



To: Members of Shaftesbury Town Council's Planning & Highways Committee (PH). P&H Councillors; Edwyn-Jones (Chair), Lewer (Vice-Chair), Chase, Hollingshead, Proctor, Tippins. All other recipients for information only. Members are reminded of their duty under the Code of Conduct.

You are summoned to a meeting of the Planning & Highways Committee for the transaction of the business shown on the agenda below. To be held at 7 pm on Tuesday, 01 March 2022 in **the Council Chamber, Shaftesbury Town Hall.**

Brie Logan, Interim Town Clerk 23 February 2022

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. The meeting will also be hosted online. **Public, press and non-committee members, join on your computer or mobile app** [Click here to join the meeting](#)

The 7 principles of public life

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

(Committee on Standards in Public Life, 1995)

[Scheme of Delegation](#) and [Standing Orders](#) are available to view here.

Agenda

- 1 **APOLOGIES**..... 2
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(Local Government Act, 1972 s.85)
- 2 **DECLARATIONS OF INTEREST**..... 2
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(Shaftesbury Town Council Code of Conduct, 2019)
- 3 **MINUTES**..... 2
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(Local Government Act, 1972 Sch 12) (Shaftesbury Town Council Scheme of Delegation, 2021)
- 4 **OFFICER REPORT TO THE COMMITTEE**..... 3
To receive reports pertaining to the Planning & Highways Committee
(Local Government Act, 1972 Sch 12)
- 5 **PLANNING APPLICATIONS**..... 5
To consider responses to planning applications to include but not be limited to: 96 St James Street, Manor Close, Land at Lower Blandford Road, 24 Bimport, Wincombe Units 1-3 and Land at E 387435 N 123315 Maple Road Shaftesbury
(Town and Country Planning Act, 1990 sch.1 para.8)
- 6 **PROPOSED TRAFFIC REGULATION ORDERS** 8
To consider the proposed Weight Restriction order planned for various roads in Shaftesbury.
(Town and Country Planning Act, 1990 sch.1 para.8)
- 7 **MEETING WITH DORSET COUNCIL – DORSET LOCAL PLAN**..... 9
To consider arranging a meeting to discuss the Dorset Local Plan and the impact on Shaftesbury
(Town and Country Planning Act, 1990 sch.1 para.8)

1 Apologies

Report 0322PH1

To receive and consider for acceptance, apologies for absence

(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.
- 1.1.2 Cllr Proctor – personal reasons

2 Declarations of Interest

Report 0322PH2

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

(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.

3 Minutes

Report 0322PH3

To receive the minutes of the previous meeting of the Planning & Highways Committee.

(Local Government Act, 1972 Sch 12) (Shaftesbury Town Council Scheme of Delegation, 2021)

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 inaccuracies then the amendments to the draft minutes must be approved by resolution. (Tharmarajah, 2013, p. 154).
- 3.1.3 Minutes to be adopted:
- 3.1.4 [1st February 2022](#)

(End)

4 Officer Report to the Committee

Report 0322PH4

To receive reports pertaining to the Planning & Highways Committee

(Local Government Act, 1972 Sch 12)

4.1 Summary

- 4.1.1 Reports provided within this item are to be received, they provide updates on decisions already taken by the Committee and actions taken under the Scheme of Delegation (where not previously reported).

4.2 Updates and Actions from [1st February 2022](#)

- 4.2.1 **Land at Higher Blandford Road, Shaftesbury P/RES/2021/01690** - It was AGREED to prepare a statement of 450 words and a selection of questions in preparation for the virtual planning meeting to be held on Feb 8th by Dorset Council. – Completed [view full detail here](#)
- 4.2.2 **Planning Applications** - comments for P/OUT/2022/00223 and P/LBC/2022/00249 - Submitted
- 4.2.3 **Dorset Bus Back Better** - it was RESOLVED to delegate to the interim Town Clerk to draft a response to be approved by committee members ready to submit on behalf of Shaftesbury Town Council by the deadline of 21st February 2022. – [Response available to view here](#)
- 4.2.4 **Bus Survey** - it was RESOLVED to prepare a bus survey consisting of 6 questions to collect community feedback using a mix of social media and paper surveys to be distributed to business owners and the Tourist Information Centre. – Prepared ready for March 1st [view survey here](#)
- 4.2.5 **High Street – Thursday Market Event Licence** - it was RESOLVED to submit a licence application to extend the licence from 1st April 2022 to 31st March 2023 under the terms outlined in the Dorset Council instruction with a Marshall stationed at the 'entry' point from 9 to 2 weekly. To request that Taxis be allowed access one way through the high street during these times. Delegate to the Interim Town Clerk all details in discharging this decision. Licence application submitted on 23/2/2022.

