



GILLINGHAM TOWN COUNCIL

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

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PLANNING COMMITTEE

Dear Sir/Madam

Members are summoned to a meeting of the Planning Committee on **MONDAY 13th JUNE 2016** in **The Jubilee Room**, Town Hall, School Road, Gillingham commencing at 7.30pm.

8th June 2016

Sylvia J Dobie
Town Clerk

Time will be allocated to receive comments from members of the public, regarding planning issues and matters directly appertaining to items on the Agenda. The Chairman of the committee has absolute discretion on who can speak and for how long.

All in attendance should be aware that filming, recording, photographing or otherwise being reported about may occur during the meeting. A designated area is set aside for members of the public not actively participating in the meeting where there will be no filming or photographs taken.

A G E N D A

1. **To receive apologies for absence.**
2. **To approve the minutes of the meeting held on the 9th May 2016 and the interim meeting held on 16th May 2016.**
3. **Questions.**
4. **Declarations of Interest** - Members are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests.
 - Check if there is an item of business on this agenda in which the member or other relevant person has a disclosable pecuniary interest.
 - Check that the interest has been notified to the Monitoring Officer (in writing) and entered in the Register (if not, this must be done within 28 days).
 - Disclose the interest at the meeting (in accordance with the Council's Code of Conduct No.14) and in the absence of a dispensation to speak and/or vote, withdraw from any consideration of the item.
 - Members are also reminded of their obligation under our code (no.13) to declare financial interests of a friend, relative (other than spouse or partner) or close associate, and having done so to speak only in accordance with the code before withdrawing from the meeting.

Planning Committee – Agenda – 13th June 2016 - continued:

5. a. To receive Terms of Reference for the Planning Committee for consideration and approval (copy attached)
- b. To receive the Terms of Reference for the Working Party reporting to the Planning Committee for consideration and approval (copy attached).
- c. To review the Working Party reporting to the Planning Committee and to agree members and lead member (see attached list of current membership).
- d. To receive the Planning Committee Protocol Document for consideration and adoption.
6. To agree a councillor to represent the planning interests of the Ham Ward.
7. Planning Application Decisions from NDDC:
 - a. **Application Number:** 2/2016/0021/DOC
Proposal: Discharge of Condition No. 5 - MT002 - *Materials (Samples for approval) from Planning Permission 2/2015/0650.
Location: Land at E 383126 N 129045 Lawn Cross Farm, Bay Road to Dorset County Boundary - Lane, Gillingham, Dorset.
FULLY DISCHARGED
 - b. **Application No:** 2/2016/0125/FUL **Date Registered:** 10 March 2016
Location of Development: Land Adjoining 2 New Barn Cottages, Bleet Lane To New Road, Madjeston, Dorset, SP8 5JL
Description of Development: Erect stable block and tack-room and change of use from agricultural land to equestrian land.
GRANTED
 - c. **Application Number:** 2/2016/0422/DEM
Proposal: Demolish brick agricultural building.
Location: Higher Langham Farm , Langham, Gillingham, Dorset, SP8 5NX
It is considered that the demolition proposed does not require prior approval, subject to the works being carried out in accordance with the details submitted with the notification, and provided that the work is commenced within a period of 5 years from 23 March 2016.
 - d. **Application Number:** 2/2016/0428/AGR
Proposal: Erect replacement agricultural barn.
Location: Higher Langham Farm , Langham, Gillingham, Dorset, SP85NX
It is considered that the development proposed does not require prior approval, subject to the works being carried out in accordance with the details submitted with the notification, and provided that the work is commenced within a period of 5 years from 21 March 2016. This approval is also restricted by conditions.
 - e. **Application Number:** 2/2016/0446/DOC
Proposal: Discharge of Condition Nos. 1 - Commencement, 2 - Plans; 3 - Materials (Samples for approval); 4 - Window and door details; following grant of Planning Permission No. 2/2015/1610.
Location: Stock Farm Cottage, Stock Lane, Gillingham, Dorset, SP8 5NR
FULLY DISCHARGED
 - f. **Application Number:** 2/2016/0541/HOUSE
Proposal: Erect first floor extension including 4 No. dormers, and single storey side extension.
Location: 10 Common Mead Avenue, Gillingham, Dorset, SP8 4NB
APPLICATION WITHDRAWN

