



# Dorchester Town Council

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28 August 2019

**Agenda** for the meeting of the **Planning and Environment Committee** which will be held in the **Council Chamber, Municipal Buildings, Dorchester** on **2 September 2019 at 7.00pm.**

Adrian Stuart  
Town Clerk

## Public Speaking at the Meeting

The Chairman has discretion to allow members of the public to speak at the meeting. If you wish to address the Committee, please contact the Committee Clerk at least one day in advance of the meeting. We ask speakers to confine their comments to the matter in hand and to be as brief as is reasonably possible.

## Member Code of Conduct: Declaration of Interests

Members are reminded that it is their responsibility to disclose pecuniary or non-pecuniary interests where appropriate. A Member who declares a pecuniary interest must leave the room unless a suitable dispensation has been granted. A Member who declares a non-pecuniary interest may take part in the meeting and vote.

## Membership of the Committee

Councillors R. Biggs (the Mayor ex-officio), A. Canning, L. Fry, T. Harries (Vice- Chairman), J. Hewitt, S. Hosford, G. Jones, S. Jones, F. Kent-Ledger, R. Major, R. Potter (Chairman), M. Rennie and R. Ricardo

### 1. Apologies and Declarations of Interest

It is recommended that any twin hatted Dorchester Town Council and Dorset Council Councillors make a statement regarding their participation in the consideration of planning applications at this agenda item.

### 2. Minutes

To confirm and sign the Minutes of the meeting of the Committee held on 5 August 2019.

### 3. Speed Indicator Device

To consider a request for a Speed Indicator Device (SID) to be purchased and to be located at London Road and Herringston Road (subject to a speed survey) on a rotational basis. Rob Camp and Joe Allen from the Dorset Council's Sustainable and Safer Travel Environment, Infrastructure and Economy Team will be in attendance to give a small presentation about the SID Programme and to answer any questions. (SID Information sheet for local communities attached)

**4. Lubbecke Way and Stinsford View**

To consider the experimental Traffic Order for Lubbecke Way which came into effect on 16 April 2019 and to consider any other issues raised in the petition that was received in December 2018.

**5. Member Expenses for Attendance at Dorset Council Northern Area Planning Committee**

To note the Town Council's Policy on claiming Travel and Subsistence Expenses for attending the Dorset Council Northern Area Planning Committee to represent the views of Dorchester Town Council (attached).

**6. Minute Update Report**

To receive and consider the minute updates reported (attached).

**7. Planning Applications for Comment**

To receive and comment on the planning applications received from Dorset Council (attached).

**8. Dropped Kerbs Requests**

To consider requests received for dropped kerbs and to decide if the Town Council wishes to support these requests for forwarding to Dorset Council for further consideration (report and plans to follow).

**9. Planning Issues to Note**

To note any planning related issues including decisions made by Dorset Council on planning applications (contrary to Dorchester Town Council's comments), withdrawn applications and others (attached).

**10. Urgent Items**

To consider any other items that the Chairman or Town Clerk decides are urgent and that cannot wait for consideration at a future meeting.

**Dorchester Town Council**  
**Planning and Environment Committee**  
**5 August 2019**

Present: Councillors R. Biggs, L. Fry, T. Harries (Vice Chairman), J. Hewitt, S. Hosford, G. Jones, F. Kent-Ledger and R. Major

Apologies: Councillors A. Canning, S. Jones and M. Rennie

Also in attendance: Councillor D. Leaper

**14. Declarations of Interest**

Councillor Fry stated that as a member of Dorset Council's Area Planning Committee, he would keep an open mind on the planning applications and consider all information available at each stage of the decision process. He would take part in the debate but not vote on planning applications at this meeting.

Councillor Harries declared a non pecuniary interest in planning application WD/D/19/001602 and stated that he would not take part in any debate on this application.

**15. Minutes**

The minutes of the meeting of the Committee held on 1 July 2019 were confirmed and signed by the Chairman.

**16. Minute Update Report**

Following comments made by a member of the public regarding the Town Council's response to planning application WD/D/19/001083, the Chairman suggested that the Committee Clerk should seek advice from Dorset Council about the best wording for the Town Clerk to use in comments on planning applications when it did not object to the proposal but had given it full consideration. The Committee supported this suggestion.

**Resolved**

That the Committee Clerk contacts Dorset Council for advice as minuted above.

**17. Planning Applications**

The Committee considered the planning applications referred to the Council for comment by Dorset Council.

During consideration of planning application WD/D/19/001488, the Committee agreed that a Duchy of Cornwall representative be invited to attend a future Committee meeting to provide an update on landscaping proposals for the remainder of the Poundbury development.

**Resolved**

- i) That a Duchy of Cornwall representative be invited to attend a future Committee meeting to provide an update on landscaping proposals for the remainder of the Poundbury development

- ii) That Dorset Council be notified of the comments agreed on the various planning applications as set out in Appendix 1 to these minutes.

