



Shaftesbury Town Council

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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

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, 3rd October 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, 27th September 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 5th September 2023](#)
4. [Clerk's Report including progress report on Planning and Highways business](#)
5. [To consider responses to Planning Applications](#)

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.

Apologies received from Cllr Lewer.

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 5th September 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 [5th September 2023](#).

Clerk’s 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

Subject	Description	Progress / comments
Dinah’s Hollow Road Closure	<p>To be able to conduct the next stage of the ecological and environmental survey and engineering survey in preparation of Dinah’s Hollow Stabilization works,</p> <p>Dinah’s Hollow will be closed for the period of 24 October to 27 October between the hours of 9:00-15:30 each day.</p> <p>Whilst the road is closed, a signed diversion will be in place to enable the traffic to travel around the closed section.</p> <p>Link to Diversion Map</p>	For information purposes only.
Temporary Traffic Management Notice Ratcliffs Gardens	<p>The Notice comes into effect on 31st October 2023. The road will be closed between the hours of 9.00 and 16.00 to enable essential highway maintenance works. The following roads will also be included in the above parking restraints while works are in progress. This is to ensure access and safety for residents and workforce:</p> <p style="text-align: center;">St. James Street, Layton Lane Hawkesdene Lane</p>	For information purposes only.
Temporary Traffic Regulation Order for St John’s Hill	<p>The Notice is to carry out essential highway maintenance works. St Johns Hill will be closed on 24th October 2023, from 09:30 to 15:00 and will be re-opened to traffic overnight and at weekends.</p>	If you wish to discuss these works please contact Colin Griffin on 01305 228100.
Enmore Court development	<p>Following the presentation from Hampshire Homes, the Chairman of P&H sent a follow up email to share representations received by residents.</p>	
War memorial damage	<p>Following a vehicle accident the iron post and chain surrounding the war memorial in Salisbury Road have been damaged.</p> <p>The grounds team have cleared the broken planter and repairs are under investigation.</p>	
Notification of S278 Highway Works at B3081 Shaftesbury Road, Gillingham	<p>Redrow Homes’ appointed contractor Mata Construction Limited, will be undertaking works to construct the new junction at B3081 Shaftesbury Road, Gillingham, to link up with the recently constructed Principal Street at Ham Farm.</p>	Comments to be submitted to Redrow.

	<p>The works are scheduled to begin on 25th October 2023 and are scheduled to last until the end of February 2024.</p> <p>The works are being funded by Redrow Homes. Below are the details of the road space booking Mata Construction Limited have made with DC.</p> <p><i>Type of activity: Development works (s278 agreed),</i> <i>Description of activity: S278 Works and junction improvement with traffic signals.</i> <i>Activity location: Carriageway, Cycleway, Footway/pavement, Footpath, Verge,</i> <i>Expected start: 25-10-2023 11:09</i> <i>Estimated end: 29-02-2024 11:09</i> <i>Times of highway occupation: 24 hours</i> <i>Traffic management: Temporary traffic lights (2-way shuttle),</i> <i>Footway closure: No, Parking restrictions: No</i> <i>Who is undertaking the activity: Mata Construction Limited</i> <i>Emergency 24/7 contact number: 07718660200</i></p>	
Temporary Traffic Regulation Order for Angel Lane	<p>This Notice is to carry out essential highway maintenance works. Angel Lane road and car park will be closed on the 11th December 2023, between the hours of 09:00 and 16:00. During the closure periods there will be no on street parking available, and temporary parking restrictions will be implemented to prevent waiting or parking on the roads listed above.</p>	
P/TRC/2023/05484 Mellor	<p>25 Bimport SP7 8AX T1 - Beech - Fell. T2 - Cypress - Fell. T3 - Cypress - Fell. T4 - Cypress - Fell.</p>	For information purposes only.
P/TRC/2023/05560 Mr M Shepherd	<p>3 Kingsman Lane SP7 8HD T1 - Birch - Remove completely. T2 - Birch - Remove completely.</p>	For information purposes only.
Consultation on the pre-submission draft Wiltshire Local Plan	<p>Wiltshire Council has published the draft Wiltshire Local Plan (Local Plan), along with accompanying evidence reports, for formal consultation. Comments are invited on the Local Plan and supporting evidence base documents during the 8 week consultation period, which runs from 9am on Wednesday 27 September until 5pm on Wednesday 22 November 2023.</p> <p>Wiltshire Local Plan Public Notice Guidance Note</p>	<p>To comment www.wiltshire.gov.uk/local-plan</p> <p>Councillors can comment individually or as the corporate body.</p>

