

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** held on **TUESDAY 27 AUGUST 2019 at 6.30 pm** in the Committee Room, Town Hall, Wimborne Minster.

COMMITTEE MEMBERS PRESENT

Cllr M R Tidd (Chairman)
Cllr F Shirley (Vice-Chairman)
Cllr D Burt
Cllr D J March
Cllr W J Richmond
Cllr A E Roberts
Cllr M Roe
Cllr S K Bartlett – Ex-Officio – Chairman of the Council

COMMITTEE MEMBER NOT PRESENT

Cllr K F Webb – Ex-Officio – Vice-Chairman of the Council

MEMBER ALSO PRESENT

Cllr C L Butter

OFFICER PRESENT

Administration Officer

(Note: Cllr S K Bartlett asked it to be recorded that as a Dorset Councillor, appointed to the East Dorset Planning Board and Strategic Planning Board, he would not be voting on local planning issues at the Town Council).

89

WIMBORNE TRAFFIC INFRASTRUCTURE ACTION PLAN
(Min 32 – 11.06.19)

The Assistant Town Clerk submitted a report, a copy of which had been circulated to each Member and a copy of which appears as **Appendix A** to these Minutes in the Minute Book.

Item 14. Cllr Burt commented that the first two/three parking spaces to the left of the High Street/East Street junction should be removed to improve visibility when turning right from the High Street into King Street. Cllr March remarked that this had been raised previously in this Committee.

Cllr Richmond expressed his disappointment with the proposal in item 14 as he believed that this would encourage more traffic to go through the town centre via The Square.

The Chairman commented that these matters would be addressed in any Neighbourhood Plan that was agreed upon.

Item 16. Cllr Burt commented that Julians Bridge needed a similar pedestrian walkway to that at Canford Bridge.

Cllr Bartlett reported that this issue was the subject of ongoing discussions with Dorset Council's Portfolio Holder for Highways, Travel & the Environment and the appropriate Corporate Director and could be implemented if and when any money became available.

90 **TRAFFIC DATA COLLECTION TUBES (Min 16 – 29.05.18)**

The Town Clerk submitted a report, a copy of which had been circulated to each Member and a copy of which appears as **Appendix B** to these Minutes in the Minute Book.

In the report the Town Clerk asked the Committee if it wished to consider installing traffic data collection tubes again in the six locations previously used in order to update the traffic flows through the town.

Cllr Bartlett advised that it was too early to carry out further traffic data analysis at the moment as the new developments were still under construction.

RESOLVED that the consideration of this matter be deferred for the time being.

91 **REDCOTTS LANE – PEDESTRIAN SAFETY CONCERNS**
(Min 31 - 11.06.19)

The Chairman reported that a drawing had been prepared by Robert Rodway of the Wimborne Residents' Action Group showing suggested improvements to the junction of Redcotts Lane and West Street in order to improve pedestrian safety.

A copy of the drawing had been sent to the appropriate officer at Dorset Council and a copy appears as **Appendix C** to these Minutes.

92 **MAJOR CORE STRATEGY DEVELOPMENTS (Min 33B –**
11.06.19)

Cllr Bartlett reported that there was no update forthcoming from Dorset Council at the moment due to the changeover in responsibilities and officer holidays at Dorset Council. However, he would endeavour to ensure that an update on the developments was available for the next meeting.

In addition, he would be asking the Portfolio Holder for Planning for Dorset Council to make a presentation to the Town Council on Neighbourhood Plans.

93 **PLANNING DECISIONS**

The Town Clerk submitted for information a schedule of planning decisions made by the Local Planning Authority, a copy of which had been circulated to each Member and a copy of which appears as **Appendix D** to these Minutes in the Minute Book.

The Chairman agreed to review with Members the process for commenting on planning applications.

94 **PLANNING APPLICATIONS**

The Town Clerk submitted for information a schedule of comments on planning applications made by Members, a copy of which had been circulated to each Member and a copy of which appears as **Appendix E** to these Minutes in the Minute Book.

The meeting closed at 6.57 pm.