18. **Internally Illuminated Shop Signage Policy**

The Chairman presented the report and the options available in regards to the Town Council's policy for internally illuminated shop signage. The Committee agreed that it would be better if it could consider each planning application on its merits rather than having a blanket policy.

**Recommendation to Council:**

That the Town Council's policy on internally illuminated shop signage be changed so that that the Planning and Environment Committee considers all planning applications that include the provision of internally illuminated signage on their merits, based on material planning considerations and using Policy ENV 14, in the adopted Local Plan 2015, as guidance.

19. **Planning Issues to Note**

With regards to planning application WD/D/19/001153, a Member pointed out that the fencing surrounding the site was insecure and needed attention as this was a safety hazard. The Committee agreed that Dorset Council should be asked to address this.

**Resolved**

- i) That the Committee Clerk contacts Dorset Council to ask for the fencing surrounding the site of WD/D/19/001153 to be secured.
- ii) That the Planning Issues to Note report be noted.

20. **Urgent Items**

The Chairman reported that this was the Committee Clerk's last meeting and he and other members thanked her for her support of the Committee and their work.

Chairman

**Dorchester Town Council  
Planning and Environment Committee – 5 August 2019**

1. **SUITE 1 & 2, 58 ICEN WAY, DORCHESTER, DT1 1EW - [WD/D/19/001464](#)**  
Installation of 2.No windows and 2.No rooflights to rear elevation  
Dorchester Conservation Area  
No comment
2. **7 ICEN WAY, DORCHESTER, DT1 1EW - [WD/D/19/001602](#)**  
Conversion of existing single dwelling to form 2no. self- contained flats  
Dorchester Conservation Area  
No comment
3. **11 LONDON ROAD, DORCHESTER, DT1 1NF - [WD/D/19/001549](#)**  
Demolish front boundary wall, form vehicular access and parking. Erect garden wall.  
Dorchester Conservation Area  
Recommend refusal.  
The Committee supported the Article 4 Direction covering this site and considered that this would protect the historic character of the Conservation Area. They considered that the garden wall was an intrinsic part of the streetscape character of the Dorchester Conservation Area and the creation of car parking within the garden of this property, requiring the removal of part of the wall, would result in a detrimental change to the streetscape character. Such the development would be contrary to ENV4. of the adopted Local Plan.  
The Committee also considered that the loss of a parking space within a residents' parking permit scheme zone, that already has a very limited number of parking spaces would have a negative impact on the existing residents, meaning that neighbouring residents' amenity would be adversely affected. This would be contrary to policy ENV16. of the adopted Local Plan.
4. **75 PRINCE OF WALES ROAD, DORCHESTER, DT1 1PS - [WD/D/19/001546](#)**  
Erect 500mm gabion baskets and 1800mm fence above existing stone wall to side of property  
No comment
5. **7 SOUTH STREET, DORCHESTER, DT1 1BL - [WD/D/19/001583](#) + [WD/D/19/001589](#)**  
Display of 1no. non illuminated fascia sign and 1no. non illuminated hanging sign +  
Redecoration of existing shop front and signage.  
Dorchester Conservation Area and Grade II Listed Building  
No comment
6. **HOLY TRINITY CHURCH CAR PARK, COLLITON STREET, DORCHESTER - [WD/D/19/001615](#) + [WD/D/19/001616](#)**  
Demolition of existing structurally un-stable boundary walls to the Holy Trinity Church car park and the re-building of replacement walls to match the existing.  
Dorchester Conservation Area and Grade II Listed Building  
No comment
7. **OLD SALVATION ARMY HALL, DURNGATE STREET, DORCHESTER, DT1 1NA - [WD/D/19/001352](#) + [WD/D/19/001353](#)**  
Display of non illuminated signage scheme (retrospective) + Retention of internal works to include new timber floor, skirting and beading in main hall and removal of modern partitions and display of non illuminated sign to front elevation  
Dorchester Conservation Area and Grade II Listed Building  
No comment

8. **PLOTS 522 TO 592, SECTORS 3.72 & 3.77, NORTH QUADRANT, POUNDBURY -**  
**WD/D/19/001488**

Application for approval of reserved matters for access, appearance, landscaping, layout & scale in relation to Outline approval 1/D/09/001363

The Committee had no objection to the application in principle but comments were made about the lack of cycle storage, renewable energy provision and charging points for electric vehicles across these plots.

Concerns were also raised about the apparent lack of and reduction in landscaping at various points across the whole of Poundbury and in particular in the phases currently being developed.

The Supplementary Planning Document – Poundbury Development Brief (December 2006), was produced to guide decisions on planning applications for the future development of the site at Poundbury. Within this document, it stated:

‘ 3. Green Spaces

Green Squares with woodland trees

3.1 A range of green spaces is proposed within the Poundbury development in order to ..... add to the character and distinctiveness of the development.

