



# GILLINGHAM TOWN COUNCIL

The Town Hall, School Road, Gillingham, Dorset SP8 4QR

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## PLANNING COMMITTEE

Minutes of a meeting of the **Planning Committee** held on **Monday 11<sup>th</sup> June 2018** in **The Jubilee Room, Town Hall, School Road, Gillingham** at **7.30pm**.

**These minutes do not constitute a true record until ratified by Full Council.**

**Members Present:** Cllr D Walsh (Chairman), Cllr Mrs V Pothecary (Deputy Chairman), Cllr Mrs A Beckley, Cllr Mrs S Cullingford, Cllr R Evill, Cllr A Frith, Cllr Mrs S Hunt, Cllr S Joyce, Cllr Miss N Purkis and Cllr J Robinson.

**Also Present:** **Committee Clerk:** Mrs Julie Hawkins.  
**Tree Warden:** Mr Ben Drew.  
Nine members of the public.  
One member of the press.

**559. Apologies:** Apologies were received from Cllr B Von Clemens and Mrs Sheila Messer, Rights of Way Liaison Officer.

**560. To approve the minutes of the meeting held on the 14<sup>th</sup> May 2018 and the interim meeting held on 21<sup>st</sup> May 2018.**

Proposed by Cllr Mrs Pothecary, seconded by Cllr Joyce and agreed by nine voting members that “**the minutes of the meeting held on 14th May 2018 and the interim meeting held on 21st May 2018 are approved as correct records of those meetings**”. The Chairman duly signed the minutes. **RESOLVED.** Cllr Mrs Cullingford abstained from voting as she was not present at the meeting.

**561. Questions:**  
There were no questions.

**562. Declarations of Interests**

*Members are reminded of their obligations to declare their interests in the following items and to indicate the action they will be taking when the item is considered as per the National Association of Local Councils (NALC) Model Code of Conduct which has been prepared to comply with the requirements of Section 27 of the Localism Act 2011.*

Cllr Mrs Pothecary declared a disclosable pecuniary interest in Planning Application No. 2/2018/0607/FUL as her daughter is employed by Thorngrove Garden Centre.

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### 563. a. To receive Terms of Reference for the Planning Committee for consideration and approval.

Following a discussion, Cllr Mrs Hunt proposed “**that the following Terms of Reference for the Planning Committee should be approved**”. Cllr Mrs Beckley seconded and the vote was unanimous. **RESOLVED**

*The committee will be responsible for the following:*

1. *To receive and consider planning applications from North Dorset District Council, Dorset County Council and neighbouring authorities and make recommendations thereon.*
2. *To receive and consider applications for works to protected trees.*
3. *To receive and consider notifications of intent to carry out work to trees within a Conservation Area.*
4. *To receive Planning Application decision notices.*
5. *To receive appeal notifications and decisions.*
6. *To receive details regarding planning enforcement matters.*
7. *To receive reports regarding Rights of Way issues in Gillingham.*
8. *To receive and consider applications for footpath diversions.*

### b. To receive the Terms of Reference for the Conservation Areas Working Party reporting to the Planning Committee for consideration and approval.

Cllr Mrs Hunt referred to the Colesbrook Conservation Area and informed the meeting that work is now complete. Cllr Mrs Hunt asked for the following line to be removed from the Terms of Reference: “*Upgrading Colesbrook from an Area of Local Character to a Conservation Area*”.

Following a discussion Cllr Mrs Hunt proposed “**that the following amended Terms of Reference for the Conservation Areas Working Party should be approved**”. Cllr Mrs Pothecary seconded and the vote was unanimous. **RESOLVED**

1. *The Conservation Areas Working Party will abide by the Gillingham Town Council Code of Conduct at all times.*
2. *The Conservation Areas Working Party will be set up by the parent committee, the Planning Committee, to undertake investigations into the following:*
  - *The extension of Gillingham Conservation Area.*
  - *Upgrading Bay from an Area of Local Character to a Conservation Area.*
  - *A Conservation Area Appraisal for Gillingham Conservation Area.*
  - *A Conservation Area Management Plan for Gillingham Conservation Area.*
3. *The Conservation Areas Working Party and its membership to be reviewed annually at the June meeting of the parent committee.*

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- b. **To receive the Terms of Reference for the Conservation Areas Working Party reporting to the Planning Committee for consideration and approval - continued.**

