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, 21st May 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, 15th May 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. Planning and Highways Committee – Election of Chair and Vice Chair
2. Apologies – To receive and consider for acceptance
3. To receive any Declarations of Interests and Requests for Dispensation
4. Minutes of the Planning and Highways meeting held on 30th April 2024
5. Clerk's Report including progress report on Planning and Highways business
6. To consider responses to Planning Applications

Agenda Item No. 1

Planning and Highways Committee – Election of Chair and Vice Chair

Background

At the Annual meeting, STC resolved to appoint the chair and vice chair from its membership at the first meeting of the Planning and Highways committee

The membership of the Planning and Highways committee was as resolved by STC at the Annual meeting.

Cllr Elaine Barratt
Cllr Alex Chase
Cllr Lester Dibben
Cllr Virginia Edwyn-Jones
Cllr Andy Hollingshead
Cllr Jade Salkeld
Cllr Conor Smith
Cllr Greg Williams
Cllr Peter Yeo

Six councillors have opted out of the committee membership.

The following criteria will apply to the selection of Committee Chairs and Vice-Chairs and nominees should be able to demonstrate;

- Leadership and Chairmanship skills
- Good communication and interpersonal skills
- Good presentation skills
- The ability to effectively address and resolve conflict
- The ability to work well with members, officers, the public and outside organisations
- The willingness to actively encourage the involvement of others
- The willingness to be open to new ideas and new ways of doing things

Recommendation
To elect the Chairman and Vice Chairman for the Planning and Highways committee for 2024/25.

Agenda Item No. 2

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.

Agenda Item No. 3

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)

Minutes of the Planning and Highways meeting held on 30th April 2024

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 30th April 2024.

Agenda Item No. 5

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
Proposed temporary closure of Victoria Street	SGN are to close Victoria Street between Armoury Yard and 19 Victoria Street, a distance of approximately 15 metres, which allows SGN to provide a new connection. These works are programmed to commence from 8th July 2024 until 12th July 2024. Residents access will be maintained.	For information only.
TEMPORARY TRAFFIC REGULATION ORDER FOR LOWER BLANDFORD ROAD	Planned surface dressing works at Lower Blandford Road. Working times will be between the hours of 5am and 5pm, works will not take place at night, over the weekend or on Bank Holidays. Whilst these works are being completed, access to properties and businesses will be maintained as appropriate.	For information only.
Various documents relating to the appeal of Land East of LIDL, Christy's Lane, Shaftesbury, Dorset SP7 8TL Appeal reference: APP/D1265/W/24/3337301 LPA Reference: P/FUL/2023/05051	Opening on behalf of the Local Planning Authority Viability Statement of Common Ground CIL Compliance Statement Dorset Council April 2024 The Opening Speech of the Appellant The Closing Speech of the Appellant Statement of Case – Churchill Retirement Living January 2024 Final Statement of Common Ground – Churchill Retirement Living April 2024	For information.

Delegated Decisions for Information (all within the Clerk's 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.

Agenda Item No. 6

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/2024/01138 P/FUL/2024/01137 Sovereign Network Group 22nd May 2024	**The Belfry Parsons Pool SP7 8AL** Repair & re-point stone & brick boundary walls and reinstate part of stone wall formally removed.	SFDHZ 2 Shaftesbury Town Centre SFDH1 Shaftesbury Conservation Area SFDH9 Grade II Listed (7 Parsons Pool)
P/HOU/2024/02076 P/LBC/2024/02077 Mr Tim Hall 22nd May 2024	**38 Salisbury Street SP7 8EJ** Erection of enclosed link structure between main house & outbuilding	SFDHZ 2 Shaftesbury Town Centre SFDH1 Shaftesbury Conservation Area SFDH9 Grade II Listed
P/HOU/2024/02020 Mr Baker 22nd May 2024	**10 Burton Close SP7 8SW** Erect single storey extension with tiled pitched roof (demolish existing conservatory)	SFDHZ 8 East of Christy's Lane inc Grosvenor Rd
P/HOU/2024/02462 Mr Chris Francis 29th May 2024	**14A Barton Hill SP7 8DQ** Erect single storey detached garage	SFDHZ 4 Barton Hill & Cockram's Field

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.