



SHAFTESBURY TOWN COUNCIL

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To: **Members of the Planning & Highways Committee (P&H)** – Councillors Barratt (Vice-Chair), Dibben, Edwyn-Jones, Elmendorff (Chair), Hollingshead, Smith and Yeo

For information: Town Councillors, Dorset Council Councillors, Members of the Public and Press

AGENDA

PLANNING & 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 **7.30pm on Tuesday, 1st September 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](#).

Matthew Harrison

Town Clerk, 25th August 2026

Public Participation: The Chair 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. [To approve the minutes of the Planning & Highways meeting held on 4th August 2026](#)
4. [Clerk's Report including progress report on Planning & Highways business](#)
5. [To consider responses to Planning Applications](#)
6. [To consider requesting Dorset Council implement double-yellow lines on the B3091 St. John's Hill](#)

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 Interest and Requests for Dispensation

Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct – re-adopted in May 2026. 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

To approve the minutes of the Planning & Highways meeting held on 4th August 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

To confirm the accuracy of the Minutes of the Planning & Highways meeting held on [4th August 2026](#).

Clerk's Report including progress report on Planning & 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

4.1 Blackmore Down Redrow Development – Enforcement Case 25/00069

At the 4th August 2026 meeting Cllr Edwyn-Jones shared an [update from resident on the Blackmore Down development](#).

Progress/Comments: No further update has been received.

4.2 Abbey Walk – No Through Road Sign

At 7th July 2026 P&H meeting (PH12) – It was **RESOLVED** to recommend to Dorset Council Highways for a “No Through Road” sign to be provided at the junction of Bimport with Abbey Walk and to include another sign reading “No access to the Hospital”.

Progress/Comments:

Dorset Council confirmed that there is no space on the highway to install this sign as a gully is located where the sign would need to go. They have contacted the landowner on the junction of Bimport about being granted permission to erect a sign within their land.

Dorset Council are waiting to hear back.

4.3 PROPOSED OVERNIGHT TEMPORARY CLOSURE OF A357, SHILLINGSTONE

An application has been received from Wessex Water Services to close A357, Shillingstone from junction with Bere Marsh to junction with Poplar Hill (in both directions), a distance of approximately 555metres. The closure has been requested to allow Wessex Water Services to undertake a carriageway reinstatement. These works are programmed to commence between 20:00 until 23:30 on 30thSeptember 2026 - [Link to Public Notice](#).

This document is for information only, however if you have any concerns about this proposal, please contact Adam Nobes, (trafficteam@dorsetcouncil.gov.uk) by 15th September 2026.

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

Application Ref: [P/FUL/2026/02669](#)

Applicant's Name: Mr & Mrs Arnold

Date: 2nd September 2026

Proposal: Change of use and conversion of agricultural building to form a dwelling (use class C3)

Location: Calves Lane Farm Calves Lane Motcombe SP7 8QP

Neighbourhood Plan Ref/Comments: NPSB – Outside Settlement Boundary

Application Ref: [P/HOU/2026/04153](#)

Applicant's Name: Mr & Mrs McKean

Date: 2nd September 2026

Proposal: Erect a single storey rear extension.

Location: 15 St Georges Road SP7 8NJ

Neighbourhood Plan Ref/Comments: SFDHZ – Character Zone 4 – Grosvenor Road, Barton Hill and 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	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.

To consider requesting Dorset Council implement double-yellow lines on the B3091 St. John's Hill

Information

Residents living near the Abbey CofE Primary School on St James Street report significant traffic disruption during school drop-off and pick-up times (Monday to Friday, 8:30-9:00am and 2:30-3:00pm during term time). The resulting congestion creates safety risks for pedestrians and has reportedly obstructed emergency vehicles. Areas of particular concern are St James Street, Foyle Hill (approximately 300 yards from its junction with St James Street), Raspberry Lane, and the B3091 St John's Hill for around 145 metres downhill from St James Street.

Following a meeting involving STC councillors, Melbury Abbas and Cann Parish councillors, the Town Clerk, Dorset councillors and a Dorset Highways officer, Dorset Highways agreed to install temporary traffic cones along the affected section of the B3091 for one week from the start of the autumn term to assess parking displacement. They also recommended double-yellow lines be installed at that section but would seek support from the Town and Parish councils.

A further meeting has been arranged for the 2nd September between STC councillors, Melbury Abbas and Cann Parish councillors, Dorset Highways, the Dorset Road Safety Officer, and the school's headteacher and governors to discuss concerns, and consider longer-term solutions.

Recommendation

Members are requested to formally write to Dorset Council to request double-yellow lines are installed along the 145-metre section of the B3091.