

WIMBORNE MINSTER TOWN COUNCIL

MINUTES of a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** held on **TUESDAY 8 OCTOBER 2019** at **6.30 pm** in the Committee Room, Town Hall, Wimborne Minster.

COMMITTEE MEMBERS PRESENT

Cllr M R Tidd (Chairman)
Cllr D J March
Cllr W J Richmond
Cllr M Roe
Cllr S R Wheeler
Cllr S K Bartlett – Ex-Officio – Chairman of the Council
Cllr K F Webb – Ex-Officio – Vice-Chairman of the Council

COMMITTEE MEMBERS NOT PRESENT

Cllr F Shirley (Vice-Chairman)
Cllr D Burt
Cllr A E Roberts

OFFICER PRESENT

Assistant Town Clerk

118 **REPLACEMENT OF TOWN CENTRE TARMACADAM (Min 185 – 26.02.19)**

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.

The report set out a suggestion from Dorset Council for an alternative surface covering to tarmacadam where that material had been used to replace broken paving slabs in the town centre.

The Committee extensively discussed this item and agreed that whilst Dorset Council might match-fund the replacement surfacing with the Town Council on this occasion, it was not a long-term solution for the town. The Committee queried what would happen to any future damages to paving slabs and how would they be replaced and with what materials. Members were also concerned that the proposed replacement surfacing was not in keeping with the look and feel of the historic town and stone slab replacement would be preferred. The Committee requested further information on the areas of the town needing replacement slabs (e.g. square metrage) and the costs.

RESOLVED that Dorset Council be requested to ask a Conservation Officer to review the policy for replacing damaged paving slabs in market towns in the County.

119 **NEIGHBOURHOOD PLAN**

The Chairman provided an update on this item which included a brief overview of work and meetings completed to date. The Chairman also reported that a meeting with a Dorset Planning Consultant had been scheduled for Thursday 24 October 2019 at 7pm and that following this meeting, he would prepare a report on his findings for the Planning and Environment Committee in December 2019.

The update was noted by all.

120 **WIMBORNE TRAFFIC INFRASTRUCTURE ACTION PLAN**
(Min 89 – 27.08.19)

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 B** to these Minutes in the Minute Book.

The Assistant Town Clerk advised Members that since printing the agenda, Dorset Council had advised that the Highways Improvements Team were working on a pre-feasibility report for installing a pedestrian crossing on East Borough and the report would hopefully be completed by Christmas.

The Committee noted the updates.

The Assistant Town Clerk also reported that the Town Council had received a notification from Bournemouth, Christchurch and Poole (BCP) Council that it was commencing work on preparing a new Local Plan and was requesting feedback on the identified priorities for that area. Given the planned development at the Land North of Merley, the Town Council agreed that it should make representations and comments on this document. Cllr Bartlett suggested that the Town Council writes to BCP Council and request a meeting to discuss the impact on Wimborne Minster of this development.

RESOLVED that BCP Council be requested to meet with representatives of the Town Council to discuss the impact on Wimborne Minster of the ‘Land North of Merley’ development.

121 **MAJOR CORE STRATEGY DEVELOPMENTS (Min 92 –**
27.08.19)

The Assistant Town Clerk reported that there were no updates forthcoming from Dorset Council on the new developments. However, should any information be available following this Committee, Members would be advised by email.

Cllr Bartlett reported that he had asked Dorset Council officers to visit and brief the Town Council on the issues and delays to the opening of the new Wimborne First School. Cllr Bartlett was organising a meeting

and a site visit to the School and members would be advised of dates in due course.

122 **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 C** to these Minutes in the Minute Book.

123 **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 D** to these Minutes in the Minute Book.

The Chairman reported that planning application no. 3/19/1609/FUL for Flat 1, The Old Malthouse, 10 West Row had been submitted recently for a single storey rear extension with juliet balcony and supports below at ground level.

The meeting closed at 7.00 pm.

Signed Dated
Town Mayor and Chairman of the Council

Date: 8 OCTOBER 2019

Reference: Item 2 – REPLACEMENT OF TOWN CENTRE TARMACADAM

Author: Assistant Town Clerk

The Town Council has expressed a wish to consider alternative surface coverings where paving slabs have been removed and replaced with tarmacadam.

Discussions have been held with Dorset Council and the Highways Officers have investigated the options available. As a result, the following response has been received from the Community Highways Team Leader:

I met with Rhino Asphalt Solutions Ltd about their propriety systems for fixing roads.

One of their products is Prismo Imprint, they can use their product to make an area such as one that is driven over by vehicles look similar to block paviers or paving slabs. I have attached the product spec for you.

The cost is: £85 per sq metre with a minimum amount of work cost of around £2000-2500. Dorset Council may help fund it with 50% of the costs if the Town Council was interested in paying the other 50%.

The product specification is circulated separately.

The Community Highways Team Leader is awaiting the Town Council's response before measuring suitable areas in the town centre where this solution could be applied.

If Members wish to proceed, there is £2,500 in the Working Together Budget under the control of this Committee.

