



To: Members of the Planning & Highways Committee

For Information: Town Councillors, Dorset Council Councillors, Members of the Public & Press

## A G E N D A

### **PLANNING AND HIGHWAYS MEETING OF THE TOWN COUNCIL**

Members are invited to attend a presentation from Hampshire Homes at **6.15pm on Tuesday, 1<sup>st</sup> August 2023** in the **Council Chamber, Shaftesbury Town Hall** to receive an update on the Enmore Court development.

You are summoned to a meeting of the council for the transaction of the business shown on the agenda below. To be held at **7 pm on Tuesday, 1<sup>st</sup> August 2023** in the **Council Chamber, Shaftesbury Town Hall**. The meeting will also be hosted online. Public, press and non-committee members, join on your computer or mobile app using [Microsoft Teams](#).

Mrs Brie Logan

Town Clerk, 26<sup>th</sup> July 2023

**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 are reminded of their duty under the [Code of Conduct](#), [Scheme of Delegation](#) and [Standing Orders](#).

The Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, religion, belief or disability), Crime & Disorder, Health and Safety and Human Rights. Disabled access is available.

All in attendance should be aware that filming, recording, photography or otherwise may occur during the meeting.

#### **The 7 principles of public life**

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

*(Committee on Standards in Public Life, 1995)*

1. [Apologies – To receive and consider for acceptance](#)
2. [To receive any Declarations of Interests and Requests for Dispensation](#)
3. [Minutes of the Planning and Highways meeting held on 4<sup>th</sup> July 2023](#)
4. [Clerk's Report including progress report on Planning and Highways business](#)
5. [To consider responses to Planning Applications](#)
6. [To consider a Highways request for a safe pedestrian route on the south side of Bimport](#)

## **Agenda Item No. 1**

### **Apologies – To receive and consider for acceptance**

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.

No apologies were received.

## **Agenda Item No. 2**

### **To receive any Declarations of Interests and Requests for Dispensation**

Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct – adopted in July 2021. The Clerk will report any dispensation requests received.

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)

## **Agenda Item No. 3**

### **Minutes of the Planning and Highways meeting held on 4<sup>th</sup> July 2023**

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.

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).

### **Recommendation**

Confirm the accuracy of the Minutes of the Planning & Highways meeting held on [4<sup>th</sup> July 2023](#).

**Clerks Report including progress report on Planning and Highways business**

**Report Content/Detail**

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

**Planning information to receive and note**

<b>Subject</b>	<b>Description</b>	<b>Progress / comments</b>
Persimmon Tree Boulevard	<a href="#">Response from Persimmon</a>	For Information purposes only.
Persimmon Development A30	<a href="#">Letter from the Open Spaces and Tree Group to Persimmon</a>	For Information purposes only.
Shaftesbury Slopes <a href="#">P/CLP/2023/03791</a>	<a href="#">Resident communication</a> and <a href="#">map</a> received <b>Cornflower Littledown SP7 9HD</b> Certificate of lawfulness proposed to erect a single storey rear extension.	For information purposes only.  For Information purposes only.
Proposed Temporary Closure of New Lane, Cann <a href="#">Link to Notice</a>	To allow Openreach to access their overhead network in conjunction with temporary traffic signals on the A30. These works are programmed to commence from 19:00 on 17th August 2023 until 03:00 on 18th August 2023.	For Information purposes only.
<a href="#">TPO/2023/0041</a>  T1 - Ash	A provisional Tree Preservation Order has been made at <b>Fir Tree Cottage, 15 Church Hill, SP7 8QR</b> on 13 July 2023.	It is considered that premature removal or extensive pruning of the trees would have a significant negative impact on the amenity to the local environment and its enjoyment by the public.
Temporary Closure of St Johns Hill, Shaftesbury <a href="#">Link to Notice</a>	All vehicles will be prohibited from proceeding along St Johns Hill between St James Street and Love Lane, a distance of approximately 270 metres. It will come into operation on 2nd August 2023 between 09:30 and 15:30 and remain in force for five days, but it is anticipated that the works will be completed by 2nd August 2023.	For Information purposes only.
Temporary Traffic Management Notice	1. Umbers Hills 2. The Venn	These works have been postponed. New dates will be advised in due course.

**Delegated Decisions for Information (all within the Clerks delegated spend)**

N/A

**Recommendation**

That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees and to resolve on any matters.

**To consider responses to Planning Applications**

**Reason for Recommendation**

To fulfil the Council’s responsibility and exercise its views as a Statutory Consultee.

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

**Summary**

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](#).