4.3 Updates for the Planning & Highways Committee

- 4.3.1 Proposed Tree Preservation Order – A notice of a proposed Tree Preservation Order has been received from Dorset Council and can be viewed [here](#). It relates to the trees at Land at E387144 N 122296, Lower Blandford Road, Shaftesbury.
- 4.3.2 CCTV Survey – Dorset Council are investigating the possibility of a countywide CCTV system. Shaftesbury Town Council were asked to complete a questionnaire on the current CCTV provision. Please click [here](#) to view the response.
- 4.3.3 The following letter has been received in relation to a Planning Application due to be discussed at this meeting [P/OUT/2022/00536](#) (Higher Blandford Road)
- 4.3.4 Letter received regarding Dorset Greener Homes - [Link to letter here](#)
- 4.3.5 We have received photos of lorries and bus congestion on the High Street – [view images here](#)

4.4 Verbal update

- 4.4.1 To receive a verbal update from Councillor Cook regarding his role at Dorset Council

4.5 Recommendation

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

4.6 Reason for Recommendation

- 4.6.1 To keep members updated on committee actions and information.

(End)

5 Planning Applications

Report 0322PH5

To consider responses to planning applications to include but not be limited to 96 St James Street, Manor Close, Land at Lower Blandford Road, 24 Bimport, Wincombe Units 1-3 and Land at E 387435 N 123315 Maple Road Shaftesbury

(Town and Country Planning Act, 1990 sch.1 para.8)

5.1 Summary

- 5.1.1 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. The presentation for the meeting is available to view in advance [here](#)

5.2 Planning Applications

5.2.1 [P/HOU/2022/00514](#) / [P/LBC/2022/00653](#)

Proposal: Convert existing office and store to annex accommodation. Erect timber garden office.

Location: 96 St James Street, SP7 8HF

Committee/Delegated: Delegated

Consultation Ends: 04/03/2022

5.2.2 [P/LBC/2022/00703](#)

Proposal: Internal alterations to remove staircase, form new stairwell and staircase, enlarge window to form doorway, changes to internal stud partition walls, form 3no. bathrooms and wardrobe.

Location: Manor Close, St James Street, SP7 8HQ

Committee/Delegated: Delegated

Consultation Ends: 02/03/2022

5.2.3 [P/OUT/2022/00536](#)

Proposal: Erection of up to 13no. dwellings with associated highway & drainage infrastructure and landscaping (outline application to determine access only).

Location: Land at Lower Blandford Road Shaftesbury Dorset

Committee/Delegated: Delegated

Consultation Ends: 02/03/2022

5.2.4 [P/VOC/2022/00627](#)

Proposal: Erection of single storey extension, first floor extension & replacement porch (demolition of modern extensions) (with variation of condition 2 of planning permission P/HOU/2021/02393 to amend approved plans)

Location: 24 Bimport, SP7 8AZ

Committee/Delegated: Delegated

Consultation Ends: 02/03/2022

5.2.5 [P/VOL/2022/00628](#)

Proposal: Carry out internal and external alterations for the erection of single storey extension, first floor extension & replacement porch (demolition of modern extensions) (with variation of condition 2 of listed building consent P/LBC/2021/02394 to amend approved plans)

Location: 24 Bimport, SP7 8AZ

Committee/Delegated: Delegated

Consultation Ends: 02/03/2022

5.2.6 [P/FUL/2022/00602](#)

Proposal: Erect commercial building for Class E, B2, B8 use and create 12 No. parking spaces.

