



GILLINGHAM TOWN COUNCIL

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

PLANNING COMMITTEE

Minutes of the Planning Committee meeting held on **Monday 13th March 2023** at The Town Hall, School Road, Gillingham, commencing at 7.30pm

Members Present:

Cllr Rupert Evill, Deputy Chairman
Cllr Fiona Cullen
Cllr Alan Frith
Cllr John Kilcourse

Cllr Sarah Snook
Cllr Donna Toye
Cllr Mark Walden
Cllr Roger Weeks

In attendance:

Julie Hawkins, Town Clerk

The following joined the meeting via MS Teams:

Jill Ezzard, Assistant Town Clerk
Michael Streeter, Gillingham and Shaftesbury News

549. Public Participation. Please note: a period up to a maximum of fifteen minutes will be allowed for public comments and questions restricted to items listed on the following agenda.

There was no public participation.

550. To receive and accept apologies for absence.

It was agreed and **RESOLVED** to accept the apologies received from Cllr Ashfield, Cllr Pothecary, Cllr Cullingford and Cllr B von Clemens who were unable to attend for personal reasons.

551. To receive any questions pertaining to the previous meeting.

There were no questions.

552. To approve the minutes as a true and accurate record of the Planning Committee meeting held on Monday 13 February 2023 and Monday 27 February 2023.

It was agreed and **RESOLVED** to approve the minutes as a true and accurate record of the Planning Committee meeting held on Monday 13 February 2023 and Monday 27 February 2023.

553. To receive declarations of interest. Please note; members are required to comply with the requirements of the Localism Act 2011, section 27 disclosable pecuniary interests.

Cllr Toye declared a personal interest in Planning Application no. P/ADV/2023/01127.

Cllr Snook declared a disclosable pecuniary interest in Planning Application no. P/HOU/2022/07697.

Cllr Cullen declared a disclosable pecuniary interest in Tree Work Application no. P/TRT/2023/01000

554. To receive and note Decision Notices for planning applications from Dorset Council:

a) **Application No:** P/VOC/2023/00158

Proposal: Change of use of former nightclub (sui generis) to gym & children's soft play (use class E). Erection of single storey side extension & internal alterations (with variation of condition 2 of planning permission P/FUL/2021/05178 to amend approved plans)

Location: 22 Brickfields Business Park, Gillingham, Dorset SP8 4PX

Decision: Approved

b) **Application No:** P/HOU/2022/08033

Proposal: Erect replacement garage (demolish existing garage).

Location: 1 Northmoor Cottages, Bowridge Hill, Gillingham SP8 4HN

Decision: Approved

c) **Application No:** P/FUL/2022/07819

Proposal: Change of use to a mixed use of use classes E & F to allow for additional community use of the building (along with gym & children's soft play (use class E) as already approved under planning permission P/FUL/2021/05178) & creation of 4no. parking bays

Location: 22 Brickfields Business Park, Gillingham

Decision: Approved

d) **Application No:** P/FUL/2022/06096

Proposal: Reinstatement of a single dwelling from existing two cottages. Erect single storey extension.

Location: 1 & 2 Rope Cottages, Mapperton Hill, Milton-on-Stour, Dorset

Decision: Approved

- e) **Application No:** P/HOU/2022/07882
Proposal: Remove front and side conservatories. Erect single storey front and side extensions.
Location: Winridge Cottage, Martins Lane to Post Office Lane – Road, Milton-on-Stour SP8 5PZ
Decision: Approved
- f) **Application No:** P/HOU/2022/07697
Proposal: Erect double garage (demolish existing garage).
Location: Jubilee House, Lydfords Lane, Gillingham, SP8 4NJ
Decision: Approved
- g) **Application No:** P/HOU/2022/07732
Proposal: Erect Replacement Garage
Location: Thorntons House, Bowridge Hill, Gillingham, SP8 5QS
Decision: Approved
- h) **Application No:** P/FUL/2022/06474
Proposal: Erection of steel framed production building for the manufacturing of lighting
Location: Land at Brickfields Business Park, Gillingham, Dorset SP8 4PX
Decision: Approved
- i) **Application No:** P/VOC/2022/06094
Proposal: Develop land by the erection of up to 115 No. dwellings, form vehicular access from New Road and Lodden Lakes Phase 1, form public open space. (Outline application to determine access). (With variation of Condition Nos. 4 & 17 of Planning Permission No. P/OUT/2020/00495 to amend the access junction and visibility splays)
Location: Land to the South East of Lodden Lakes, New Road, Gillingham.
Decision: Approved
- j) **Application No:** P/PAAC/2023/00191
Proposal: Change of use and conversion of an agricultural barn to 1 No. dwelling
Location: Pound Farm, Bleet Lane to New Road, Madjeston, Dorset SP8 5JH
Decision: Withdrawn