3.8 ..... it is therefore proposed to include green squares or small urban parks within the development.

3.9 The inclusion of green squares with enough space for mature ‘woodland’ trees, will also have an impact on views of the development within the surrounding landscape.

It is intended that the green squares will be easily reached on foot by local residents being no more than a ten minute walk away from any residential property.

3.10 The planting of native trees will add positively to ..... (a number of things listed)

Avenue planting

3.11 ....will be designed as formal avenues with trees planted along their length. The new feeder road up to the north-eastern part of the site will also be planted though possibly in a less formal style.

3.13 Planting within the site ..... within green squares or along the avenues and boulevards, should include a range of tree and shrub species.’

The Committee considered that the planning authority should revisit this document in regard to landscaping when deciding on future planning applications for the remainder of the Poundbury development.

9. **9 CASTLE CLOSE, DORCHESTER, DT1 2JE WD/D/19/001690**

Proposed Change of use from C3 (Residential) to mixed use C3 (Residential) and D1(b) (for use as a creche, day nursery or day centre)

No comment

**SPEED INDICATOR DEVICE (SID) Information sheet for local communities**

***As the Highway Authority the community SID programme is operated in accordance with Health and Safety and Traffic Regulation requirements, therefore it is imperative communities refrain from any advanced decisions or expenditure until first meeting with representatives of Dorset Council, who will guide you through the process (contact details below). Under no circumstances should communities purchase a SID until authorised to do so.***

- SID is a temporary vehicle activated illuminated sign.
- In order to ensure the SID programme remains consistent, local communities can only **purchase (make /model) SIDs approved by Dorset Council.**
- The cost of a SID is £2,495 plus VAT. Solar modification available through Dorset Council (additional cost of £175 per post)
- A budget SID is available at £2,000.00 excluding VAT but has a smaller screen and limited functionality. Solar modification available (additional cost)
- An initial speed survey will be required to establish whether a SID can be authorised and this can cost up to £250 unless existing speed data is already available.
- Cost for installing a SID post is between £300 & £500 depending on location and health and safety requirements.
- SIDs should not be deployed permanently. but as directed by Dorset Council as the Highway Authority.
- Deployment periods are currently for 4-6 weeks per site, with an upper limit of 3 sites per SID.
- SIDs should only display vehicle speeds and authorised messages
- The parameters for the SID speed display should be limited to the speed limit and above. Ideal setting on a 30mph road: Display to activate at 30 MPH up to 45MPH, subject to site conditions.
- SIDs can only be deployed at locations approved and assessed by Dorset Council that meet the required **speed criteria** (see below) and risk assessment criteria.
- **Local communities deploying their own SID should do so in accordance with Dorset Council operational guidance and pursuant S72 Road Traffic Regulation Act 1984. Adequate Public Liability Insurance is also required by the community group to cover this activity.**
- Local communities deploying their own SIDs must keep Dorset Council informed on deployment periods. This should include location, time deployed and dates.

- Volunteers will only be authorised to deploy SIDs on the Highway after the required training is completed and signed off, which will include Health and Safety guidance and Risk Assessment details.

### **Speed Criteria**

Any site considered for a community owned SID has to meet the following criteria. The 85%ile speed (This being the speed threshold at which 85 percent of vehicles are travelling at or below) needs to be a minimum of 10%+2mph greater than the speed limit, as set out in the Association Chief Police Officers (ACPO) guidelines. This is done to take account of inaccuracies in equipment and vehicle speedometers. For example a 30mph limit would need to be 35mph or greater;  $30 \times 10\% + 2 = 35\text{mph}$ .

This information and guidance is provided to ensure Speed Indicator Devices are deployed appropriately on the Highway and in line with thorough evaluation. It also conforms to the Department of Transport guidance below.

### ***DfT Traffic Advisory leaflet for vehicle activated signs & TRAFFIC SIGNS MANUAL - CHAPTER 1***

*1.20 Authorities should consider requiring the removal of any object or device erected privately on land adjacent to their roads which has the apparent or express intention of guiding, warning or directing road users.*

*1.23 Signs are used to control and guide traffic and to promote road safety. They should only be used where they can usefully serve these functions. Warning signs will not, for instance, promote road safety if used widely where there is no unusual degree of danger. On the other hand their omission where guidance, control or danger warrants the use of a sign is not in the best interests of road users.*

### **Contact Details**

Email: [sids@dorsetcouncil.gov.uk](mailto:sids@dorsetcouncil.gov.uk)

