



# Shaftesbury Town Council

Town Hall, Shaftesbury, Dorset. SP7 8LY  
Telephone: 01747 852420

Interim Town Clerk: Ms Billy Maddock  
e-mail: [office@shaftesbury-tc.gov.uk](mailto:office@shaftesbury-tc.gov.uk)  
Website: [www.shaftesbury-tc.gov.uk](http://www.shaftesbury-tc.gov.uk)

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, 7<sup>th</sup> April 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 Billy Maddock  
Interim Town Clerk, 30<sup>th</sup> March 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 3<sup>rd</sup> March 2026](#)
4. [Clerk's Report including progress report on Planning and Highways business](#)
5. [To consider responses to Planning Applications](#)
6. [To further consider the addition of a bus stop in Allen Road](#)
7. [To consider two speed surveys to support the possible extension of the proposed 20mph area on the eastern side of the town](#)
8. [To consider support for a request for a speed reduction from 40mph to 30mph on the B3081 at the Saxon Grange entrance](#)

## **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.

No apologies were received.

## **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 3<sup>rd</sup> March 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 [3<sup>rd</sup> March 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**

<b>Subject</b>	<b>Description</b>	<b>Progress / Comments</b>
Neighbourhood Plan update/timeline	A review of the Shaftesbury Neighbourhood Plan 2019-2031 was submitted for examination in November 2025	The most recent update on Dorset Council’s website is: <i>A short consultation is taking place on the Shaftesbury Neighbourhood Plan – First Review between Friday 20<sup>th</sup> March and Tuesday 7<sup>th</sup> April 2026. This consultation is limited to responses regarding changes to the legal compliance and Basic Conditions requirements that come into force on 25<sup>th</sup> March 2026.</i>  These changes are outlined in the <a href="#">examiner’s letter dated 16<sup>th</sup> March 2026</a> .
Blackmore Down Redrow Development - Enforcement Case 25/00069		No update.
Dinah’s Hollow Stakeholder Update		<a href="#">Update received from Dorset Council</a> following their meeting in March
Speed Indicator Device – Sweetmans Road	At the 2 <sup>nd</sup> December 2025 P&H meeting, it was resolved to install a SID on the corner of Sweetmans Road and Springfield Close.	The new device was installed by Dorset Council on the 18 <sup>th</sup> March and will be rotated with the other locations at Long Cross to make drivers aware of the 30mph speed limit in each location.  The new <a href="#">schedule</a> will be actioned by our Caretaker. As there are now 3 locations, each one will be deployed for a 4-week period.
The Dorset Council Traffic Management Scheme (Various Roads,	Following the Public Inquiry held on 9 <sup>th</sup> September 2025, the Inspector has issued their decision. The Inspector decided that	Information received from Traffic Engineering Technical

<p>Shaftesbury) (No.*) Order 202* - Shaftesbury Bus Gate</p>	<p>the Order be made and the Bus Gate be implemented. The Inspectors decision can be read in full <a href="#">here</a>.</p> <p>It is proposed the road will be closed in early summer to implement the remaining works. This will be advertised on site closer to the time. When the road reopens the Order will be in place and unauthorised vehicles using the Bus Gate will be subject to enforcement action.</p> <p>Retained firefighters travelling to the fire station in response to an emergency shout, will be exempt from enforcement.</p>	<p>Officer, Dorset Council 01305 221000</p>
<p><a href="#">P/CLP/2026/01051</a> Ann Glennon</p>	<p><b>16 Maple Road SP7 8FR</b> Certificate of lawfulness for an air source heat pump</p>	<p>For information only.</p>
<p><a href="#">P/FUL/2025/04692</a> 1<sup>st</sup> Estate Biomethane Ltd  <a href="#">Committee Speaking Letter Advice</a></p>	<p><b>Wessex Farm Sherborne Causeway SP7 9PX</b></p> <p>The construction and operation of an anaerobic digestion facility, ancillary infrastructure, landscaping and vehicular access between the site and the public highway</p>	<p>Response from STC on 7<sup>th</sup> October 2025 was OBJECT – Shaftesbury Town Council (STC) objects to this application and wishes to express its extreme surprise that it has not been consulted earlier in the development process for this application. The council’s key concerns are the lack of a noise impact assessment on residents of the northern slopes of Shaftesbury. As these houses are elevated there will be no mitigating acoustic barrier afforded by tree or hedgerows. Additionally, there is no information on the volume or nature of HGV traffic although there is mention of seasonal increases. STC would need to have much better information on the quantity and direction of traffic because any traffic coming from Shaftesbury and A350 will go through residential areas such as Long Cross.</p> <p>There has also been no consideration given to the possible impact of odour from the proposed plant on</p>