555. To receive and consider planning applications, as follows:

- a) **Application No:** [P/PALH/2023/01063](#)
Proposal: Erect rear extension: To extend 5.00 metres beyond the rear wall of the original dwellinghouse: maximum height: 3.77 metres: height to eaves 2.40 metres.
Location: 14 Broadacres, Gillingham, SP8 4SB

It was agreed and **RESOLVED** to recommend refusal of Planning Application P/PALH/2023/01063 for the following reasons:

- The proposal is considered to be too close to the boundary and will result in an overbearing and un-neighbourly development.

- The proposal is considered to be an overdevelopment of the site.
- The proposed extension will result in the loss of light to the neighbouring property.
- The proposed materials are not in keeping with the existing building and will result in a development which is out of character with the neighbouring properties.

Cllr Kilcourse voted against the proposal to recommend refusal.

b) Application No: [P/ADV/2023/01127](#)

Proposal: Display of 2no. externally illuminated fascia signs, 2no. internally illuminated projecting signs and 1no. window display screen

Location: Sydenham House, High Street, Gillingham, SP8 4AG

It was agreed and **RESOLVED** to recommend refusal of Application P/ADV/2023/01127 for the following reasons:

- The proposed illuminated signs will create a light disturbance to the occupants of nearby residential properties.
- The design is considered to be out of character with the High Street.
- There are concerns over the height of the proposed sign on the School Road elevation as the pavement below the sign is on a slope.

Cllr Toye abstained from voting.

556. To receive and note the following tree work applications.

a) Application No: P/TRT/2023/01000

Proposal: T1 - Willow - Fell and re-plant with a low water demand species such as honey locust or hornbeam. It is reasonably likely and foreseeable that T1 will cause or contribute to indirect damage to the adjacent dwelling located in Queen Eleanor Road in the near future.

Location: The Elms, Newbury, Gillingham, SP8 4JX

The application was noted.

b) Application No: P/TRC/2023/01130

Proposal: G1 - Ash x14 - Fell due to ash die back. G2 - Ash x5 - Fell due to ash die back. T1 - Cherry - Raise crown to 4m from ground level.

Location: Milton Dale, Back Lane, Milton-on- Stour, SP8 5PZ

The application was noted.

c) Application No: P/TRC/2023/01131

Proposal: T1 - Norway Spruce - Fell. T2 - Apple - Reduce canopy, shortening peripheral branches by up to 2m.

Location: 2 Post Office Cottages, Post Office Road, Milton-on-Stour, SP8 5QB

The application was noted.

d) Application No: P/TRC/2023/01190

Proposal: T1 - Elm - Remove (fell) to near ground level and treat stump to inhibit regrowth. T2 - Ash - Remove (fell) to near ground level and treat stump to inhibit regrowth. T3 - Ash - Remove (fell) to near ground level and treat stump to inhibit regrowth. TTg1 - Field Maple - Remove (fell) to near ground level including section at base managed as hedge. Treat stumps to inhibit regrowth.

Reason: Clay shrinkage subsidence damage at the property.

Location: Little Felthams, Mapperton Hill, Milton-on-Stour, SP8 5QD

The application was noted.

Councillors expressed their disappointment in the loss of so many trees and asked the Town Clerk to contact the Dorset Tree Officer to ask if a condition can be made requiring the applicant to replace trees where possible.