4. *Any elected or staff member of the Town Council or member of the public can be co-opted to Working Parties by the Parent Committee.*
5. *The Conservation Areas Working Party to only consider specific matters as referred to them by the Parent Committee.*
6. *The Conservation Areas Working Party to meet as and when deemed necessary by the Lead Member.*
7. *The Conservation Areas Working Party to report back to the Parent Committee with recommendations and identifying any costs involved.*

- c. **To review the Conservation Areas Working Party reporting to the Planning Committee and to agree members and lead member.**

Following a discussion, Cllr Mrs Potheary proposed that **“the Conservation Area Working Party will consist of the members detailed below”**. Seconded by Cllr Hunt, the vote was unanimous.

**RESOLVED**

**Council members:** Cllr Mrs S Hunt, Cllr Mrs A Beckley, Cllr A Frith, Cllr Mrs V Potheary, Cllr S Joyce and Cllr Mrs B Ridout.

**Gillingham Local History Society representatives:** Mr Sam Woodcock and Dr John Porter.

**Representatives from the Gillingham Neighbourhood Plan Group (dissolved in 2018):**

Mr David Beaton and Mr Mark Hebditch.

**Gillingham Tree Warden:** Mr Ben Drew.

**North Dorset District Council representative:** Mr Hugh de Iong.

**Working Party Clerk:** Mrs J Hawkins.

NB. *A lead member will be decided at the next meeting of the Conservation Areas Working Party.*

- d. **To receive the Planning Committee Protocol Document for consideration and approval.**

Following a discussion, Cllr Frith proposed that **“the Planning Committee Protocol Document should be approved”**. Cllr Robinson seconded and the vote was unanimous. **RESOLVED**

564. **To agree a councillor to represent the planning interests of the Ham Ward.**

Following a discussion, the Chairman proposed that **“Cllr Von Clemens should represent the planning interests of the Ham Ward”**. Seconded by Cllr Mrs Potheary and unanimously agreed. **RESOLVED**

565. **Planning Application Decisions from NDDC:**

- a. **Application No:** 2/2018/0390/HOUSE **Date Registered:** 19 March 2018

**Location of Development:** Thorngrove Lodge, Common Mead Lane, Gillingham, Dorset, SP8 4RE

**Description of Development:** Erect two-storey extension.

**GRANTED**

- b. **Application No:** 2/2018/0065/OUT **Date Registered:** 15 January 2018

**Location of Development:** R. Moore Contractors, Shaftesbury Road to Higher Ham Farm - Road, Gillingham, SP8 4LP

**Description of Development:** Demolish buildings and develop land by the erection of 8 No.

dwellings with garages, form estate road and parking. (Outline application to determine access and layout).

**REFUSED**

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### 565. Planning Application Decisions from NDDC:

- c. **Application No:** 2/2018/0353/FUL **Date Registered:** 23 March 2018  
**Location of Development:** Garage Block to the rear of, Lodbourne Terrace, Gillingham, Dorset.  
**Description of Development:** Erect 1 No. dwelling and form parking spaces (demolish garage block) amended scheme to Planning Permission 2/2014/1619/FUL to move dwelling to provide access to the rear and create maintenance strip (Retrospective).  
**GRANTED**
- d. **Application No:** 2/2018/0294/FUL **Date Registered:** 6 April 2018  
**Location of Development:** Glendon Farm, Mapperton Hill, Milton-on-Stour, Dorset, SP8 5QD  
**Description of Development:** Erect 3 bay garage/tool store (amended scheme to 2/2016/1661/FUL to install 4 No. rooflights to garage).  
**GRANTED**
- e. **Application No:** 2/2018/0460/VARIA **Date Registered:** 4 April 2018  
**Location of Development:** 42 Bay Road, Gillingham, SP8 4EF  
**Description of Development:** Erect two-storey extension and a single storey extension (demolish existing single storey extension). (Variation of Condition No. 2 of Planning Permission No. 2/2017/1742/HOUSE to amend the materials of the two-storey extension).  
**GRANTED**
- f. **Application No:** 2/2018/0709/PDT  
**Location:** Telecommunications Cabinet Pcp013, Gyllas Way, Gillingham, Dorset.  
**Description:** Notification under The Town and Country Planning (General Permitted Development) (England) Order 2015 and the Electronic Communications Code (Conditions and Regulations) 2003 (as amended) to install 1 No. DSLAM equipment cabinet. PCP013.  
**PERMITTED DEVELOPMENT**

Cllr Mrs Cullingford referred to Planning Application No. 2/2018/0065/OUT and informed the meeting that one of the reasons the application had been refused was because the proposal would lead to the loss of an allocated employment site which is contrary to saved policy 3.2 of the North Dorset District Wide Local Plan (First Revision). Cllr Mrs Cullingford reminded members that they need to check saved policies when considering applications.