7. Planning Application Decisions from NDDC continued:

- g. Application No:** 2/2016/0282/OUT **Date Registered:** 21 March 2016
Location of Development: Land To East Of 20 , Barnaby Mead, Gillingham, Dorset, SP8 4AL
Description of Development: Demolish single storey garage and link off side (east) elevation and develop the land by the erection of 2 No. detached dwellings (outline application to determine access).
GRANTED
- h. Application No:** 2/2016/0343/HOUSE **Date Registered:** 25 April 2016
Location of Development: 23 Wessex Way, Gillingham, Dorset, SP8 4LX
Description of Development: Erect two storey extension.
GRANTED
- i. Application No:** 2/2016/0429/VARIA **Date Registered:** 21 March 2016
Location of Development: Higher Langham Farm, Moor Lane, Langham, Gillingham, Dorset, SP8 5NX
Description of Development: Variation of conditions 2 and 10 from planning permission 2/2014/1383/FUL to demolish Barn D and undertake landscaping.
GRANTED

8. Tree Works Decisions received from NDDC:

- a. Tree Works Application:** 2/2016/0571/TPTREE
Proposal: T1 (613) - Oak - Remove lowest secondary branch on lowest primary limb. To reduce end loading and the risk of it being pulled down. Remove deadwood in excess of 50mm dia or 1.5m long – deadwood exempt from Council approval.
T2 (618) - Willow - Pollard to 1-3m above ground level.
T3 (619) - Willow - Remove stem extending north-west over the path.
Pollard other stems for continuity. Pollarding will reduce canopy size and end loading of mature stems, helping to ensure the longevity of the tree.
T4 (624) - Ash - Crown lift low secondary branches to north-east side over road to 4m from ground level.
Location: Rolls Bridge, Rolls Bridge Lane, Gillingham, Dorset
GRANTED
- b. Tree Works Application:** 2/2016/0522/CATREE
Proposal: G1 - Oak - Deadwood and remove breakages. Consent not required
T2 - Corkscrew Willow - Remove
T3 - Eucalyptus - Remove large lower lateral (westerly facing)
Location: Oaktrees, Wyke Road, Gillingham, Dorset, SP8 4NG
GRANTED
- c. Tree Works Application:** 2/2016/0582/TPTREE
Proposal: T1 - Lime - Crown raise to 3m and crown thin by 20%. In the past, lower branches have been hacked off in a poor fashion. The tree is just starting to thicken in the crown and a few branches are starting to rub the main stems. This will allow wind to pass through the canopy and prevent future splits and breakages.
Location: 4 Barnaby Mead, Gillingham, Dorset, SP8 4AL
GRANTED

Planning Committee – Agenda – 13th June 2016 - continued:

9. Planning Applications:

- a. Planning Application No: 2/2016/0641/FUL**
Proposal: Form 2 No. additional parking spaces (demolish w.c. / store building).
Location: Gillingham Bowling Club, School Lane, Gillingham, Dorset, SP8 4QW
- b. Planning Application No: 2/2016/0625/HOUSE**
Proposal: Erect two storey extension.
Location: 1 Clifford Court, Broad Robin, Gillingham, Dorset, SP8 4PT
- c. Planning Application No: 2/2016/0575/HOUSE**
Proposal: Erect replacement garage.
Location: Lenoveda, 3 Peacemarsh Terrace, Gillingham, Dorset, SP8 4EX
- d. Planning Application No: 2/2016/0756/HOUSE**
Proposal: Erect car port on the front elevation of existing garage (amendment to Planning Permission 2/2016/0444/HOUSE).
Location: 44 Foxglove Close, Gillingham, SP8 4TW
- e. Planning Application No: 2/2016/0766/HOUSE**
Proposal: Erect single storey side extension.
Location: 10 Common Mead Avenue, Gillingham, Dorset, SP8 4NB
- f. Planning Application No: 2/2016/0757/HOUSE**
Proposal: Erect two storey and single storey rear extensions.
Location: 4 Leddington Way, Gillingham, SP8 4FF
- g. Planning Application No: 2/2016/0363/FUL (Amended application)**
Proposal: Erect stable block and create 2 No. parking spaces (demolish existing field shelter).
Location: Land West Of North Lodge, Wavering Lane West, Gillingham, Dorset,

10. Tree Works Applications:

- a. Planning Application No: 2/2016/0725/CATREE**
Proposal: T1 - Macrocarpa - Section fell.
Location: Wyke House, Wyke Road, Gillingham, Dorset, SP8 4NH

11. To receive notification of the following planning appeal:

Inspectorate's Ref: APP/N1215/W/16/3147828
Appeal by: Mr And Mrs K Honeybun
Application No: 2/2015/1403/FUL
Location: Deer Leap Farm, Bowridge Hill, Gillingham Dorset SP8 5QR
Proposal: Retain existing mobile home for occupation by a dependant relative.

- 12. To receive notification from North Dorset District Council that a decision has been taken not to confirm the provisional Tree Preservation Order at Heron View Brewery Lane, Wyke Gillingham SP8 4NN.**
- 13. To receive and consider information regarding Footpaths in Gillingham.**
- 14. To receive and consider a report from the Conservation Area Working Party.**

Planning Committee – Agenda – 13th June 2016 - continued:

15. 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.

Closure.

Attached:

Planning Committee Terms of Reference

Working Party Terms of Reference

Working Party Membership

Planning Committee Protocol Document

Letter from Mrs M James Re. Application 2/2016/0575/HOUSE

Gillingham Town Council

PLANNING COMMITTEE

TERMS OF REFERENCE

The committee will be responsible for the following:

1. To receive planning applications from North Dorset District Council, Dorset County Council and neighbouring authorities.
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.
- / To receive and consider applications for footpath diversions.



CONSERVATION AREA WORKING PARTY

TERMS OF REFERENCE

1. The Conservation Area Working Party will abide by the Gillingham Town Council Code of Conduct at all times.
2. The Conservation Area Working Party will be set up by the parent committee, the Development Management Recommendations Committee, to undertake investigations into the following:
 - The extension of Gillingham Conservation Area.
 - Upgrading Colesbrook from an Area of Local Character to a Conservation Area.
 - Upgrading Bay from an Area of Local Character to a Conservation Area.
 - To compile a list of Heritage Assets in Gillingham.
3. The Conservation Area Working Party and its membership to be reviewed annually at the June meeting of the parent committee.
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 Area Working Party to only consider specific matters as referred to them by the Parent Committee.
6. The Conservation Area Working Party to meet as and when deemed necessary by the Lead Member.
7. The Conservation Area Working Party to report back to the Parent Committee with recommendations and identifying any costs involved.



Gillingham Town Council

MEMBERS OF THE CONSERVATION AREA WORKING PARTY

The following membership will need to be agreed by the Planning Committee at the meeting scheduled for 13th June 2016:

Lead Member:

Cllr Mrs S Hunt

Town Council representatives:

Cllr Mrs A Beckley

Cllr Mrs B Ridout

Cllr A Frith

Cllr D Milsted

Cllr S Joyce

Additional Members

Gillingham Local History Society:

Mr Sam Woodcock

Gillingham Neighbourhood Plan Group:

Mr David Beaton

Mr Mark Hebditch

North Dorset District Council Environment Team:

Mr Kevin Morris, Conservation Officer (when required)



PLANNING COMMITTEE PROTOCOL DOCUMENT

Declarations of Interest

You must:

- Declare any direct or indirect pecuniary interest and withdraw from the meeting whilst the matter is being discussed and voted on;

You must not:

- Act as an agent for people pursuing planning matters within your council.