557. To receive and consider reports from Sub-committees and Task and Finish Groups (if available):

a) Developer Engagement Panel

No meeting has taken place.

b) Neighbourhood Plan

Two reports were circulated prior to the meeting. Please refer to [Appendix A](#). The reports were noted.

558. To receive notification that an appeal has been made to the Secretary of State against refusal of Dorset Council for application no. P/PACD/2022/03965, 7-9 High Street Gillingham SP8 4AA, Change of use from Commercial, Business and Service (use class E) to 2 no. dwellings (use class C3).

Details of the appeal were noted.

559. To receive matters pertinent to this meeting.

Concerns were raised over the untidy state of the Traveller site on the B3081 Gillingham to Wincanton Road. The Town Clerk will report the issue to the relevant department at Dorset Council.

The meeting closed at 8.15pm.

**Gillingham Neighbourhood Plan Sub-committee
Report no. 1 of 2**

**Notes of a Gillingham Neighbourhood Plan Sub-committee meeting
held on Friday 17 February 2023 at 10.30am**

Author: Julie Hawkins, Town Clerk

Present: Cllr Sharon Cullingford, Cllr Graham Poulter, Cllr Roger Weeks, Serena Burgess - Projects Administrator, Julie Hawkins - Town Clerk, Cllr David Walsh - Dorset Council Planning Portfolio Holder, Philip Reese – Dorset Council Senior Planning Policy Officer.

Apologies: Cllr Paul Harris, Cllr Mick Hill, Cllr John Kilcourse, Cllr Val Potheary,

Cllr Cullingford outlined the proposed draft amendments to the Gillingham Neighbourhood Plan (GNP).

Members put questions to Philip Reese, Dorset Council Senior Planning Policy Officer and to Cllr David Walsh, Dorset Council Planning Portfolio Holder.

The following points were noted:

1. The GNP was ‘made’ in July 2018 and there is no requirement to conduct a review as the existing policies will still be taken into account. However, Gillingham needs to protect itself from speculative development and therefore the Town Council has agreed that the plan should be reviewed and updated to add weight to its policies.
2. The GNP should conform with Paragraph 14 of the National Planning Policy Framework (NPPF), which states:

In situations where the presumption (at [paragraph 11\(d\)](#)) applies to applications involving the provision of housing, the adverse impact of allowing development that conflicts with the neighbourhood plan is likely to significantly and demonstrably outweigh the benefits, provided all of the following apply [9](#) :

(a) the neighbourhood plan became part of the development plan 2 years or less before the date on which the decision is made;

(b) the neighbourhood plan contains policies and allocations to meet its identified housing requirement;

(c) the local planning authority has at least a 3 year supply of deliverable housing sites (against its 5 year housing supply requirement, including the appropriate buffer as set out in [paragraph 74](#)); and

(d) the local planning authority's housing delivery was at least 45% of that required ¹⁰ over the previous 3 years.

3. The government is proposing changes to the NPPF, including paragraph 14, and to planning legislation in the form of the Levelling Up and Regeneration Bill in Spring 2023.
4. The GNP has to include policies that meet its housing requirement in order to gain NPPF paragraph 14 protection.
5. The eighty (80) houses that have recently been granted permission at Common Mead Lane can be included as an additional housing allocation in the GNP.
6. The Housing Delivery Test is a measure of housing completions over the past 3 years compared against a requirement figure. There is a link on the government website to a spreadsheet which provides details of all planning areas in England, including North Dorset. This shows that North Dorset scored 69% in 2021. There is also a technical note which provides full details of how the results are calculated. It is estimated that if the rules stay the same then North Dorset will score 74%, which is an improvement but is still beneath the 75% required by footnote 8 in NPPF.