Cllr Walsh stated that the applicant should have been informed of this by North Dorset District Council during the pre-app stage of the application process.

### 566. Planning Applications:

- a. **Application No:** 2/2018/0525/HOUSE  
**Proposal:** Raise roof of existing building and form first floor  
**Location:** Homeleigh, Peacemarsh Road, Gillingham, SP8 4HB  
**COMMENTS:**  
Cllr Mrs Beckley stated that Homeleigh is a small house on a small site, but as the proposal is to raise the roof of the existing building she had no objections to the application.

Cllr Mrs Hunt stated that in her opinion the proposal will provide a good set of rooms which will form a nice family home, however she asked for clarification over the parking arrangements.

Cllr Mrs Pothecary asked if any neighbours had commented on the proposal.

The Chairman stated that to date, he was unaware of any comments.

Cllr Joyce stated that in his opinion the property is small and will benefit from the proposal.

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### 566. Planning Applications continued:

Cllr Robinson stated that in his opinion the proposals will improve the look of the property and will remove the garage which currently opens onto the main road.

Cllr Evill stated that there will be no increase in the footprint of the building and the proposed materials will be in keeping with the existing dwelling.

Following the discussion, Cllr Mrs Hunt proposed that ‘**Gillingham Town Council has no objections to the application**’, Cllr Miss Purkis seconded, the vote was unanimous. **RESOLVED.**

#### **RECOMMENDATION:**

Gillingham Town Council has no objections to the application.

#### **b. Application No: 2/2018/0534/HOUSE**

**Proposal:** Erect part two storey and single storey extension (demolish part single storey catslide with dormer window). Create link to outbuilding.

**Location:** Eccliffe Farm, Nations Road to Bleet Lane - Road, Eccliffe, SP8 5RE

#### **COMMENTS:**

Cllr Miss Purkis stated that in her opinion the proposals tidy up the property and she could see no planning reasons to object to the application.

Cllr Mrs Beckley stated that the proposal is to use local stone which will be in keeping, and in her opinion will improve the property.

Cllr Joyce raised concerns over the possible future use of the building which could result in an additional residential building in open countryside.

The Chairman reminded members that consideration can only be given to the application, as presented.

Following the discussion, Cllr Mrs Potheary proposed that ‘**Gillingham Town Council has no objections to the application**’, Cllr Mrs Beckley seconded, the vote was unanimous. **RESOLVED**

#### **RECOMMENDATION:**

Gillingham Town Council has no objections to the application.

#### **c. Application No: 2/2017/1744/FUL (Amended Application)**

**Proposal:** Erect warehouse and distribution building. Form yard area and carry out landscaping works.

**Location:** Sigma Aldrich Company Ltd, Brickfields Industrial Estate, Gillingham, Dorset, SP8 4XT

#### **COMMENTS:**

Cllr Mrs Potheary stated that it is good to see a business expanding and investing in the town.

Cllr Joyce congratulated the applicant on the clear and concise application.

Following the discussion, Cllr Mrs Cullingford proposed that ‘**Gillingham Town Council has no objections to the application**’, Cllr Mrs Potheary seconded, the vote was unanimous. **RESOLVED**

#### **RECOMMENDATION:**

Gillingham Town Council has no objections to the application.

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### 566. Planning Applications continued:

#### d. Application No: 2/2018/0722/AGDWPA

**Proposal:** Change of use and conversion of agricultural building into 1 No. dwelling (Class C3).

**Location:** Barn at Langham Lane, Gillingham, Dorset.

**COMMENTS:**

Cllr Mrs Potheary requested clarification, and asked if the existing outbuildings will remain.

Cllr Mrs Potheary referred to a field-gate outside of the curtilage of the application and raised concerns over future access to the adjoining field which could be restricted by the proposal. Cllr Mrs Potheary informed the meeting that she is aware of two road traffic incidents in the area caused by mud on the road, and she expressed her concerns over the current state of the highway.