Signed Dated
Town Mayor and Chairman of the Council

No's	Action	Assigned Person	Date Assigned	Completion Date	Progress Update	Complete
2	Review Dorchester's Environmental Plan. Shane to talk to Andy Canning.	Cllr Shane Bartlett	13th November 2018		Update 3 April 2019: Cllr Bartlett will report back to the Town Council when this action is complete.	No
8	Ask Matthew Piles for No.s relating to traffic on Canford Bottom.	Holly Burton	9th October 2018	27-Aug-19	<p><u>Update 7 August 2019</u> This was discussed at the meeting with the Highways Team on 19 June 2019. The following information was provided to the Assistant Town Clerk by email on 11 July 2019:</p> <ol style="list-style-type: none"> 1. Highways England website for A31 traffic data: http://tris.highwaysengland.co.uk/detail/trafficflowdata 2. HE post-scheme appraisal of Canford Bottom roundabout: https://www.gov.uk/government/publications/pope-of-inms-a31-canford-bottom-roundabout-evaluation-report This is a technical document but it does provide traffic data for the CB roundabout in chapter 3, journey time data in chapter 4 and safety impacts in chapter 5 and makes an interesting read. This study compares traffic data from pre-scheme 2009 and post-scheme 2015. 	Yes
9	Ask Matthew Piles re output of recent traffic monitoring.	Holly Burton	9th October 2018	27-Aug-19	<p><u>Update 7 August 2019</u> The Transport Policy Manager emailed the Assistant Town Clerk on 11 July 2019 to advise the following: Dorset Council collects traffic flow data 24/7 through the Automatic Traffic Counters (ATC) which are located on most main routes such as Leigh Road, Middlehill Road, Julian's Road, and Poole Road. If you would like to know more about the information we have, please contact Phil Channer p.d.channer@dorsetcc.gov.uk as he will be able to filter through your specific data requirements e.g. average daily traffic flows, hourly flows, peak time flows, directions of flow, types of vehicle (car, LGV, HGV) etc.</p>	Yes

PLANNING AND ENVIRONMENT COMMITTEE - 27 AUGUST 2019 ITEM 2 - WIMBORNE TRAFFIC INFRASTRUCTURE ACTION PLAN

No's	Action	Assigned Person	Date Assigned	Completion Date	Progress Update	Complete
10	<p>DCC to observe and investigate the traffic issues along East Borough and outside Allenbourn Middle School and report back to the Town Council with their findings. To request that the 'No Entry' sign at the entrance of East Borough be moved or changed as cars currently ignore it.</p>	Wayne Sayers	28th November 2018	On-going	<p><u>Update 7 August 2019</u> The Transport Policy Manager emailed the Assistant Town Clerk on 11 July 2019 to confirm that she was issuing a prefeasibility brief to Highways Improvements Team for raised pedestrian crossing on East Borough near the school entrance. The Transport Policy Manager also confirmed that there is a condition within the Grant of Outline Planning Permission (S278) at the Minster Gate development which states: 9. No development shall commence in each phase until details of the related highway works, as identified in the phasing scheme required by condition 3, have been submitted to and agreed in writing by the Local Planning Authority. Unless otherwise agreed in writing, no phase shall be first occupied until the related highway works have been completed. The highway works are; viii. Improvements to the pedestrian footway on the east side of the Cranborne Road, Wimborne Road and West Borough corridor and on East Borough in general accordance with submitted plan numbers 10113-38, 10113-39 rev.C and 10113-41. Reason: These specified works are seen as a pre-requisite for allowing the related phases of the development as identified in the phasing plan to proceed. In the interest of road safety and of providing suitable alternatives to the private car.</p>	No
11	<p>Wayne Sayers (DCC) to investigate the traffic issues on Oakley Lane which cause traffic to back up into Wimborne during peak times and report back on findings.</p>	New Chairman of Planning and Environment Committee	28th November 2018	On-going	<p><u>Update 7 August 2019</u> This was raised again at a meeting with the Highways Team held on 19 June 2019. The following was confirmed by email to the Assistant Town Clerk on 11 July 2019 – the Transport Policy Manager had previously contacted BoP (now BCP) to raise the issue that during peak time in pm, traffic queues back into Wimborne but no queues on the approach from Poole. An Officer at BCP has checked and confirmed that the phasing is working as it should but they will continue to monitor the situation as they do receive complaints. The Transport Planning Team Leader at Dorset Council is yet to observe the current situation.</p>	No

