



Shaftesbury Town Council

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To: Members of the Planning & Highways Committee: Councillors Barratt, Dibben, Edwyn-Jones, Elmendorff, Hollingshead, Smith and Yeo

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 February 2026** 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](#).

Ms Sybille Maddock

Interim Town Clerk, 28th January 2026

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 6th January 2026](#)
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 were received from Cllr Elmendorff.

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 May 2024. 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.

Agenda Item No. 3

Minutes of the Planning and Highways meeting held on 6th January 2026

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 [6th January 2026](#)

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
Blackmore Down Redrow Development - Enforcement Case 25/00069		No Update
Holyrood Farm		No Update
Proposed Traffic Regulation Order for High Street	In response to an email from Dorset Council at the beginning of December 2025 and draft plan , it was resolved to accept the proposal outlined with an amendment to one area (to revert the restriction at the point in question to standard no waiting restrictions), and to request that DC take this matter forward to public consultation. This resolution was acknowledged and agreed by DC on 7 th January 2026.	For information only
Shaftesbury Neighbourhood Plan Consultation - Gillingham Town Council’s response to Dorset Council	<i>Gillingham Town Council considers the document to be well laid out and clear to understand. The structure, layout and inclusion of high-quality photographs make the document enjoyable to read and easy to navigate. Gillingham Town Council would like to congratulate the authors on producing a thoroughly researched and thoughtfully prepared document. The research, careful consideration of policy wording, and responsiveness to consultation feedback are evident throughout. Gillingham Town Council supports Shaftesbury Town Council’s modified Neighbourhood Plan.</i>	For information only
Churchill Development, Shaftesbury	Dorset Council’s response regarding S106 contribution: <i>This is a slightly complicated one due to the appeal and the findings of the inspector relating to developer contributions. The article you’ve shared simply misinterprets the situation. I’ll try and summarise the position as clearly as possible. When the application was considered, multiple financial contributions were identified but the developer argued viability. The application was not determined within the statutory period and was appealed for non-determination. This meant that it went to appeal without the legal agreement being finalised.</i>	For information only

	<p><i>When the case was examined at appeal, the inspector made a judgement about the validity of the proposed obligations. The inspector came to the view that the community infrastructure provisions were not justified, supporting only the off-site contribution for affordable housing. As such, the legal agreement contains only one financial provision, that of affordable housing. There is no provision for the lido.</i></p> <p><i>When the appeal was being defended, DC put forward evidence of a suitable off-site affordable housing project to meet the housing needs in the area. It can be assumed that there were no suitable affordable housing projects in Shaftesbury at the time, and so a project in Gillingham was considered the most relevant to justify the principle of a financial contribution. The inspector upheld the requirement for a contribution based on this evidence. Notwithstanding that though, the legal agreement states the following in the definition, meaning that the affordable housing contribution can be used anywhere in North Dorset. This is common practice to offer a wide geographical catchment to use contributions effectively. The terms of the legal agreement is the key thing here. The legal agreement allows the contribution to be spent on any affordable project within the North Dorset area, and it is not restricted to Shaftesbury. It will be the responsibility of the Housing Enabling Team to decide where it is most needed in North Dorset.</i></p> <p><i>I hope that helps, a copy of the appeal decision and agreement can be found on the online planning register.</i></p>	
P/CLP/2025/07007 Mr Malcolm Shepherd	<p>3 Kingsman Lane SP7 8HD Certificate of Lawfulness for a garden summer room</p>	For information only
P/HOU/2025/06200 Mrs Serena Evans	<p>8 Angel Lane SP7 8DF Form opening in rear garden wall to install access gate. Committee Speaking Letter Advice</p>	Response from STC - Support. To be considered by Northern Planning Committee on 10 th February 2026
P/TRC/2026/00150 Rachel Jackson	<p>10 Breach Lane SP7 8LE T1 Tulip - Crown reduction of 2m all round T2 Cherry - Crown thin by 20% T3 Willow - Fell</p>	For information only
P/TRC/2026/00453 Mr Godfrey Turner	<p>6 Well Lane SP7 8LP Tree A - Birch - Remove. Tree B - Birch - Remove. Tree C - Birch - Remove. Tree D - Birch - Remove. Tree E - Birch - Remove.</p>	For information only

Delegated Decisions for Information (all within the Clerk's delegated spend)

None

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/2025/07617 Mr Ludovic Glanville 4 th February 2026	6 Wincombe Business Park SP7 9QJ Replacement of existing window with a door & glazed side screen, with internal alterations to sub-divide the business unit into 3no. smaller independent units.	SFHE3 – Employment Area SFDHZ – Character Zone 8 East of Christy’s Lane including Grosvenor Road
P/HOU/2025/07570 Mr Mike Cummings 4 th February 2026	20 French Mill Lane SP7 0LT Raise the ridge of the roof and convert the space to form bedrooms. Erect a single storey rear extension with rooflight, erect detached garage with stand alone annexe over, external alterations and form no. 2 parking spaces. (Demolish existing garage and conservatory)	SFDHZ – Character Zone 5 Layton Lane SFDH1 – Conservation Area
P/VOC/2025/07604 Shaftesbury Town Council 4 th February 2026	Land At Mampitts Lane Mampitts Lane SP7 8GL Erection of community hub/cafe building with offices over, associated car parking & associated public amenity park (with variation of condition 2 of planning permission P/FUL/2024/01856 and condition 1 of non-material amendment P/NMA/2025/05771)	Mampitts car park feedback SFDHZ – Character Zone 8 East of Christy’s lane including Grosvenor Road SFDH5 – Provision for car parking in line with the adopted parking standards SFCL1 – To improve and increase the range of availability of community facilities
P/HOU/2026/00165 Mr & Mrs Adam & Nikki Frith 4 th February 2026	Hill View Horseponds SP7 8LJ Erect single storey rear extension, convert former forge into living accommodation and external alterations.	SFDHZ – Character Zone 7 Enmore Green SFDH1 – Conservation Area
P/FUL/2025/07522 Mr & Mrs G Matthews 9 th February 2026	Marmaris Kebab House 51 Mattar Arcade High Street SP7 8JE	SFTC1 – Town Centre SFDHZ – Character Zone 2 Shaftesbury Town Centre SFDH1 – Conservation Area

	Change of use & conversion of lower ground floor from former restaurant to 2 no. two bedroom flats	
P/LBC/2025/07521 Mr & Mrs G Matthews 16 th February 2026	Marmaris Kebab House 51 Mattar Arcade High Street SP7 8JE Alterations to facilitate the change of use & conversion of lower ground floor from former restaurant to 2 no. two bedroom flats	SFTC1 – Town Centre SFDHZ – Character Zone 2 Shaftesbury Town Centre SFDH1 – Conservation Area
P/FUL/2025/07605 P/LBC/2025/07606 Young's Co & Brewery 19 th February 2026	23-25 High Street SP7 8JE Demolition of lean-to store building	SFTC1 – Town Centre SFDHZ – Character Zone 2 Shaftesbury Town Centre SFDH1 – 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	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	

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.