NB. *This issue has been reported to Dorset County Council Highways Authority under reference No. 1104153.*

Cllr Miss Purkis explained that the application follows prior approval of an application for the change of use and conversion of the agricultural building into 1 No. dwelling (Class C3) (Application No. 2/2017/0924/AGDWPA), and has been amended to include a second floor.

Cllr Joyce raised concerns over the proposed roof height and asked if there was adequate head height.

Cllr Walsh informed the meeting that this would be a matter for building control.

Following the discussion, Cllr Mrs Cullingford proposed that ‘**Gillingham Town Council has no objections to the application, subject to approval by the Highways Authority and the Building Control Officer**’, Cllr Mrs Beckley seconded, the majority voted in favour. **RESOLVED**

Cllr Mrs Potheary voted against the application as she had concerns over highway implications.

#### e. Application No: 2/2018/0607/FUL

**Proposal:** Change of use and alterations of existing barn/storage building to form retail sales area (Class A1).

**Location:** Thorngrove Garden Centre, Common Mead Lane, Gillingham, Dorset, SP8 4RE

**COMMENTS:**

Cllr Evill stated that in his opinion the proposed retail sales area is proportionate, and he could see no reasons on which to object.

Cllr Mrs Cullingford asked whether the proposed retail sales area would replace the existing shop or be an additional area.

The Chairman invited Mr Steve White, the applicant, to speak.

Mr White informed the meeting that the proposal is to keep the existing shop and create an additional retail sales area which will allow for the teaching of retail qualifications. He explained that the proposal will allow one area to be dedicated to gardening products and one area to be dedicated to gifts.

Cllr Joyce stated that the proposals are sympathetic to the site.

Cllr Walsh expressed his support for the business and congratulated the applicants on the proposal.

Following the discussion, Cllr Walsh proposed that ‘**Gillingham Town Council has no objections to the application**’, Cllr Evill seconded, the majority voted in favour of the proposal. **RESOLVED**

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### 566. Planning Applications continued:

Cllr Mrs Potheary abstained from voting as she had declared a pecuniary interest.

#### **RECOMMENDATION:**

Gillingham Town Council has no objections to the application.

#### **f. Application No: 2/2018/0599/HOUSE**

**Proposal:** Erect 1 No. summerhouse

**Location:** Chantry Cottage, The Square, Gillingham, SP8 4AY

#### **COMMENTS:**

Cllr Joyce stated that in his opinion the proposed summerhouse will blend in well.

Cllr Robinson asked why an application had been submitted.

The Committee Clerk explained that Chantry Cottage is a listed building which is situated within a Conservation Area and within a flood zone.

Following the discussion, Cllr Joyce proposed that ‘**Gillingham Town Council has no objections to the application**’, Cllr Robinson seconded, the vote was unanimous. **RESOLVED**

#### **RECOMMENDATION:**

Gillingham Town Council has no objections to the application.

#### **g. Application No: 2/2018/0644/FUL**

**Proposal:** Erect replacement dwelling and detached garage/workshop/office.

**Location:** Kendall's Cottage, Kendall Lane, Milton-on-Stour, SP8 5QA

#### **COMMENTS:**

Cllr Mrs Hunt referred to the previous application and stated that the proposed layout has been altered to accommodate the Oak Tree. Cllr Mrs Hunt stated that in her opinion the proposals will enhance Kendall's Cottage and provide a good family home.

Cllr Joyce requested clarification over the proposed intended use of the area above the garage.

The Chairman invited the applicant, Mr John Toogood, to speak.

Mr Toogood confirmed that the orientation of the proposed dwelling has been changed to accommodate the Oak tree and explained that the area above the garage will be used as an office and guest accommodation.

Cllr Mrs Potheary stated that the proposal is to create a large dwelling which will be double the size of the existing dwelling, however she had no objections to the proposal. Cllr Mrs Potheary stated that in her opinion the proposals will improve Kendall's Cottage.

Following the discussion, Cllr Mrs Potheary proposed that ‘**Gillingham Town Council has no objections to the application subject to approval by the Tree Officer and the Conservation Officer**’, Cllr Mrs Hunt seconded, the vote was unanimous. **RESOLVED**

### 567. To receive information regarding a provisional Tree Preservation Order (TPO) covering land at Oake Woods, Gillingham, Dorset SP8 4QS

The Chairman informed the meeting that a provisional Tree Preservation Order (TPO) has been made on land at Oake Woods in Gillingham. He explained that the council's reason for making the order (as required by Regulation 5 of the Town and Country Planning (Trees) Regulation 2012) follows damage to a number of trees situated around the site, and an assessment of the trees that form the integral landscaping has been undertaken.