Housing Delivery Test: 2021 measurement - GOV.UK
[Housing Delivery Test: 2021 measurement - GOV.UK \(www.gov.uk\)](https://www.gov.uk/housing-delivery-test-2021-measurement)

7. Housing allocations should ideally be deliverable.
8. The proposed re-development of Station Road has been a long term aspiration, however, there is no evidence at the moment that it can realistically deliver 200 homes as currently planned. Consideration should be given as to whether the policy should be modified or removed from the Gillingham Neighbourhood Plan. Reference was made to The Carter Jones study which confirms that comprehensive redevelopment of the Station Road area is not viable.
9. Philip Reese circulated some initial calculations to estimate Gillingham's housing requirement and its supply in advance of the meeting. His initial findings suggest that there is a small gap between the requirement and the supply, which could possibly be bridged by making one or two relatively small allocations in addition to the existing commitments in the town.
10. Anticipated development rates should be established, particularly for the larger sites such as the southern extension, where development is likely to span over several years.
11. Technical support packages are available from Locality for help with the calculation of housing needs for the area.
12. The GNP subcommittee will need to establish housing numbers and what type of houses are needed in Gillingham.

13. A site option assessment needs to be conducted. The GNP subcommittee will need to put together a list of potential sites and each site will need to be appraised.
14. The inclusion of Design Codes will help to produce detailed information on designs. Design codes are a set of illustrated design requirements that provide specific, detailed parameters for the physical development of a site or area. The graphic and written components of the code should be proportionate and build upon a design vision, such as a masterplan or other design and development framework for a site or area. Design codes can be applied to all development types including residential, commercial, mixed use, open space, landscape or public realm requirements. They can be adopted as a supplementary planning document, or appended to a Neighbourhood Plan, Community Right to Build Order or Neighbourhood Development order.
Further information on design codes is available via the link below:
[Planning Practice Guidance at gov.uk](https://www.planningpracticeguidance.gov.uk/)
15. Gillingham Town Council is responsible for the production of the GNP. Dorset Council can support and answer questions, but they cannot do the work for Town Council. The subcommittee can meet with Philip Reese once a quarter to assess the work.
16. The Strategic Housing Land Availability Assessment (SHLAA) is updated once a year and details are available on Dorset Explorer via the link below:
<https://www.dorsetcouncil.gov.uk/planning-buildings-land/planning-policy/dorset-council-local-plan/evidence/land-availability>
17. The Plantworld site at Milton-on-Stour was proposed as a traveller site in the draft Dorset Council Local Plan. It was noted that the Dorset Council Local Plan published in 2021 was just a draft consultation, and so the site has not been allocated. The planning status of the site has not changed.
18. Dorset Council recommend that the Town Council ask local landowners and agents to submit potential development opportunities proposals under a 'call for sites' consultation. Although the Strategic Housing Land Availability Assessment (SHLAA) is provided on Dorset Explorer, there may be local landowners who are not aware of the Dorset Council call for sites, and it will therefore be a good idea if GTC conducted its own 'call for sites' exercise.
19. Land should be assessed against a criteria and ranked in order of preference. Assessments should be done objectively and an assessment criteria should be set out in advance and scored accordingly.
20. The neighbourhood plan should be in general conformity with the adopted local plan.
21. The Levelling Up and Regeneration Bill (LURB) is currently going through parliament and Dorset Council members are in discussion with government. Part of the Levelling Up and Regeneration Bill includes significant changes to the planning system; however, the implementation of a new planning system will be at least two years away.

22. Consideration should be given to the draft Dorset Council Local Plan whilst reviewing the GNP to avoid any potential conflicts. Where there is conflict between two plans, the newer plan takes preference.
23. Responses to the draft Dorset Council Local Plan Consultation cannot be used as evidence in the GNP but can be listed in the GNP as a reference document.
24. The Council's consultant can conduct a Housing Needs Assessment and Technical Studies on behalf of the Town Council.
25. It will be necessary to undertake a green space audit. A template is available via the Locality website.
26. As it has been decided that the nature of the plan is going to change, it is not necessary to use a track changes system and a new document can be written.
27. It will be necessary for the Town Council to undertake the following work:
- Conduct a 'call for sites' exercise.
 - Apply for funding.
 - Conduct a housing needs assessment.
 - Assess local need for green space through consultation.
 - Identify key local partners and stakeholders.
 - Conduct community and stakeholder engagement.
 - Formulate a programme of community engagement.
 - Publicise the proposal to review the Neighbourhood Plan.
 - Include information regarding the Southern Extension in the new GNP.
 - Document what GTC has done and record the outcome.