		<p>residents of the northern slopes and the impact on residents on traffic routes to the proposed plant from the waste lorries delivering to the plant.</p> <p>There is no detail of a tree planting scheme to conceal the site from local residents.</p> <p>Lastly the council is also concerned about the visual impact from Castle Hill.</p> <p>Cllr Andy Hollingshead spoke as a member of the Public at the Strategic Planning Committee on 24<sup>th</sup> March 2026</p>
<p><a href="#">P/PAAC/2026/01412</a> Mr &amp; Mrs Arnold</p>	<p><b>Agricultural Building at E 385230 N 123460 Calves Lane Farm Calves Lane Motcombe</b></p> <p>Change of use and conversion of agricultural building into 1 No. dwelling (Class C3).</p>	<p>Prior Approval request, for information only.</p>
<p><a href="#">Temporary Traffic Regulation Order for Woodlands Lane and New Lane</a></p>	<p>Between 12<sup>th</sup> May 2026 and 26<sup>th</sup> May 2026, the roads highlighted on the public notice are scheduled for surface dressing. These sites will form a rolling programme that is weather dependent and liable to change. 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.</p>	<p>If you wish to discuss any issues regarding this work, please contact Dorset Council, Stephen Higgs 01305 228100.</p>
<p><a href="#">Temporary Traffic Regulation Order for The Butts, Shaftesbury</a></p>	<p>To enable Dorset Council to carry out essential highway maintenance works, they plan to close The Butts between 1<sup>st</sup> June 2026 and 5<sup>th</sup> June 2026. This is a 24 hour closure the road will not be open during this period.</p>	<p>If you wish to discuss these works in detail, please contact Michael Mackrell, Construction Delivery Manager on 01305 228100</p>
<p><a href="#">P/TRC/2026/01746</a> Mr Fouracue</p>	<p><b>Pendle Langfords Lane SP7 8BE</b> T1 Holly - Fell</p>	<p>For information only.</p>

**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**

<b>Planning App Ref</b>	<b>Proposal</b>	<b>Neighbourhood Plan Ref / Comments</b>
<a href="#">P/HOU/2026/01205</a> Mrs Yasmine Johnston 8 <sup>th</sup> April 2026	<b>7 Gower Road SP7 8RU</b> Erect Two Storey Side Extension	SFDHZ – Character Zone 8 – East of Christy’s Lane including Grosvenor Road
<a href="#">P/HOU/2026/01236</a> Mr & Mrs Milligan 8 <sup>th</sup> April 2026	<b>14 Heathfields Way SP7 9JZ</b> Erect two storey side extension, single storey rear extension and single storey front porch (Demolish Existing Garage).	SFDHZ – Character Zone 8 – East of Christy’s lane including Grosvenor Road

**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.

**To further consider the addition of a bus stop in Allen Road**

**Background**

At the Planning & Highways meeting on 3<sup>rd</sup> March 2026, members of the committee were requested to consider information regarding a proposed new bus stop in Allen Road and to approve its location. They were further requested to approve that STC are prepared to manage the concerns of residents regarding potential loss of parking and the bus stop's proximity to homes.

After considering the information, it was resolved to defer this item until further details were provided by Dorset Council about the exact location of the proposed stop, technical drawings and if consultations had been held with residents.

**Information**

Following the meeting, officers contacted Dorset Council to request more accurate photographs and technical drawings. Also, for their confirmation that residents had been consulted about the new bus stop and Dorset Council's assurance that, should STC receive concerns from residents, these can merely be passed on to DC.

DC's response was –

- (1) No additional photographs showing the proposed location of the new bus stop can be provided and no technical drawings are available.  
The stop will be a standard rural bus stop similar to the one in the High Street.
- (2) There has been no consultation with residents as this is not a requirement for installation of a bus stop or any other street furniture, but the required procedures have been followed for its provision.  
The initial request was made at a meeting chaired by Cllr Beer when residents stated that, although there is a stop point in the middle of Allen Road, there is not currently one at the bottom of the road.  
Dorset Council have contacted STC on this matter as any new infrastructure is to be supported regarding its locality and, although they will assist with concerns from residents, STC will manage this element.
- (3) At the Transport Action Group meeting to be chaired by Cllr Beer on 21<sup>st</sup> April 2026, there will be an opportunity for those in attendance to raise any concerns or ask questions.