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**567. To receive information regarding a provisional Tree Preservation Order (TPO) covering land at Oake Woods, Gillingham, Dorset SP8 4QS - continued.**

The Chairman stated that it is the district council's view that the trees provide an important contribution to the visual amenity of the area by softening the estate into the wider landscape, and their loss would cause harm.

The Chairman explained that the order is currently provisional and the district council will have six months in which to decide whether the order is to be confirmed or not

Following a discussion Cllr Mrs Potheary proposed that "**Gillingham Town Council supports the Tree Preservation Order (TPO) covering land at Oake Woods, Gillingham**", Cllr Mrs Beckley seconded, the vote was unanimous.

Cllr Miss Purkis asked whether the residents of Oake Woods will be notified of the order.

*NB. Clarification will be sought on this matter and reported back to the next planning committee meeting.*

**568. To receive and consider information regarding Footpaths in Gillingham.**

The Committee Clerk informed the meeting that the Rights of Way Liaison Officer was unable to attend the meeting but had reported the disappearance of a way marker post which had been position in Common Mead Lane near to the junction with The Drove. The Committee Clerk stated that investigations are ongoing and it is hoped that the post will be replaced as soon as possible.

**569. To receive and consider a report from the Conservation Area Working Party.**

Cllr Mrs Hunt stated that the working party had not met, however a meeting will shortly be arranged with the consultant.

**570. MATTERS PERTINENT TO THIS MEETING. Members are advised that inclusion of items is at the Chairman's discretion and that 'A Council cannot lawfully decide any matter which is not specified in the summons (agendas)'. The Chairman to be advised prior to the commencement of the meeting.**

- a. The Chairman invited the Tree Warden, Mr Ben Drew, to speak. Mr Drew referred to the Tree Preservation Order Application for work to protected trees at Rolls Bridge in Gillingham (TPO No. 20/8/86) and informed the meeting that permission has been granted for the following work:

T1 and T2 - Poplar - Fell as part of thinning of the group to encourage smaller Alder trees;  
T3 and T4 - Poplar - Crown lift lower laterals extending west over fence to 4m as suppressing younger trees;  
Dogwood - coppice overgrown bushes overhanging and obstructing path.

- b. The Chairman informed the meeting that the Gillingham Neighbourhood Plan Referendum will be held on Thursday 12th July 2018. He explained that the question which will be asked in the referendum is: "Do you want North Dorset District Council to use the neighbourhood plan for the parish of Gillingham to help it decide planning applications in the neighbourhood area?". The referendum will ask you to vote 'yes' or 'no' to this question and will be conducted in accordance with procedures which are similar to those used at local government elections.

A copy of the documents may be inspected at Gillingham Town Hall, Gillingham Library and South Walks House in Dorchester or online via the following link:

<https://www.dorsetforyou.gov.uk/article/426271>



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### **570. MATTERS PERTINENT TO THIS MEETING - continued.**

The Chairman explained that if the plan is made following a successful referendum, it becomes part of the development plan for Gillingham.

- c.** The Committee Clerk informed the meeting that on Friday 8th June 2018 a public consultation event had been organised by Persimmon Homes regarding a proposal to develop land at Bay Road in Gillingham. She stated that she had been informed by several councillors of incorrect information being circulated by Persimmon Homes including an incorrect date for the forthcoming Neighbourhood Plan referendum and incorrect figures for the affordable housing target. The Committee Clerk explained that the matter has been brought to the attention of the District Council Planning Policy Team.
- d.** Cllr Mrs Cullingford asked for further information regarding the weight limited for Bay Bridge. The Chairman reminded members that the Council cannot lawfully decide any matter which is not specified in the summons (agendas), however the committee clerk will contact the Bridges Department and ask for information.
- e.** Cllr Mrs Hunt asked if the council were consulted prior to construction traffic being diverted via Bay Road on route to the Hill-brush housing development in Mere. The committee clerk will contact the Highways Authority and ask for information.

**Closure.** The meeting closed at 8.18pm