PLANNING AND ENVIRONMENT COMMITTEE - 27 AUGUST 2019 ITEM 2 - WIMBORNE TRAFFIC INFRASTRUCTURE ACTION PLAN

No's	Action	Assigned Person	Date Assigned	Completion Date	Progress Update	Complete
12	WMTC to send a picture of the pavements along East Street to DCC to be considered for widening.		28th November 2018	On-hold	This item is on-hold. See Minutes from 9 April 2019 Planning and Environment Committee: Small scale changes to the infrastructure of the Town be deferred until the major core strategy developments had been completed.	No
13	Development of a Town Plan or Neighbourhood Plan for Wimborne.	Holly Burton	28th November 2018	On-going	<u>Update 7 August 2019</u> As part of the research into the feasibility of this project, the Town Council has now met with both Bruton Town Council and Blandford Forum Town Council to share learning on their experiences of developing a Neighbourhood or Town Plan. A meeting is being arranged with O'Neill Homer Planning Consultants for the beginning of September 2019. Neighbouring Parishes will also be invited to attend this event. The Neighbourhood Plan was also discussed at the meeting with the Highways Team on 19 June 2019 and they provided the following link on their website for the Town Council's information: https://www.dorsetcouncil.gov.uk/planning-buildings-land/planning-policy/dorset-council-planning-policy/neighbourhood-plans-in-dorset/neighbourhood-plans-in-dorset.aspx	No
14	Request to DCC to change the give way signage at the end of the High Street (where traffic joins East Street/ King Street) and give priority to the High Street traffic.	Holly Burton	8th January 2019	On-hold	This item is on-hold. See Minutes from 9 April 2019 Planning and Environment Committee: Small scale changes to the infrastructure of the Town be deferred until the major core strategy developments had been completed.	No
15	Project Proposal from WRAG for old Wimborne First School and Pippins Site in Town Centre	Holly Burton	26th February 2019	On-going	<u>Update 7 August 2019</u> The new Chairman of Planning and Environment Committee raised this project with the Highways Team on 19 June and sent details of the proposals. No formal feedback has been received on this to date.	No
16	Julian's Bridge - Pedestrian Link	Holly Burton	19-Jun-19	On-going	<u>Update 7 August 2019</u> The need for an alternative pedestrian link across Julian's Bridge was discussed at the Highways Team meeting on 19 June 2019. The Transport Policy Manager has since advised that she has received a draft of the prefeasibility report and will discuss with her Team Leader. No further feedback has been received at this stage.	No

PLANNING AND ENVIRONMENT COMMITTEE - 27 AUGUST 2019 ITEM 2 - WIMBORNE TRAFFIC INFRASTRUCTURE ACTION PLAN

No's	Action	Assigned Person	Date Assigned	Completion Date	Progress Update	Complete
17	Cycle Routes - Wimborne Cemetery to QE School and Sustrans Feasibility Study	Holly Burton	19-Jun-19	01-Nov-19	<p>Update 7 August 2019</p> <p>This was discussed at the meeting with the Highways Team on 19 June 2019. Wimborne Cemetery had given permission for there to be a signed cycle route up to QE school (confirmed by email (dated 18th July, 2018) from the Clerk and Registrar for Wimborne Cemetery.</p> <p>Dorset Council also advised that Sustrans had been appointed to carry out a feasibility study in Wimborne to improve cycleways. A stakeholder engagement event was held at the Town Council on 17 July 2019 and responses collated at that event were circulated by the Assistant Town Clerk by email to all Members on 3 August 2019. The Town Council has been advised that Sustrans will hand over an outline plan to Dorset Council by November 2019 but that they will be sharing plans publicly before then for further feedback and before finalising the designs.</p>	No



**Wimborne Minster Town Council
PLANNING & ENVIRONMENT COMMITTEE**

Appendix B

Date: 27 AUGUST 2019

Reference: TRAFFIC DATA COLLECTION TUBES (Min 16 – 29.05.19)

Author: Town Clerk

1.0 Introduction

On 5 September 2017, Members considered a request from residents of West Borough (N) for the Town Council to support the introduction of an experimental traffic regulation order to relieve traffic volumes and associated noise and pollution in that road. The suggestion was that the Order would prevent traffic from entering West Borough from the north (Cranborne Road) or the west (Stone Lane).

Before coming to a decision on this request, the Committee decided to obtain accurate traffic data by asking Dorset Highways to place traffic counting tubes in the following roads:

West Borough (N), West Borough (S)/Priors Walk junction, Stone Lane, Cranborne Road, Victoria Road and West Street.

2.0 Results

The analysis of data gave a snapshot of the traffic in and around the town in October 2017 during term time. The intention by the Committee at that time was that this would provide comparative data for subsequent traffic data collection as the new developments are completed.

3.0 Dorset Council Position

Before Local Government Reorganisation in Dorset, it was the County Council's position that no changes would be made to alter traffic infrastructure or traffic regulation until the new developments around the town had been completed. It is understood that Dorset Council has adopted this same position.