**Further Information**

In the absence of more accurate photographs to show the location of the proposed bus stop, officers have investigated this further.

On the [map](#) and aerial photograph (below) 23 Kavanagh Close is indicated. It is proposed that the new stop will be located on the pavement adjacent to this property (on the opposite side of the road to 1 Allen Road).

The map and photograph also show the distance of the new bus stop from the turning into Allen Road off the main (A30) road.



**Recommendation**

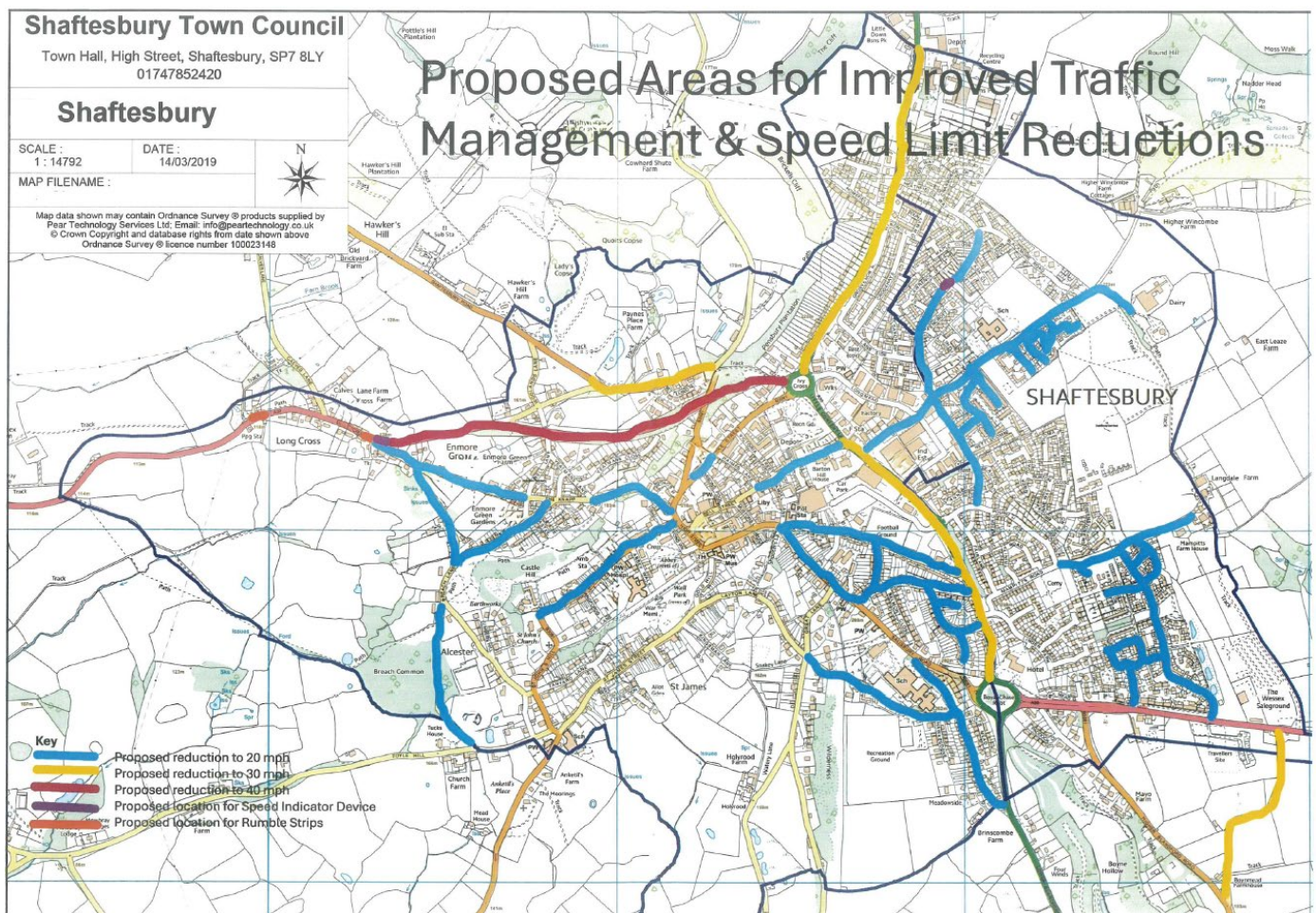
Members are requested to consider the additional information from Dorset Council and approve to support the proposed location of the new bus stop in Allen Road.