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

**Planning Applications**

<b>Planning App Ref</b>	<b>Proposal</b>	<b>Neighbourhood Plan Ref / Comments</b>
<a href="#">P/FUL/2023/03531</a> Trinity Trustees 2 <sup>nd</sup> August 2023	<b>Trinity Centre</b> Replace chain barrier to vehicular access with lifting bar barrier	SFG11 – LGS15 5.2 Character Zone 1. Bimport 5.3 Conservation Area SFDH9 – Listed Building Grade II SFCL1 – Community Hall Site
<a href="#">P/LBC/2023/03826</a> Young & Co.'s Brewery 16 <sup>th</sup> August 2023	<b>23 High Street SP7 8JE</b> Replacement of wall lanterns at entrance to pub; painting of rendered wall to rear façade of pub, extension to bar counter to create glasswash station and coffee station, replacement of bar display gantries, internal redecoration.	SFTC Town Centre – Primary Shopping Area Active Frontage 5.2 Character Zone 2. Shaftesbury Town Centre 5.3 Conservation Area SFDH9 - Listed Building Grade II
<a href="#">P/FUL/2023/02569</a> Mr Colin Harding 25 <sup>th</sup> August 2023	<b>14 Haimes Lane SP7 8AJ</b> Continue change of use from residential dwelling to consulting and treatment rooms	5.2 Character Zone 2. Shaftesbury Town Centre 5.3 Conservation Area

**Scheme of Delegation**

The Committee has delegation to comment on planning applications received from the local planning authority. Delegated powers are to be given to the Clerk to comment on planning applications after consultation with members of the Highways and Planning Committee.

**Legal Authority and Implication**

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)*

**Recommendation**

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 Town Clerk all details in discharging this decision.

## **Additional Information**

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

Local or Government Policy

Noise/Disturbance

Parking

Overlooking/Loss of Privacy

Landscape

Impact on Light

Design

Effect on the Appearance of the Area

Impact on Access

Traffic or Highways

Road Safety

Residential Amenity

Heritage

Height

Flooding Issues

Economic Benefits

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  
or Objection as visibility is poor in this location and traffic speeds are high.

**To consider a Highways request for a safe pedestrian route on the south side of Bimport**

**Background**

This request was brought to the 10<sup>th</sup> January 2023 P&H committee meeting. Due the potential loss of two parking spaces the committee did not support the request.

The applicant has now re-considered his proposal and has provided further information, see below.

**Information received from resident**

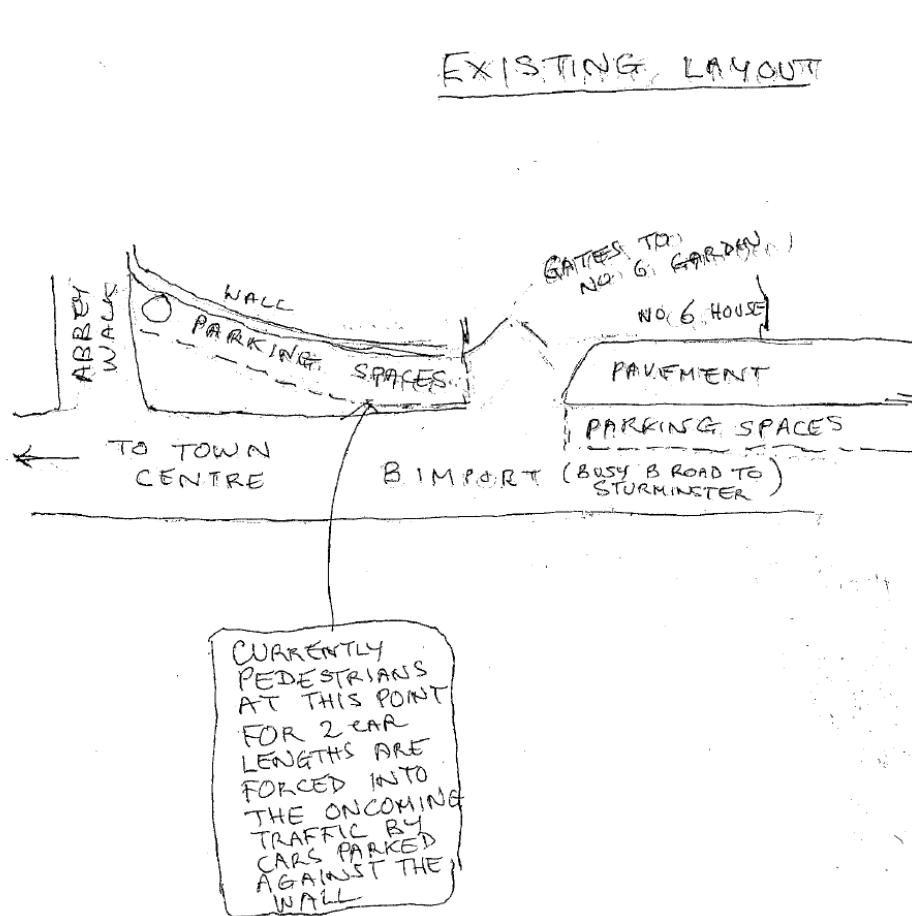
*At the moment any pedestrian coming into town along Bimport on the right hand side is forced out into the oncoming traffic by the first 2 parked cars just beyond the gates to no 6 Bimport.*

*My proposal is to move the 2 parking spaces further out into the road so that pedestrians could walk between the cars and the wall and front seat passengers could get out of their cars. These parking spaces in the new position would not project any further into Bimport than the existing spaces further down where spaces are marked out up to the pavement.*