Rob Camp: 01305 224548

Joe Allen: 01305 225370



**Dorchester Town Council**

**Planning and Environment Committee – 2 September 2019**

**Agenda Item 5 - Member Expenses for Attendance at Dorset Council Northern Area Planning Committee**

**Parish Travelling and Subsistence Allowance**

(1) The Council will pay to councillors allowances in respect of travelling and subsistence undertaken or incurred in connection with the performance of any duty within one or more of the following categories:

(a) attendance at a meeting of the Council or of any committee, sub-committee, working group or panel of it or of any other body to which the Council makes appointments or nominations or of any committee, sub-committee, working group or panel of such a body;

(b) attendance at a meeting of any association of authorities of which the Council is a member;

(c) the performance of any duty in pursuance of any standing order made by the Council under Section 135 of the Local Government Act 1972 requiring a member or members to be present while tender documents are opened;

(d) the performance of any duty in connection with the discharge of any function of the Council conferred by or under any enactment and empowering or requiring the Council to inspect or authorise the inspection of premises; and

(e) the carrying out of any other duty approved in advance by the Council, or any duty of a class so approved, for the purpose of, or in connection with, the discharge of the functions of the Council or of any of its committees, sub-committees, working groups or panels.

*Item 6. Extracted from the Dorchester Town Council Members' Allowances Scheme.*

**Dorchester Town Council**  
**Planning and Environment Committee – 2 September 2019**  
**Agenda Item 6. Minute Update Report**

**1. Minute 19 (5 August 2019) - Planning Issues to Note - Planning Application WD/D/19/001153  
the former Watson Petroleum Ltd & Dorchester Collection Show Room, London Road, Dorchester**

The Dorset Council have contacted McCarthy & Stone who are the applicants about the fencing around the former Watson Petroleum Ltd & Dorchester Collection Show Room, London Road, Dorchester however they do not currently own the site and have passed the concern regarding the security of the fencing onto the vendor who will hopefully deal with the matter.

**2. Update from Northern Area Planning Committee held on Wednesday, 21 August 2019**

**Minute 5, 7 (1 July 2019) WD/D/19/001272 - Sectors 3.63 & 4.31 North Quadrant, Poundbury**

The Application was approved at the Northern Area Planning Committee meeting with the addition of an informative asking the developer about how he will provide ducting to enable electric vehicle charging points.

The committee spent a lot of time pressing the point about this aspect as was the size of the apartments however the officer did not think there were policy standards to impose, the criterion being 'is it reasonable space?' The Dorset County Highways Officer confirmed that the garages were wide enough.

## **Dorchester Town Council**

**Planning and Environment Committee – 2 September 2019**

### **Agenda Item 7. Planning Applications for Comment**

#### **East Ward (Councillors T. Harries, S. Jones, F. Kent-Ledger and R. Major)**

##### **29 EDDISON AVENUE, DORCHESTER, DT1 1NX - WD/D/19/001876**

Demolish existing store & build single storey flat roof extension forming kitchen

#### **Poundbury Ward (Councillors R. Biggs and S. Hosford)**

##### **31 CROWN STREET WEST, POUNDBURY, DORCHESTER, DT1 3FQ - WD/D/19/001793**

Erect 2 No. non-illuminated fascia signs and 1 No. non-illuminated projecting hanging sign

##### **31 CROWN STREET WEST, POUNDBURY, DORCHESTER, DT1 3FQ - WD/D/19/001795**

Erect 1 No. non-illuminated individual raised lettering sign to side elevation

#### **South Ward (Councillors G. Jones, R. Potter and M. Rennie)**

##### **6 ROTHESAY ROAD, DORCHESTER, DT1 2DT - WD/D/19/001908**

Erection of a ground floor rear single storey extension

#### **West Ward (Councillors L. Fry, J. Hewitt and R. Ricardo)**

##### **6 DAGMAR ROAD, DORCHESTER, DT1 2NA - WD/D/19/001806**

Demolition of single storey rear extension and erection of replacement single storey rear extension and alterations to boundary walls - Dorchester Conservation Area

#### **North Ward (Councillor A. Canning)**

##### **15 VICTORIA ROAD, DORCHESTER, DT1 1SB - WD/D/19/001789**

Erection of single storey rear extension – Dorchester Conservation Area

##### **4-5 HIGH WEST STREET, DORCHESTER, DT1 1UJ - WD/D/19/001910**

External alterations to shopfront and fix new non illuminated fascia and non illuminated projecting sign to replace existing- Dorchester Conservation Area and II Listed Building

**Dorchester Town Council**  
**Planning and Environment Committee – 2 September 2019**  
**Agenda Item 9. Planning Issues to Note**

**Update from Northern Area Planning Committee held on Wednesday, 21 August 2019**

**Dorchester Transport and Environment Plan (DTEP), Proposed Victoria Road 20 MPH Zone**

The Northern Area Planning Committee voted to recommend approval for the proposed Victoria Road 20MPH zone.