RECOMMENDATION:

- **That the report is noted.**

Gillingham Town Council

Gillingham Neighbourhood Plan Sub-committee

Report no. 2 of 2

Author: Town Clerk and Assistant Town Clerk

Gillingham Town Council, as the qualifying body for the Gillingham Neighbourhood Plan needs to consider any necessary changes to the Gillingham Neighbourhood Plan to ensure it reflects current circumstances, therefore, the subcommittee has been monitoring planning applications.

Since the Neighbourhood Plan was 'made' in 2018 the following planning applications have been submitted during the period July 2018 and February 2023:

a) Employment opportunities

- **Aldi Supermarket** - Erection of a Class A1 foodstore (1,785 sq m gross) with associated access, car parking and landscaping approved under appeal APP/N1215/W/18/3195092.
No of jobs created: 14 full time plus 26 part time positions.
- **Petrol Filling Station with ancillary retail facilities**, car wash, jet wash, car parking - Land at E 382080 N 125599, Fern Brook Lane, Gillingham.
Application No: 2/2019/1222/FUL
No of jobs created: 15 full time positions
- Up to 2,642 sq.m in a **new local centre providing retail, community, health, and leisure uses** – Gillingham Southern Extension.
Application No: 2/2018/0036/OUT.
No. of jobs created: This is an outline planning application and further information will follow regarding employment opportunities.
- **MOT Station** - Fairview Vehicle Services, Sherborne Causeway.
Application No: 2/2020/1051/FUL
No. of jobs created: No additional jobs will be created
- Change of use of agricultural building to a **cabinet maker's workshop** - Huntingford Farm, Huntingford Road, Huntingford.
Application No: 2/2018/1257/FUL
No. of jobs created: No additional jobs will be created
- Two storey building to provide new **shop and cafe** areas - Thorngrove Garden Centre, Common Mead Lane, Gillingham.
Application No: 2/2020/1110/FUL
No. of jobs: No additional jobs will be created

- **Kindergarten** - Change of use from office accommodation to kindergarten - Stone House, High Street, Gillingham.
Application No: 2/2018/1327/COU.
No of jobs: No additional jobs will be created
- **Office Building and Store** - The Old Barn, Bleet Lane to New Road, Madjeston.
Application No: 2/2018/1579/FUL.
No of jobs: No additional jobs will be created
- **Hire depot building** – Shaftesbury Road, Gillingham.
Application No: 2/2018/1010/FUL
No of jobs: No additional jobs will be created
- **Retail Unit (Home Bargains)** - erect retail unit form vehicular access, car parking, servicing and landscaping. Land at E 382140 N 12565, Kingsmead Business Park, Gillingham.
Application No: P/FUL/2021/00176
No. of jobs created: Not specified in the application
- **Two storey storage & workshop building with office** - 22 Brickfields Industrial Estate, Gillingham.
Application No: P/FUL/2021/01200
No. of jobs created: No additional jobs will be created
- **Solar Photovoltaic Farm** - Land at Park Farm, access to Park Farm, Gillingham.
Application No: P/FUL/2021/02046
No. of jobs created: No additional jobs will be created
- **TF Builders** - Land at 26 Brickfields Industrial Estate, Gillingham, erection of two units
Application No: P/FUL/2021/03284
No. of jobs created: No additional jobs will be created
- **TF Builders** - Erection of 6 industrial units, modify vehicular access and form parking, Unit 8 Brickfields Industrial Estate
Application No: P/OUT/2022/01060
No. of jobs created: No additional jobs will be created
- **Space Inflators and Gym**, 22 Brickfields Business Park,
Application No: P/FUL/2021/05178
No. of jobs created: No additional jobs will be created
- **Dextra** - Erection of steel framed production building for the manufacturing of lighting. Brickfields Business Park, Gillingham.
Application No: P/FUL/2022/06474
No of jobs created: 10 full time
- Change of use from a former bank to a **hot food takeaway** - Sydenham House, High Street, Gillingham.
Application No: P/FUL/2022/07102
No of jobs created: 10 full time plus 15 part time