Lobbying and access to councillors

If you are a member of the planning committee, you should use common sense when dealing with planning matters. However, as a planning committee member you must:

- Act in the public interest with regards to planning matters and not individual constituents or particular interest.
- Act fairly and openly and determine each application on its own merits.
- Report any approaches by lobbyists and any representations made to you to the relevant planning officer.
- Make it clear that you will not be in a position to make a decision on a particular application until you have heard all the evidence at the planning committee meeting.
- Refer any request to attend or organise a meeting to discuss a planning proposal that has yet to be submitted to the appropriate planning officer.

As a planning committee member you can:

- Listen to the views expressed.
- Give advice regarding relevant planning policies.
- Seek factual information about the progress of a case.
- Advise those who are lobbying that they should contact the relevant planning officer so their opinions can be included in the officer's report to the committee.
- Advise those who are lobbying to write or speak to a member who is not on the planning committee.

As a planning committee member you must not:

- Give ground to doubt your impartiality.
- Use your position improperly for personal gain or to advantage any individual or group, including relatives, friends or close associates.

Planning Committee – Agenda – 13th June 2016 - continued:

- Prejudge or demonstrate bias, or be seen to prejudge or demonstrate bias, in respect of any decision regarding a particular planning application before you have heard all the evidence and arguments at the planning committee meeting.
- Vote on applications in accordance with political group meetings.
- Lobby for a particular outcome on a planning application.
- Meet developers alone or put yourself in a position where you appear to favour a person, company or group.
- **Engage in discussion when visiting a site either individually or in small groups with the applicant or any other people present. Any request for members to express a view and any offers of hospitality should be politely declined.**
- Take payment, or reward in kind, to lobby your council on a planning matter.
- Pressure/influence planning officers to provide a particular recommendation on a planning application contrary to their professional view.
- Pressure/influence planning officers to either take or not take enforcement action.
- Pressure/influence planning officers to include policies and proposals, such a zoning of land in the local development plan, which would be to your advantage or the advantage of any individual or group.
- Do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of the council.

As a councillor who is not on the planning committee you can:

- Encourage developers and others to engage with the council and residents in the planning process.
- Make representations and address the relevant planning committee.
- Make known to planning officers what representations from constituents and prospective developers you have received on a planning application, attend public meetings/events, and assist constituents in making their views known to the relevant planning officer.
- Pass on your views and those of your constituents with regard to the local development plan.

As a councillor who is not on the planning committee you must not:

- Take payment, or reward in kind, to lobby your council on a planning matter.
- Apply pressure on other councillors to obtain a commitment to vote in a certain way;
- Attempt to influence planning officers to included policies and proposals, such as the zoning of land in the local development plan, which would be to your advantage or the advantage of any individual or group, or make public statements about pending policies and proposals in the draft plan prior to public consultation.
- Do anything which compromises, or which is likely to compromise, the impartiality of those who work for, or on behalf of, the council.

Committee Meetings

As a planning committee member, you must:

- Keep an open mind and be willing to listen to all the arguments, representations and evidence presented at the planning committee meeting.
- Determine each planning application on its own merits and in accordance with planning policy.
- Decide on applications on valid planning grounds.

As a planning committee member, you must not:

- Decide how you are going to vote before the planning committee has taken place.

THE SEVEN PRINCIPLES OF PUBLIC LIFE.

1. Selflessness

Holders of public office should act solely in terms of the public interest.

2. Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

3. Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

4. Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

5. Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

6. Honesty

Holders of public office should be truthful.

7. Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.