**To consider two speed surveys to support the possible extension of the proposed 20mph area on the eastern side of the town**

**Background**

Dorset Council are looking at the 20mph requests sent by Shaftesbury Town Council. DC are in support of the requests received, however feel that the eastern side of town would benefit from a more joined up approach.

The map below shows all requests currently with DC sent by STC.



**Information**

Dorset Council have advised for the need for the Town Council to consider extending the scheme east of the A30/A350 to ensure it has clear, logical start and end points (terminal points) and forms a coherent network.

DC can help determine the most appropriate extent, but this will require two additional speed surveys, to be commissioned by STC, at a cost of £495 + VAT. DC already hold survey data for the western side of the town, and these further surveys will give DC a complete picture of speeds across the whole area. In liaison with the Data Team, the Road Safety Manager recommends two specific locations for these surveys: [23 Pound Ln - Google Maps](#) & [King Alfred's Way - Google Maps](#)

Previous surveys in this area are from 2019 and therefore out of date. Data can only be used from the last five years.

### **Additional Information**

Once the two speed surveys have been carried out and DC have evaluated the data, they will develop a coherent and credible 20mph scheme, including the proposed speed reduction on the A30/A350 (led by DC Cllrs Jeanes and Beer). The Town Council can then determine how best to promote this through their local engagement processes.

Both proposals are community led and naturally link together, so it is logical and efficient for the Town Council to undertake public engagement on them at the same time once the proposed extents are confirmed.

The Road Safety Manager does encourage the Town Council to consider developing one or more Community Speed Watch (CSW) teams to strengthen the 20mph application. This is highlighted in the policy and advice can be obtained from Dorset Police's CSW Manager.

### **Recommendation**

Members are requested to consider the information presented in this report and

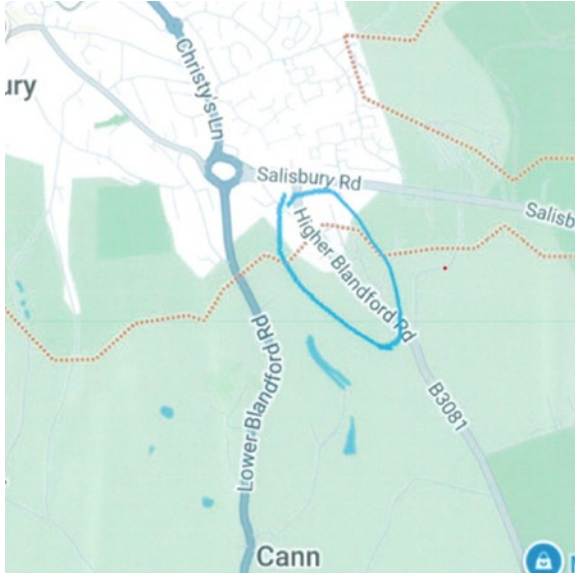
- (1) to commission two speed surveys, one in Pound Lane and one in King Alfred's Way as recommended by Dorset Council at a cost of £495+VAT taking funds from budget line Legal and Professional.
- (2) To consider setting up a Community Speed Watch scheme as recommended by Dorset Council.

**To consider support for a speed reduction from 40mph to 30mph on the B3081 at the Saxon Grange entrance**

**Background**

Residents in the Saxon Grange development (SP7 8DG) are extremely concerned about the speed of traffic along the B3081 making it difficult for access safely in and out of this estate. The STC Highways policy has been shared with the main contact and, following this, a total of 15 letters in this regard have so far been received by the office from residents living in Melbury Beacon View.

The two maps below indicate the area of road concerned.



**Information**

Residents would like to highlight the following areas of concern:

1. Poor visibility: The treeline and surrounding landscape significantly restrict sightlines for drivers exiting the estate, making it difficult to judge the speed and distance of approaching vehicles.
2. Vehicle speeds: Traffic regularly travels at high speeds, reducing reaction time for both residents and through traffic.
3. General road safety: The combination of speed and limited visibility increases the risk of collisions for anyone accessing the estate.

DC Cllr Jack Jeanes has already given his support for this request.

**Recommendation**

Members are requested to consider the residents' request for a speed reduction along the B3081 from 40mph to 30mph and approve referring the request and all information to Melbury & Cann Parish Council to take forward to the Dorset Council Highways Authority if they so wish, as the entrance is not within the Shaftesbury boundary.