



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, 5th December 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, 29th November 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 7th November 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 Proctor.

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 7th November 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 [7th November 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

Subject	Description	Progress / Comments
<p>Tree Preservation Order TPO/2023/0041</p>	<p>The provisional Tree Preservation Order (TPO) at Fir Tree Cottage, 15 Church Hill, SP7 8QR was confirmed without modification under delegated powers on the 1st November 2023.</p>	<p>For information purposes only.</p>
<p>P/TRC/2023/06776 Mr Perry</p>	<p>Allways White Hart Lane SP7 8HH T1 - Pine - Remove lowest limb as per annotated photograph. T2 - Pine - Remove stem over drive as per annotated photograph. T3 - Pine - Remove stem over garage as per annotated photograph. T4 - Holly - Fell to hedge level (hedge level shown in photographs). T5 - Laurel - Reduce by 3m as per annotated photograph</p>	<p>For information purposes only.</p>
<p>Temporary Closure of High Street</p>	<p>This notice has been issued by Dorset Council for Shaftesbury Christmas Market to close the High Street on Sunday 10th December 2023 between 00:01 and 18:30. High Street from The Commons to Angel Lane – Link to Public Notice.</p>	<p>For information purposes only.</p>
<p>Temporary Closure of St Johns Hill</p>	<p>This Notice will enable Dorset Council to carry out tree removal works. All vehicles will be prohibited from proceeding along St Johns Hill, between Love Lane and Tanyard Lane, a distance of approximately 110 metres. It will come into operation on 11th December 2023 between 09:00 and 15:00 and remain in force for five days, but it is anticipated that the works will be completed by 15th December 2023. Link to Public Notice.</p>	<p>For information purposes only.</p>
<p>Proposed Temporary Closure of Church Hill</p>	<p>An application has been received from Openreach to close Church Hill, between The Butts and Horseponds, a distance of approximately 300 metres. The closure has been requested to allow Openreach to access their overhead network. These works are programmed to commence between 09:30 - 15:30 on 18th December 2023 – Link to Public Notice.</p>	<p>For information purposes only.</p>

Proposed Temporary Closure of Laundry Lane	An application from Openreach to close Laundry Lane. The closure has been requested to allow Openreach to access their network in the highway. These works are programmed to commence between 09:30 - 15:30 on 10 th January 2024. Residents access will be maintained. Link to Public Notice.	For information purposes only.
Proposed Temporary Traffic Regulation Order for High Street (Bleke Street)	This Order is to enable essential drainage investigation works to be carried out, we plan to close High Street (Bleke Street) on the 18 th December 2023. The road will be closed, between the hours of 09:30 and 15:30. Link to Public Notice.	For information purposes only.
Proposed Temporary Closure of Shaftesbury Road, Gillingham	Application received to close Shaftesbury Road, Gillingham between Ham Roundabout and Cole Street Lane, a distance of approximately 320 metres. The closure has been requested to allow Mata Construction Limited to enable gas connection works in the highway. These works are programmed to commence from 15 th January 2024 until 30 th January 2024 with the closure in place 24hrs a day. A further closure is programmed to commence from 5 th February 2024 until 16 th February 2024 with the closure in place 24hrs a day – Link to Public Notice.	For information purposes only.
Town and Parish Council Meeting held on 8 th November 2023	Dorset Council Planning presentation updates.	For information purposes only.
P/NMA/2023/06858 Miss Rachel Ballam	Land At E 387256 N 123908 Wincombe Lane Non-material amendment - to change the roof tile colour on Plots 29, 30 and 31; to Planning Permission No. P/FUL/2021/01429. (Erect 162 No. dwellings, form vehicular access, parking, landscaping, open space and carry out ancillary works).	For information purposes only.

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

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/HOU/2023/05943 Ms J Askin 6 th December 2023	6 Pix Mead Gardens SP7 8BZ Erect first floor and ground floor extensions	5.2 Shaftesbury Character Zones 8. East of Christy’s Lane inc Grosvenor Rd
P/RES/2023/05407 Mr David Buczynskij 6 th December 2023	Land South Of A30 And East Of Shaftesbury Salisbury Road Erect 115 No. dwellings, garages and electricity substation. Form roads, car parking, public open space and carry out ancillary development. (Reserved Matters application to determine Access (in relation to accessibility and circulation within the site), Appearance, Landscaping, Layout and Scale; following the grant of Outline Planning Permission No. APP/D1265/W/20/3259308 (LPA Ref. 2/2018/1773/OUT)).	3.1 Outside the Parish Boundary, Within Settlement boundary 3.2 SFHE1 & 4.3 SFGI2 Generally level areas on higher ground (plateau edge). Very sensitive to development. 3.4 SFHE3 Protected employment
P/LBC/2023/06322 Shaftesbury Arts Centre 6 th December 2023	11-13 Bell Street SP7 8AR Demolish existing shop front (no.11 Bell Street) and replace and extend. Internal alterations to front of house and widen existing opening.	2.2 Town Centre Primary Shopping Area 5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre 5.3 Shaftesbury Conservation Area 5.6 SFDH9 Grade II Listed
P/ADV/2023/06441 The Original Factory Shop Ltd 6 th December 2023	35 High Street SP7 8JE Display 3no. non illuminated fascia signs	2.2 Town Centre Primary Shopping Area 5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre 5.3 Shaftesbury Conservation Area
P/VOC/2023/06440	Garage and land adjacent 1 Mews Cottage Coppice Street SP7 8PD	5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre

Mr and Mrs Randolph Fear 6 th December 2023	Demolition of an existing garage and the erection of 1 no. dwelling (with all matters reserved) (reserved matters application to determine access, appearance, landscaping, layout & scale following the grant of outline planning permission number P/OUT/2022/00223). (with variation of condition 2 of planning permission P/RES/2023/01902 to amend plans to move dwelling by 200 mm).	5.3 Shaftesbury Conservation Area 5.6 SFDH9: Garage/land is between 1 Mews Cottage and 3 Mews Cottage. 3 Mews Cottage is a locally important building
P/HOU/2023/06387 Mr & Mrs Cavell 6 th December 2023	8 Lower Blandford Road SP7 8NR Erect rear conservatory	5.2 Shaftesbury Character Zones 6. Cann
P/HOU/2023/06524 Ms Stewart 6 th December 2023	32 Grosvenor Road SP7 8DR Erect Single Storey Rear Extension	5.2 Shaftesbury Character Zones 8. East of Christy's Lane inc Grosvenor Rd
P/HOU/2023/06520 Mr D Kingswell 6 th December 2023	33 Greenstone Road SP7 8FL Remove existing roof light and form dormer window	5.2 Shaftesbury Character Zones 8. East of Christy's Lane inc Grosvenor Rd
P/FUL/2023/05314 Mampitts Lane Community Land Trust CIO 6 th December 2023	Land at Mampitts Lane SP7 8GL Erection of Community Centre with associated parking & landscaping	5.2 Shaftesbury Character Zones 8. East of Christy's Lane inc Grosvenor Rd
P/HOU/2023/06613 Mr & Mrs Baker 6 th December 2023	18 Old Boundary Road SP7 8ND Demolish rear wooden lean-to and outbuilding. Erect two storey rear extension and single storey rear extension.	5.2 Shaftesbury Character Zones 4. Barton Hill and Cockram's Field
P/HOU/2023/06603 Ms Sophie McMillan 6 th December 2023	55 Bimport SP7 8AZ Demolish single storey rear extension and erect replacement single storey rear extension.	3.2 SFHE1 & 4.3 SFGI2 Flat visually prominent hilltop (within Conservation Area) 5.2 Shaftesbury Character Zones 1. Bimport 5.3 Shaftesbury Conservation Area
P/HOU/2023/06726 Mr & Mrs A Chase 12 th December 2023	16 Linden Park SP7 8QZ Erect first floor side extension.	5.2 Shaftesbury Character Zones 8. East of Christy's Lane inc Grosvenor Rd
P/FUL/2023/06670 Shaftesbury Town Council 13 th December 2023	Land At Mampitts Lane Change of use of land and erect community hub/cafe building with offices over, form vehicular access, car parking and associated public amenity park.	5.2 Shaftesbury Character Zones 8. East of Christy's Lane inc Grosvenor Rd
P/LBC/2023/06900 The Shaftesbury & District Historical Society	Sun And Moon 1 Gold Hill SP7 8JW Change of use from retail shop to museum and carry out internal alterations.	2.2 Shaftesbury Town Centre 3.2 SFHE1 & 4.3 SFGI2 Steep slopes, 1 in 5 and steeper, visually

18 th December 2023		prominent and very sensitive to development 5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre 5.3 Conservation Area 5.6 SFDH9 Grade II listed
P/FUL/2023/06899 The Shaftesbury & District Historical Society 20 th December 2023	Sun And Moon 1 Gold Hill SP7 8JW Change of use from retail shop to museum.	2.2 Shaftesbury Town Centre 3.2 SFHE1 & 4.3 SFGI2 Steep slopes, 1 in 5 and steeper, visually prominent and very sensitive to development 5.2 Shaftesbury Character Zones 2. Shaftesbury Town Centre 5.3 Conservation Area 5.6 SFDH9 Grade II listed
P/HOU/2023/06961 Mr R & Mrs A Faulding 20 th December 2023	10 Bramble Cottage French Mill Lane SP7 8EU Raise the ridge of the roof, convert and extend outbuilding to living accommodation.	3.2 SFHE1 & 4.3 SFGI2 Steep slopes 5.2 Shaftesbury Character Zones 5. Layton Lane 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

Impact on Access
Traffic or Highways
Road Safety
Residential Amenity
Heritage

Landscape
Impact on Light
Design
Effect on the Appearance of the Area

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.