Location: The Wincombe Centre, Units 1 To 3 Wincombe Business Park Shaftesbury SP7 9QJ

Committee/Delegated: Delegated

Consultation Ends: 08/03/2022

5.2.7 [P/FUL/2022/00553](#)

Proposal: Construction of local equipped area of play (LEAP) and associated works

Location: Land at E 387435 N 123315 Maple Road Shaftesbury

Committee/Delegated: Delegated

Consultation Ends: 08/03/2022

5.3 Scheme of Delegation

- 5.3.1 The Committee has delegation to comment on planning applications received from the local planning authority

5.4 Legal Authority and Implication

- 5.4.1 The Town Council is a consultee but does not have the authority to determine planning applications. The Council has the power to be notified of planning applications affecting the Council's area and to comment (Town and Country Planning Act, 1990 sch.1 para.8)

5.5 Recommendation

- 5.5.1 That the Committee provides its response on the listed planning applications and considers responses to applications received without notice, in the form of Support or Objection with supporting reasons. Delegate to the Interim Town Clerk all details in discharging this decision.

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.

Material Planning Reasons

Biodiversity

Economic Benefits

Flooding Issues

Heritage

Impact on Light

Local or Government Policy

Other

Parking

Road Safety

Design

Effect on the Appearance of the Area

Height

Impact on Access

Landscape

Noise/Disturbance

Overlooking/Loss of Privacy

Residential Amenity

Traffic or Highways

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

Examples

House Extension	No Objection as limited impact on amenity of neighbouring property Objection as will have detrimental impact on neighbouring property
New dwelling	Support, design is in keeping with locality Objection as design is not in keeping with local area
Vehicular access	Support, will have no impact on road safety given proposed visibility splays Objection as visibility is poor in this location and traffic speeds are high.

(End)

6 Proposed Traffic Regulation Orders

Report 0322PH6

To consider the proposed Weight Restriction order planned for various roads in Shaftesbury.

(Town and Country Planning Act, 1990 sch.1 para.8)

6.1 Summary

6.1.1 Dorset Council have sent notification of a proposed weight restriction order for consideration and invited comments to be submitted by 2nd March 2022. The effect of the Order will be to prohibit any vehicle, in excess of 7.5 tonnes maximum gross weight, from proceeding on:

- A section of Foyle Hill from its junction with Coles Lane in an easterly direction to its junction with the B3091.
- A section of the B3091 from its junction with Coles Lane in an easterly direction to its junction with the B3091.

6.1.2 [Link to Draft Notice](#)
[Link to Plan](#)

6.2 Legal Authority and Implication

6.2.1 The Town Council is a consultee but does not have the authority to determine planning applications. The Council has the power to be notified of planning applications affecting the Council's area and to comment (Town and Country Planning Act, 1990 sch.1 para.8)

6.3 Recommendation

6.3.1 That the Committee provides its response on the listed planning applications and considers responses to applications received without notice, in the form of Support or Objection with supporting reasons. Delegate to the Interim Town Clerk all details in discharging this decision.

6.4 Reason for Recommendation

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

(End)

7 Meeting with Dorset Council – Dorset local plan

Report 0322PH7

To consider arranging a meeting to discuss the Dorset Local Plan and the impact on Shaftesbury

(Town and Country Planning Act, 1990 sch.1 para.8)

7.1 Summary

- 7.1.1 Dorset Local Plan - Shaftesbury Town Council have received an update from Dorset Council following their recent Local Plan consultation – [Dorset Council Local Plan](#)
- 7.1.2 At the Full Council meeting held on the 22nd of February 2022 Councillor Cook encouraged all to view the Shaftesbury elements on the Draft Dorset Local Plan and it was **AGREED** to arrange a meeting with the planning officers at Dorset Council to discuss any key parcels of land in Shaftesbury. To be discussed at the next Planning and Highways committee meeting.

7.2 Legal Authority and Implication

- 7.2.1 The Town Council is a consultee but does not have the authority to determine planning applications. The Council has the power to be notified of planning applications affecting the Council's area and to comment (Town and Country Planning Act, 1990 sch.1 para.8)

7.3 Recommendation

- 7.3.1 To agree a Lead Councillor to organise a meeting with Officers at Dorset Council to discuss matters relating to Shaftesbury as detailed in the draft Dorset Local plan. Delegate to the Town Clerk all details in discharging this decision.

7.4 Reason for Recommendation

- 7.4.1 To fulfil the Council's responsibility and exercise its views on planning matters relating to Shaftesbury.

(End)