Peter Withey Architectural Designer

4.2.5 [Install conservation rooflight to north elevation and Dormer and replacement window to
South elevation. | 4 Lyons Walk Shaftesbury SP7 8JF
2/2020/0720/HOUSE](#)

Applicant Name Ms Helen English
Agent Name Room Review

4.2.6 [Erect 1 No. single storey dwelling and access. | Land At 44 Sweetmans Road
Shaftesbury Dorset
2/2020/0347/FUL](#)

Applicant Name Mr P Kellaway-Moore

4.2.7 [On the South East facade erect single storey extension, remove existing dormer and provide new with flat roof and existing rooflight to provide smoke vent. Rebuild existing dormer windows, replace window and remove existing to provide French doors. Erect single storey extension \(demolish existing\). On the South West facade remove and replace existing flat roof dormer, remove existing flat roof to dormer window and replace with curved roof \(retrospective\). | 1 - 9 Bell Street Shaftesbury SP7 8AR 2/2020/0786/FUL](#)

Applicant Name Mr G Matthews

Agent Name Paul Gale Planning + Architectural Design Ltd

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

Economic Benefits

Flooding Issues

Heritage

Impact on Light

Design

Effect on the Appearance of Area

Height

Impact on Access

Landscape

Report 0720PH4

Local or Government Policy
Other
Parking
Road Safety
Trees

Noise/Disturbance
Overlooking/Loss of Privacy
Residential Amenity
Traffic or Highways
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 St Johns Hill

To consider the Community Highways Request regarding St Johns Hill (10 mins)

5.1 Summary

- 5.1.1 This application is made under the Community Highways Request Policy in order to address the problems of large HGV's continuing to try and use the B3091 route through Shaftesbury to the wider A road network beyond, since the new advisory signs have been installed.
- 5.1.2 The supporters of the application have prepared a comprehensive 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.

5.2 Terms of Reference for Decision or Recommendation

- 5.2.1 Planning and Highways Committee Terms of Reference 20 and 23 provide delegated authority for the Committee to make recommendations to the Highways Authority.
- 5.2.2 [Shaftesbury Town Council's Community Highways Request Policy also refers \(click to view the policy\)](#)

5.3 Legal Implication

- 5.3.1 Dorset Council is the Highways Authority.

5.4 Recommendation

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

5.5 Reason for Recommendation

- 5.5.1 The Town Council has no authority to determine Highways Matters

(End)

Report Author:

Claire Commons CerTHE PSLCC, Town Clerk and RFO

6 Roundabout Naming

To agree on the name of the new roundabout at Littledown and provide a response to Dorset Council (10 mins)

6.1 Summary

- 6.1.1 A newly constructed roundabout has been completed on the outskirts of Shaftesbury on the A350 next to the Wincombe Business Park. The roundabout currently has not been allocated a name.
- 6.1.2 Dorset Council has requested that Shaftesbury Town Council respond with a preferred name for the roundabout. It has been suggested that it could be called Littledown roundabout or Wincombe roundabout due to its location. The Local Land and Property Gazetteer has advised Dorset Council that either Littledown or Wincombe would be fine from their point of view as there is no other roundabout with either of these names in Dorset at the moment.

6.2 Terms of Reference for Decision or Recommendation

- 6.2.1 Planning and Highways Committee Terms of Reference 20 and 23 provide delegated authority for the Committee to make recommendations to the Highways Authority.

6.3 Legal Implication

- 6.3.1 Dorset Council is the Highways Authority

6.4 Recommendation

- 6.4.1 That the Committee confirms its preference for a name for the roundabout at Littledown and provides alternatives if the first choice is not accepted by the Local Land and Property Gazetteer

6.5 Reason for Recommendation

- 6.5.1 To provide local input into the naming of local infrastructure.

(End)

Report Author:

Claire Commons CertHE PSLCC, Town Clerk and RFO