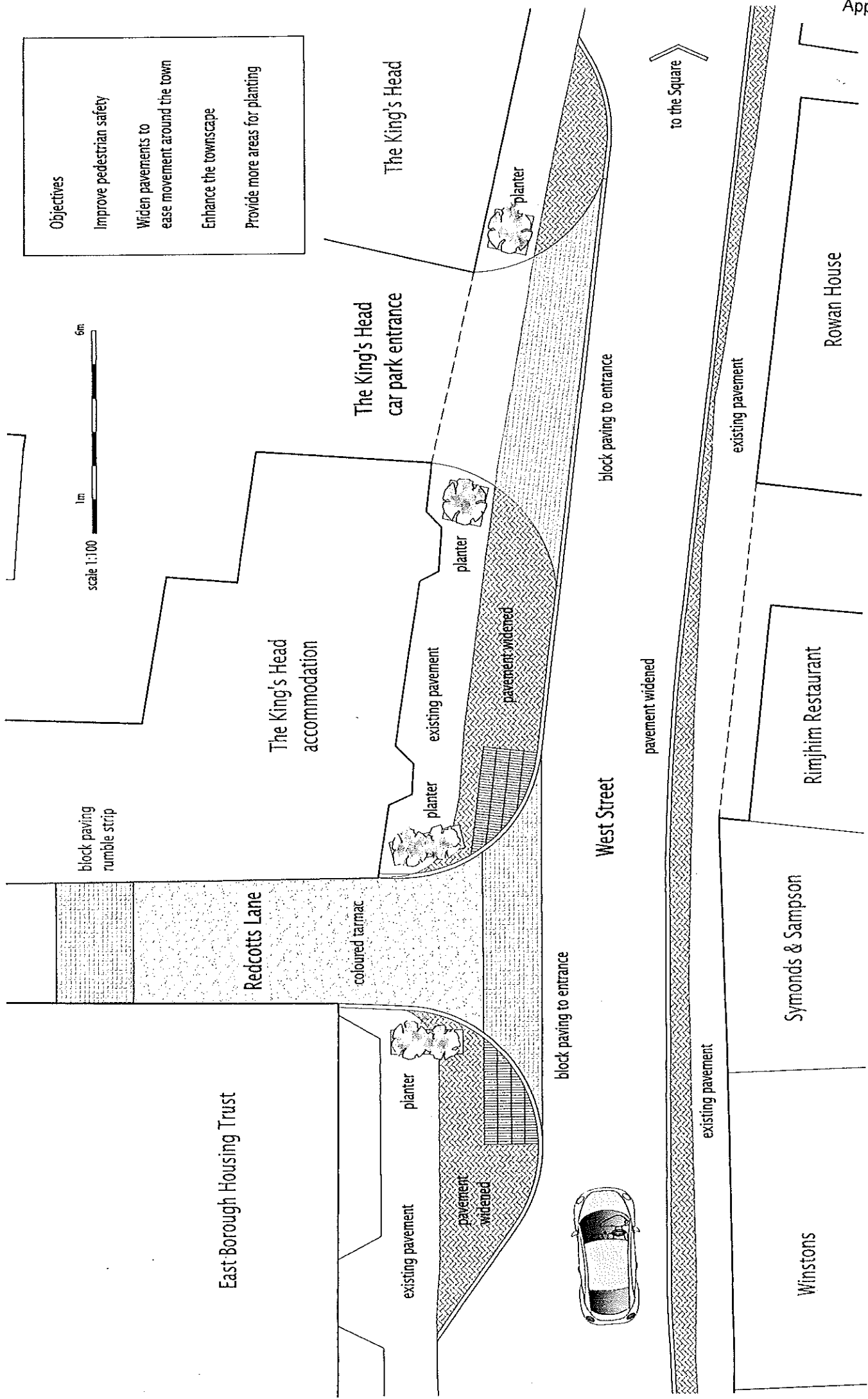
In May 2018, this Committee decided to seek a more strategic approach to traffic problems within the Town and with the possibility of conducting a wider review.

4.0 Further Data Collection

As Members are aware discussions are being held with Dorset Traffic Planners with a view to improving traffic problems in Wimborne Minster and the Committee is asked to consider

whether further traffic data should be collected as was originally intended for comparison purposes.

If the Town Council was to pay for the installation of traffic tubes in the same 6 locations in the same month (October) the cost would be £1125. There is no budget specifically allocated for this purpose.



