



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, 6th February 2024** 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, 31st January 2024

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 December 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 5th December 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

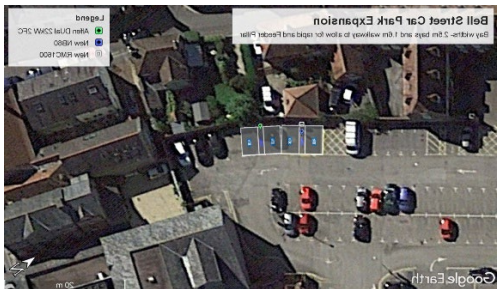
Confirm the accuracy of the Minutes of the Planning & Highways meeting held on the [5th December 2023](#). (note there was no January P&H meeting)

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>Bell Street Car Park - Chargepoint Expansion</p>	<p>Bell Street has proven to be a popular car park for EV users. In 2023 out of 40 car parks in Dorset, Bell Street was 9th most popular location for charging. As such, Dorset Council has approved an expansion for a new rapid chargepoint located next to the existing fast. This will use the existing feeder pillar and not require any major infrastructure work. Commission of the new unit is to be expected to be sometime in April, confirmation will be sent closer to the time.</p> <p>Site map below for reference on exact location of the new chargepoint.</p> 	<p>For information purposes only.</p>
<p>Temporary Traffic Management Order Of A350, Cann</p>	<p>This Order will enable Dorset Council to carry out essential side verging and lining works. It will come into operation between 09:00 - 15:30 on 29th January 2024 and remain in force for 18 months however it is anticipated that the works will be completed by 9th February 2024. The road will be open outside of these times and also over the weekend – Link to Public Notice</p>	<p>To discuss this order contact Dorset Council on 01305 221020 or use the website www.dorsetcouncil.gov.uk/roadworks/enquiries.</p>
<p>Temporary Closure of High Street, Shaftesbury for The Snowdrop Festival</p>	<p>This draft notice is to close the High Street from the Commons to Angel Lane on Sunday 11th February 2024 between 07:30 and 17:00.</p>	<p>If you wish to discuss this order, contact Dorset Council on 01305 221020 or use their website: www.dorsetcouncil.gov.uk/roadworks/enquiries</p>

Proposed Temporary Closure of Various Roads, Cann	Application from Openreach to close Various Roads, Cann as listed: [i] Higher Blandford Road, Cann between Higher Blandford Road, Shaftesbury and Cannfield Farm; [ii] New Lane, Cann in its entirety. The closure has been requested to allow Openreach to carry out pole testing works. These works are programmed to commence between 09:30 - 15:30 on 14 th February 2024. Residents access will be maintained – Link to Public Notice .	For information purposes only.
Proposed Road Closure High Street, (Bleke Street)	To enable Dorset Council to carry out drainage investigation works, they plan to close High Street Shaftesbury (Bleke Street) on the 19 th February 2024. The road will be closed, between the hours of 09:30 and 15:30. Link to Public Notice .	If wish to discuss these works in more detail, please contact 01305 228100
Proposed Road Closure Angel Lane	To enable Dorset Council to carry out rescheduled essential highway maintenance works, we plan to close Angel Lane Shaftesbury on Tuesday the 19 th March 2024. The road and car park will be closed, between the hours of 09:00 and 16:00. Link to Public Notice .	If you wish to discuss these works in more detail, please contact 01305 228100.
Speed Indicator Device deployment schedule	It is recommended for the SID to be moved every 6 weeks, between two locations. As STC has only one location for it's SID the machine requires to be brought in every four weeks, sand left in situ for six. A schedule has been produced , which has been shared with DC.	For information purposes only.
Community Speed Watch Update in relation to PH Nov 2023 minute no PH39	Dorset Council policy requires a CSW to be set up for 20mph to be considered. Further information on how to set up CSW programme can be found at Community Speed Watch - Dorset Road Safe Partnership	For further information links to the local police representative for the scheme should be established.
Neighbourhood Plan WG meeting notes.	The December meeting summary can be read here.	For information purposes only.
Dorset Council (Part of Footpath 3, Shaftesbury) Public Path Diversion Order 2023	Highways Act 1980 Wildlife and Countryside Act 1981 Dorset Council (Part of Footpath 3, Shaftesbury) Public Path Diversion Order 2023. Under the provisions of the Highways Act 1980 and the regulations relating to it, the notice of making and a copy of the above order as made can be viewed here .	For information purposes only.
P/TRC/2023/07180 Mr David Young	Blackmore View Church Hill SP7 8LL T1 - Leylandii - Remove as the tree has got too large and will allow more light into Blackmore View, Church Hill and neighbouring homes.	For information purposes only.