If both parties contributed £2,500 each it would fund approximately 60 sq. m. of paving.

The Committee is asked for its decision.

ITEM 4 - WIMBORNE TRAFFIC INFRASTRUCTURE ACTION PLAN

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
10	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.	Wayne Sayers	28th November 2018	On-going	<p>No further update since 7 August 2019:</p> <p>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:</p> <p>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;</p> <p>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.</p> <p>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

ITEM 4 - WIMBORNE TRAFFIC INFRASTRUCTURE ACTION PLAN

No's	Action	Assigned Person	Date Assigned	Completion Date	Progress Update	Complete
11	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.	New Chairman of Planning and Environment Committee	28th November 2018	On-going	No further update since 7 August 2019: 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.	No
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 2 October 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 has also taken place with Oneill Homer Planning Consultants and the Assistant Town Clerk is arranging a meeting with another Dorset Planning Consultant for the end of October 2019.	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>No further update since 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>No further update since 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

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>No further update since 7 August 2019: 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. 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

PLANNING & ENVIRONMENT COMMITTEE – 8 OCTOBER 2019

DECISIONS LOG

Application Number	Address	Details	Town Council Comments	Dorset Council Decision
3/19/1193/HOU	4 Victoria Place	Single storey rear extension, new fenestration and doors	No Objection	Granted
3/19/1017/FUL	St Johns CE VC First School	Replacement of existing boundary fencing to enhance security	No Objection	Granted
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	Granted
3/19/1114/ADV	17 The Square	New plain fascia - cream background. No illumination (as amended 31.07.19).	No Objection	Granted
3/19/1133/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	Granted

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 brand new colour, white (Farow & Ball Pointing). New store fascia to receive new logo. No illumination (as amended 31.07.19)	No Objection	Granted
3/19/1192/FUL	Fleur-de-Lis	Retrospective application for the installation of ground source heat pump	No Objection	Granted
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	Granted
3/19/0005/FUL	Existing car park located to the south/west of Tapper Court	Construction of 2 semi-detached 1.5 storey dwellings with parking and associated works	No Objection	Granted
3/19/1401/HOU	1 Three Lions Close, BH21 1EP	Creation of additional parking space to the front of the property	No Objection	Granted
3/19/1440/FUL	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	Granted

3/19/0851/FUL	Tivoli Theatre	Proposed fly tower extension and re-roofing of the theatre building	No Objection	Granted
3/19/0852/LB	Tivoli Theatre	Proposed fly tower extension and re-roofing of the theatre building	No Objection	Granted
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 relocation of chimney. Extend hard standing to front of property and widen access to highway'.	No Objection	Granted
3/19/1620/TCA	Land Opposite 7 Blind Lane	Alder (T1): Fell	No Objection	Granted
3/19/1431/FUL	72 Barnes Crescent	Demolish existing outbuilding and erect a pair of 2 bedroom semi detached houses with associated parking.	No Objection	Granted
3/19/1441/LB	15 West Borough	Re-Design of previously approval proposals 3/16/0057 FUL, to erect office building and single storey extension	No Objection	Granted
3/19/1517/LB	Deans Court	Create a bathroom with separate shower and WC in an existing first floor room	No Objection	Granted

PLANNING & ENVIRONMENT COMMITTEE – 8 OCTOBER 2019
APPLICATIONS RECEIVED

Appendix D

Application Number	Address	Details	Response due date	Observation
3/19/1440/FUL	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.	30.08.19	No Objection
3/19/1431/FUL	72 Barnes Crescent	Demolish existing outbuilding and erect a pair of 2 bedroom semi detached houses with associated parking.	30.08.19	No Objection
3/19/1517/LB	Deans Court	Create a bathroom with separate shower and WC in an existing first floor room	03.09.19	No Objection
3/19/1388/FUL	16 West Borough	Change of Use of former office to form a veterinary centre with associated works	10.09.19	No Objection
3/19/1603/LB	39 West Borough	Remove internal door, frame and section of wall	11.09.19	No Objection
3/19/1389/LB	16 West Borough	Change of use from offices to veterinary group with internal alterations, removal of porches. New main entrance door with pitched canopy, new porch to further external door. Dwarf brick wall with bike rack and installation of floor mounted external air conditioning units (referred to as 14 West Borough in the submitted application form).	12.09.19	No Objection
3/19/1464/FUL	Beech Court	Erect a detached bungalow (amendment to Approved P/A 3/18/0737/FUL)	13.9.19	No Objection
3/19/1507/LB	Tivoli Theatre	Replacement front doors	17.09.19	No Objection
3/19/0983/HOU	49 Barnes Crescent	Retrospective shed in rear garden to contain workshop for woodturning, a store room and a hobby and craft room (Amended description).	18.09.19	No Objection

3/19/1578/HOU	1 Harleston Villas	Single storey side and rear extension (creating attached garage) with skylight to rear. Convert loft space to provide additional habitable accommodation	19.09.19	No Objection
3/19/1710/HOU	32 Churchill Rd	Single storey rear extension and internal alterations	03.10.19	No Objection