Objectives

- Improve pedestrian safety
- Widen pavements to ease movement around the town
- Enhance the townscape
- Provide more areas for planting

West Street Pavement Widening & Access Improvements to Redcotts Lane

A proposal by Wimborne Residents Action Group (WRAG)

PLANNING & ENVIRONMENT COMMITTEE – 27th August 2019

DECISIONS LOG

Application Number	Address	Details	Town Council Comments	Dorset Council Decision
3/19/0296/FUL	Land off Brook Rd, rear of 33 Barnes Cresc	Proposed terrace of 3 x 2-bedroom houses with parking	The Town Council objects to this application on the grounds of overdevelopment - 3 houses is too many for the site. Parking is a concern and not clear where the access is.	Granted
3/18/3302/FUL	6-8 Rowlands Hill	Erect detached house with carport	Objection	Granted
3/17/1316/FUL	4 Rowlands Hill	Demolition of existing dwelling and formation of 6 x new residential units	Objection	Withdrawn
3/19/0006/FUL	4 Rowlands Hill	Erection of 8 x 3 bed flats and 1 x 3 bed house after demolition of existing dwelling - as amended by plans received 4 April 2019	The Town Council stands by its previous Objection to this application	Granted
3/19/0608/FUL	20-23 East Street	Demolish existing extensions; insert new openings to allow the subdivision of the ground floor to form three A1 units and insert new openings and a change of use to first and second floors to form 8 apartments	No Objection	Refused
3/19/0786/FUL	16 East Street	Sub-divide property to provide dwelling and shop	No Objection	Granted
3/19/0787/LB	16 East Street	Sub-divide property to provide dwelling and shop	No Objection	Granted

3/19/0975/ADV	9 The Square	Erect two hanging signs and two wall mounted signs	No Objection	Granted
3/19/0976/LB	9 The Square	Erect two hanging signs and two wall mounted signs (as amended)	No Objection	Granted
3/19/0747/FUL	Land R/O 62 Barnes Crescent BH21 2AZ	Sever plot, erect a detached 3-bedroom dwelling with associated access and parking	No Objection	Granted
3/19/0956/HOU	3 Redcotts Lane	Reintegrate flats 3A & B. Associated works including relocate new staircase in hall. Demolish two conservatory and with Georgian style install a bow window	No Objection	Granted
3/19/0957/LB	3 Redcotts Lane	As detail above	No Objection	Granted
3/19/0987/HOU	2 Retreat Road	Single Storey side/rear extension	No Objection	Granted
3/19/0939/HOU	4 West Street	demolish conservatory. Construct single storey extension with 2 no. roof lights, new windows and doors	No Objection	Granted
3/19/0817/HOU	11 Churchill Road	Erect single and two storey extensions	No Objection	Granted
3/19/1147/FUL	14 Shakespeare Road	Erection of a detached dwelling with integral garage, parking and access, including alterations to existing bungalow	No Objection	Granted
3/19/0806/FUL	29 West Borough	Change of use from house of multiple occupancy to holiday let	No Objection	Granted

3/19/1037/ADV	Tivoli Theatre	Programmable LED segmental screens enclosed within previously approved totem feature on replacement canopy	No Objection	Granted
3/19/1315/HOU	2 Pye Lane	Convert integral garage into study, replace garage door with window	No Objection	Granted

PLANNING & ENVIRONMENT COMMITTEE – 27th August 2019

APPLICATIONS RECEIVED

Application Number	Address	Details	Observation
3/19/0144/LB	Deans Court	Provide 3 replacement windows to side of stable block, reinstate two windows and an external faux door on stable block end.	No Objection
3/19/0906/FUL	Land to the rear of 198/200 Leigh Rd and 12 Parmiter Drive	Erect bungalow	No Objection
3/19/0987/HOU	2 Retreat Rd	Single storey side/rear extension	No Objection
3/19/0964/HOU	4 Redcotts Rd	First floor rear extension with new windows above existing ground floor family room	No Objection
3/19/0976/LB & 3/19/0975/ADV	9 The Square	Erect two hanging signs and two wall signs	No Objection
3/19/0957/LB & 3/19/0956/HOU	3 Redcotts Lane	Reintegrate flats 3A & B. Associated works including: Relocate new staircase in a new hall. Demolish two storey corridor and conservatory and replace UPVC windows with Georgian style wooden Sash windows. Install a bow window and back door to form hallway.	No Objection
3/19/0954/HOU	19 & 19a Wimborne Road	Create new entrance from Burts Hill and form 2 parking spaces with a new double garage as shown on site plan. at 19 & 19a Wimborne Road Wimborne Minster	No Objection
3/19/0911/HOU	7 Meverley Gardens	Alterations and additions to dwelling, form raised decking area, provide covered veranda to rear, part render external walls, provide new flue for log burner	No Objection