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

Planning App Ref	Proposal	Neighbourhood Plan Ref / Comments
P/FUL/2023/03622 Shean and Hare 4 th October 2023	6 Salisbury Street SP7 8EJ Alterations to shop front and change windows.	5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre SFDH9 Listed Grade II
P/HOU/2023/03099 Mr and Mrs J Coffen 4 th October 2023	4 Mampitts Lane SP7 8GR Convert loft into bedroom with dormer windows. Install new windows to gable wall and existing bathroom.	5.2 Shaftesbury Character Zones 8. East of Christy’s Lane inc Grosvenor Rd
P/FUL/2023/04806 Mr & Mrs Young 5 th October 2023	Old School House Church Hill SP7 8LL Erect stable barn & yard	4.2 SFGI2 Shallower Slopes 1:5 to 1:15 at lower levels, sensitive to development
P/FUL/2023/04825 Shaftesbury Town Council 13 th October 2023	Shaftesbury Town Hall High Street SP7 8JE Replacement roof covering, install PV array, replace bell tower lean-to, alteration to roof to form dormer link to clock tower, remove heater vents and reposition down pipe and various natural stone and concrete stone repairs, replace 3no. sliding ground floor windows with timber grills	2.2 SFTC Town Centre 5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre SFDH9 Grade II Listed
P/LBC/2023/04826 Shaftesbury Town Council 13 th October 2023	Shaftesbury Town Hall High Street SP7 8JE Replacement roof covering, install PV array, replace bell tower lean-to, alteration to roof to form dormer link to clock tower, remove heater vents and reposition down pipe and various natural stone and concrete stone repairs, replace 3no. sliding ground floor windows with timber grills.	2.2 SFTC Town Centre 5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre SFDH9 Grade II Listed
P/FUL/2023/05051 Churchill Retirement Living 6 th October 2023	Land East Of Lidl E 386789 N 123117 Christys Lane Erect 41 No. retirement apartments including communal facilities & access, car parking and landscaping	5.2 Shaftesbury Character Zones 4. Barton Hill and Cockram’s Field

P/HOU/2023/04831 Mr Colin Rogers 10 th October 2023	<p style="text-align: center;">4 Well Lane SP7 8LP</p> Replace garage and garden room roof with artificial slates and install two rooflights.	4.2 SFGI2 Shallower Slopes 1:5 to 1:15 at lower levels, sensitive to development 5.2 Shaftesbury Character Zone 7. Enmore Green
P/HOU/2023/02803 Miss Rachel Bailey 13 th October 2023	<p style="text-align: center;">Tree Tops Higher Blandford Road SP7 8DA</p> Extend roof to create additionally bedroom, increase dormer size, adaptations and alterations	3.2 SFHE1 Generally level area on higher ground (plateau edge) Very sensitive to development 5.2 Shaftesbury Character Zone 6. Cann

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	Impact on Access
Local or Government Policy	Traffic or Highways
Noise/Disturbance	Road Safety
Parking	Residential Amenity
Overlooking/Loss of Privacy	Heritage
Landscape	Height
Impact on Light	Flooding Issues
Design	Economic Benefits
Effect on the Appearance of the Area	

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.