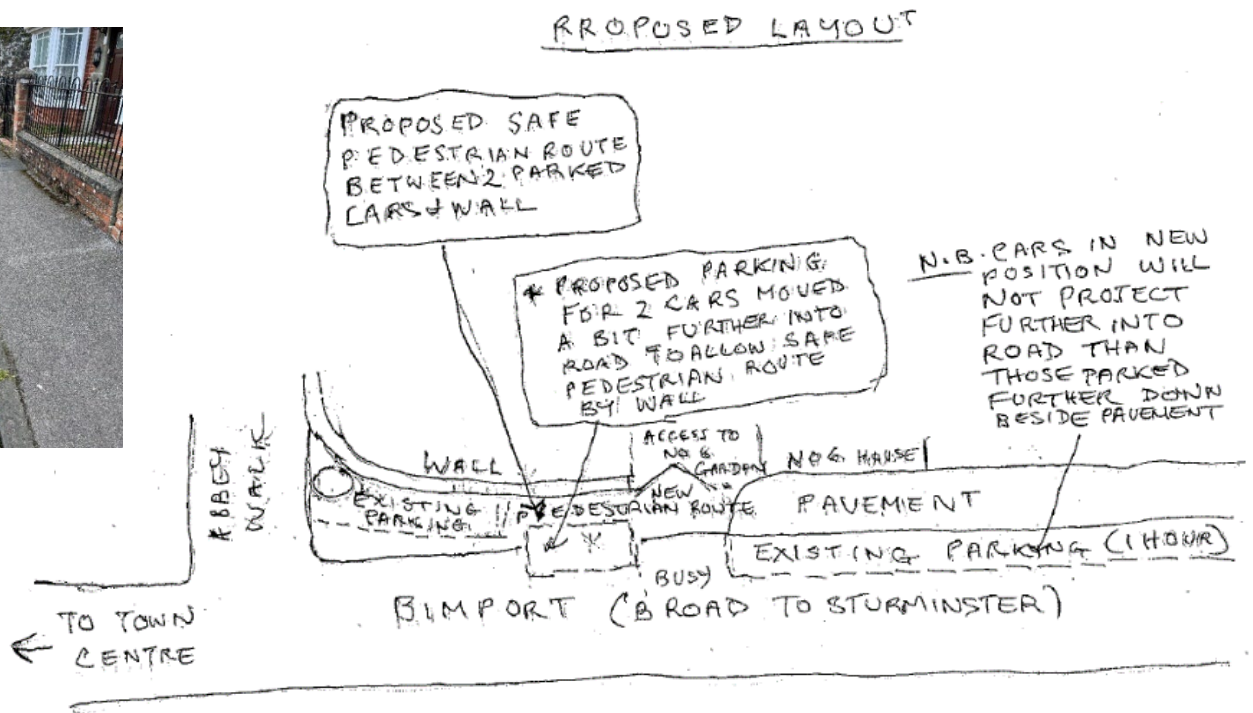
*At the moment pedestrians are faced with a dangerous situation and my scheme would now not involve the loss of any parking spaces.*

*The first photo shows the two parking spaces which I would like moved out to save pedestrians walking into the road (as far as the angle in the wall). The second shows how these existing spaces are inset in comparison with the ones along the pavement so that they could be moved without the cars sticking further out into the road.*

**Existing Layout**



## Proposed Layout



## Further information

STC's community Highways Policy states that;

### **1. Introduction**

- 1.1. The purpose of this policy is to guide Councillors in assessing requests for support from the public for Highways Improvements related to parking, speeding and the anti-social use of vehicles.
- 1.2. Dorset Council determine which projects can move forward within the available budgets and taking into account the evidence available.
- 1.3. If the Town Council resolves to support a particular request, this is no guarantee that Dorset Council will be able to take action after assessing the relative need and budget available. There are many competing demands across Dorset for such interventions and Dorset Council officers will determine priorities.
- 1.4. In order for a request to be added to a Planning and Highways Committee agenda for consideration the following points will need to be met:

### **2. Formal Stages Submitting a request**

- 2.1. The request must be made in writing (email permitted) and include the relevant information along with a map clearly showing the area and the exact location of requested interventions.
- 2.2. Written requests must also be accompanied by the name of at least one of the local ward Town Councillors who already supports the proposal. [Supported by Cllr Hollingshead](#)
- 2.3. Requests without the required level of support will be returned to the requester detailing the additional information needed.

### **3. Community Support**

- 3.1. The scheme must be supported by a minimum of 10 named residents over the age of 18, directly affected by the requested measures. For suggested speed tables or bumps etc, these should include the residents who live closest to the site of the tables or bumps. For double yellow lines



and other parking restrictions, the 10 should include people who live on the section of road to be affected.

- 3.2. Written requests should detail the names, addresses and contact details of the supporters, in a similar style to a traditional petition. [Redacted signed petition](#)
- 3.3. Where the scheme affects less than 10 adult residents e.g. in a road with few residential properties, the Town Clerk will determine if the request can proceed.

### **Recommendation**

Councillors consider this request and if supported then resolve for it to be passed on to DC Highways for further consideration.