3/19/0768/ADV	Quarter Jack Park, off Leigh Rd	Erect advertisement signage in relation to Marketing Suite and show homes	No Objection
3/19/1017/FUL	St Johns CE VC First School	Replacement of existing boundary fencing to enhance security	No Objection
3/19/0817/HOU	11 Churchill Rd	Erect single & two storey extensions	No Objection
3/19/0939/HOU	4 West Street	Demolish conservatory. Construct single storey extension and 2 roof lights, new windows and doors	No Objection
3/19/0806/FUL	29 West Borough	Change of use from house of multiple occupancy to holiday let	No Objection
3/19/0834/HOU	25 Venator Place	Single storey rear extension and first floor extension over garage and porch	No Objection
3/19/0767/ADV	Quarter Jack park land off Leigh Road	Erect advertisement signage in relation to Marketing Suite and show homes	No Objection
3/19/1133/FUL 3/19/1114/ADV	17 The Square	Replacement of existing fascia to smooth finish with external graded timber. Fascia & window frames all to be updated to new brand colour, white (F&B Pointing). New store fascia to receive new logo halo illuminated.	No Objection
3/19/1147/FUL	14 Shakespeare Rd	Erection of a detached dwelling with integral garage, parking and access, including alterations to existing bungalow.	No Objection
3/19/1037/ADV	Tivoli Theatre	Programmable LED segmental screens enclosed within previously approved totem feature on replacement canopy	No Objection
3/19/0851/FUL	Tivoli Theatre	Proposed fly tower extension	No Objection
3/19/0852/LB	Tivoli Theatre	Proposed fly tower extension	No Objection
3/19/1192/FUL	Fleur-de-Lis	Retrospective application for the installation of a ground source heat pump.	No Objection

3/19/1261/HOU	12 Cuthburga Road	New front porch, two storey and part two, part single storey rear extension to include first floor balcony along with alterations to the roof to include 5 no. rooflights and re-location of chimney. Extend hard standing to front of property and widen access to highway	No Objection
3/19/1332/LB	17 The Square	Replacement of existing fascia to smooth finish with external graded timber. Fascia and window frames all to be updated to new brand colour, white (Farrow & Ball Pointing). New store fascia to receive new logo halo illuminated	No Objection
3/19/1264/FUL	Walford Bridge Petrol Station	Construction of two detached store buildings	No Objection
3/19/1315/HOU	2 Pye Lane	Convert integral garage into study, replace garage door with window	No Objection
3/19/1193/HOU	4 Victoria Place	Single storey rear extension. New fenestration and doors.	No Objection
3/19/1267/HOU	22 Station Road	Convert loft into habitable living accommodation with rear dormer and skylights to front elevation.	No Objection
3/19/0736/LB	17 West Borough	Fit double glazed/draught proof glazing to the rear of the property in order to reduce noise impact	No Objection
3/19/1401/HOU	1 Three Lions Close	Creation of additional parking space to the front of the property.	No Objection
3/19/1020/HOU	3 Walford Close	2 storey infill and single storey extension to the rear, new front porch and minor works to the existing garage to convert to studio	No Objection

3/19/1406/HOU	19 & 19A Wimborne Road	Create new entrance from Burts Hill and form 2 parking spaces with a new detached double garage	Objection Dangerous addition to the traffic flow on Burts Hill. And Highways should have required a turning circle within the property for this to be safe. See 3/18/1573/FUL & 3/19/0086/FUL "refused"
3/19/1243/FUL	The Haven, Burts Hill	Demolish existing 2 storey dwelling garages & outbuildings. Erect replacement dwelling & garages	Objection Why is T10 Ash being removed? It does not seem to interfere with any building proposals. Plan shows "fungus", has this assessment been made by the applicant's tree surgeon or county officer? Averse to loss of trees for convenience
3/19/1113/FUL	17 The Square	Replacement of existing fascia to smooth finish with external graded timber. Fascia & window frames all to be updated to new brand colour, white (Farrow & Ball Pointing). New store fascia. No illumination (as amended 31.07.19)	No Objection
3/19/1441/LB	15 West Borough	Re-design of previously approved proposals, ref: 3/16/0057/FUL and 3/16/0058/LBC to erect office building and erect single storey extension as the drawings indicate.	No Objection