<p>P/TRT/2023/07369 Lesley Drew</p>	<p>Royal Chase Hotel Salisbury Road SP7 8DB T1 - Beech - Fell and replace 1x mature beech which is in terminal decline due to being infected with suspected Meripilus giganteus. The tree is in target of the hotel building and busy car park with 25% crown already dead. T2 - Beech - Fell and replace 1x mature beech with advanced die back in target of busy car park and in target of the building and Salisbury Road. Infected with Meripilus giganteus and Honey Fungus.</p>	<p>For information purposes only.</p>
<p>P/TRT/2023/07373 Shaftesbury Town Council <i>September 2023, minute ref FC70d</i></p>	<p>Trinity Centre Bimport T74 - Sawara Cypress - Fell and replant with English yew to remove the risk of harm and improve aesthetic appearance of site. T75 - Lawson Cypress - Fell and replant with English yew to improve aesthetic appearance of site (tree has little aesthetic value). T75a - Lawson Cypress - Fell and replant with English yew to improve aesthetic appearance of site (tree has little aesthetic value).</p>	<p>For information purposes only.</p>
<p>P/TRC/2023/07376 Shaftesbury Town Council <i>September 2023, minute ref FC70d</i></p>	<p>Park Walk T211 - Late cotoneaster - Crown lift to 3m from ground over path. T240 - Elm - Fell to 2-3m habitat post. G29 - Plum - Lift crowns to 3m from ground over both paths.</p>	<p>For information purposes only.</p>
<p>P/TRC/2023/07378 Shaftesbury Town Council <i>September 2023, minute ref FC70d</i></p>	<p>St John's Church Burial Ground Bimport T391 - Ash - Fell.</p>	<p>For information purposes only.</p>
<p>Responding to Planning Applications</p>	<p>Please be reminded to ensure it is clear when responding to planning applications that you are responding as an individual and not as councillor/on behalf of the council.</p>	

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/LBC/2023/07446 Stay Original LTD 7 th February 2024	<p>Grosvenor Hotel High Street SP7 8JA Convert function room into two large bedrooms.</p>	SFTC – Town Centre Primary Shopping Area 5.2 Character Zone 2. Shaftesbury Town Centre SFDH Conservation Area SFCL1 / SFCL2 – Community Building / Pub
P/VOL/2023/05192 Jasper Pickett 7 th February 2024	<p>32A Salisbury Street SP7 8EJ Internal & external alterations to facilitate the conversion of existing to create 2no. residential units (flats 02 & 03) including internal alterations & rear extension. The rear extension is to provide additional space to be used as a kitchen/ diner to service proposed flat 02. The proposed internal alterations also include the conversion of a 'barn' and loft space into a kitchen/ lounge, bedroom, en-suite and stair well to access flat 03 on the first floor & dormer windows. Alterations on the ground floor include converting existing rooms/space into a WC/ shower room, hall way, bedroom and store room for proposed flat 02 as well as a new WC for the existing furniture shop (with variation of condition 2 of listed building consent P/LBC/2022/02106 to amend approved plans)</p>	5.2 Character Zone 2. Shaftesbury Town Centre SFDH Conservation Area
P/HOU/2024/00167 Mr Steve Reid 7 th February 2024	<p>86 Linden Park SP7 8RN Erect first floor extension.</p>	5.2 Character Zone 8. East of Christy’s Lane including Grosvenor Road

<p>P/VOC/2024/00106 Finlay Investments Ltd Trading as Wilverley Homes 7th February 2024</p>	<p>Southcombe Glove Factory Wincombe Lane SP7 8PJ Erection of 5 No. dwellings with associated vehicular access (with variation of condition 2 of planning permission P/FUL/2023/02016 to alter levels and amend approved house layout/design</p>	<p>SFHE1 5.2 Shaftesbury Character Zone 8. East of Christy's Lane SFDH1 to SFDH7</p>
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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. |