- Change of use to **auction house** - Chester Jefferies Ltd, Buckingham Road, Gillingham
Application No: P/FUL/2022/06116
No of jobs created: 2 full time plus 1 part time.
- **Toolstation** Change of use - Air House, 19 Old Market Centre, Gillingham.
Application No: P/FUL/2021/02746
No of jobs created: 8 full time

b) Population

The population of Gillingham in 2018 was 12,052 and has fallen to the current figure of 11,968 (*Source: Mid-Year Estimates, Office for National Statistics*)

c) Housing

Since the Neighbourhood Plan was 'made' in 2018 the following planning applications have been approved:

- **90 dwellings** with associated infrastructure, including play areas and public open space – Land at Lodden Lakes (proposed southern extension). **Application No.** 2/2018/0483/REM (Reserved Matters)
- **961 dwellings**, to include all ancillary works and associated infrastructure. (Outline application to determine access only) – Land to the South of Gillingham between New Road and Shaftesbury Road.
Application No. 2/2018/0036/OUT (Outline Application)
- **139 dwellings** and associated infrastructure including informal and formal public open space pursuant, following the grant of outline planning permission 2/2018/0036/OUT. (Redrow)
Application No: P/RES/2022/04960 (Reserved Matters)
- **280 dwellings** and associated parking, landscaping and infrastructure following grant of outline planning permission 2/2018/0036/OUT). (Places for People)
Application No: P/RES/2022/07898 (Reserved Matters)
- **55 No. residential units** - Erect extra care residential building - St Martins, Queen Street, Gillingham.
Application No: 2/2018/1437/FUL
- **50 dwellings** – Land East of Barnaby Mead, Gillingham.
Application No: 2/2019/1649/REM (Reserved Matters)
- **115 No. dwellings** - Land to the South East of Lodden Lakes, New Road
Application No: P/OUT/2020/00495 (phase 2) (Outline Application)
- **80 No. dwellings** - Land North of Common Mead Lane
Application No: P/OUT/2021/04019 (Outline Application)

- **6 No. dwellings** at Windyridge Farm, Bay Road, Gillingham.
Application No: 2/2019/1409/FUL and P/VOC/2021/02437
- **4 No. dwellings** - Gillingham Tyre Service, Queen Street, Gillingham **Application No:** P/FUL/2020/00492
- **8 no. dwellings** - Churchbury House, Queen Street, Gillingham
Application No: P/FUL/2021/04280, Change of use and extension of office building.
- **3 no. apartments 1 no. commercial unit and a two storey detached block of 3 no. apartments** - Land at Lloyds Bank Plc, High Street, Gillingham
Application No: P/FUL/2022/06268
- Since the Neighbourhood Plan was 'made' in July 2018 an additional **52 dwellings** have been granted approval on windfall sites and through change of use applications.

The following applications have been submitted and await a decision:

- **8 No. dwellings** at Park Villa, Shaftesbury Road.
Application No: 2/2019/1211/FUL
- **1 no. dwelling** at 9 Newbury Court, Newbury, Gillingham – Change of use from commercial, business and Service.
Application No: P/PACD/2023/00453
- **3 No. dwellings** - Paddock Farm, Bowridge Hill, Gillingham – Change of use from agricultural building
Application No: P/PAAC/2023/00313
- **20 No. dwellings** - Land at E 381150 N 126745, Barnaby Mead to Bay Lane - Footpath, Gillingham
Application No: P/OUT/2021/02187
- **Residential Park Home Site** for the over 55's including access, landscaping and open space. Land North of Colesbrook.
Application No: P/FUL/2022/00625
- **42 no. residential units.** Redevelopment of the site to provide, comprising 4 no. houses (C3), 30 no. apartments (C3) and 8 no. assisted living apartments (C2), 83sqm of commercial space (Class E) allotments, landscaping and other associated works. Former Coop Store and Car Park, High Street, Gillingham
Application No: P/FUL/2022/02397
- **17 no dwellings and flexible commercial space** - J H Rose and Sons, Station Road, Gillingham
Application No: P/FUL/2022/02964

RECOMMENDATION:

- **That the report is noted**