



19 March 2021

Dear Councillor

You are invited to join a virtual meeting of the **PLANNING & ENVIRONMENT COMMITTEE to be held on FRIDAY 26 MARCH 2021 at 10.00 am.**

Yours sincerely

A handwritten signature in cursive script, appearing to read 'Laurence Hartley'.

Town Clerk

Members of the public are invited to submit questions to the Committee in writing by **9.30 am on the day before this meeting** (i.e. Thursday, 25 March 2021) using the following email address: [office@wimborne.gov.uk](mailto:office@wimborne.gov.uk) or by delivering a hard copy of the question to the Town Hall, West Borough.

### AGENDA

- 1 Apologies for absence.
- 2 **STREET NAMING – CRANBORNE ROAD WEST (Min 348 – 29.01.21)**  
To consider the report of the Assistant Town Clerk (copy herewith).
- 3 **DORSET COUNCIL CAR PARKING CHARGES REVIEW (Min 349 – 29.01.21)**  
To receive any update in relation to this project from the Councillors involved.
- 4 **ROWLANDS HILL**
  - a) **SPEED INDICATOR DEVICE (SID) REQUEST (Min 350 – 29.01.21)**
  - b) **FURTHER COMPLAINT REGARDING SPEEDING**To consider the report of the Assistant Town Clerk (copy herewith).
- 5 **MAJOR CORE STRATEGY DEVELOPMENTS (Min 351 – 29.01.21)**  
To receive an oral update on the progress of developments in and around Wimborne Minster.
- 6 **PLANNING DECISIONS**  
To receive a schedule of recent planning decisions by Dorset Council (copy herewith).

## **7 PLANNING APPLICATIONS**

To receive a schedule of comments on planning applications made by Members (copy herewith).

### **MEMBERS OF COMMITTEE**

**Cllr M R Tidd (Chairman)**

**Cllr F Shirley (Vice-Chairman)**

**Cllr D Burt**

**Cllr C L Butter**

**Cllr D J March**

**Cllr W J Richmond**

**Cllr A E Roberts**

**Cllr S R Wheeler**

**Ex-Officio – Chairman and Vice-Chairman of the Council**

### **LOCALISM ACT 2011 and CODE of CONDUCT**

Members are reminded to comply with those elements of the Localism Act and the Town Council's Code of Conduct in respect of disclosable pecuniary interests.

### **GENERAL CONSIDERATIONS**

Members are reminded that the Council has a duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, marital status, pregnancy and maternity, race, religion or belief, sex and sexual orientation), Crime & Disorder, Health & Safety, Human Rights and Data Protection (General Data Protection Regulation).

### **PUBLIC ATTENDANCE AT VIRTUAL MEETINGS**

**Members of the public and press will be allowed to listen *and watch* the meeting in audio mode only using Zoom. To avoid disruption the public and press will not be displayed on video or be able to be heard by the meeting.**

**Please choose one of the following options to observe and / or listen to the meeting from 10am:**

#### **To access online via Zoom website:**

1. Access the Zoom Video and Teleconferencing website by the following link: <https://zoom.us/>
2. Click to 'Join a Meeting'
3. When prompted, insert Meeting ID and Password as below:  
**Meeting ID: 971 9032 9496**  
**Password: 200085**

*\*Please note, you may be asked to register and sign into your Zoom user account. This will require a personal email address and password\**

#### **To access audio only by telephone:**

1. Dial United Kingdom: +44 330 088 5830; or +44 131 460 1196; or +44 203 481 5237; or +44 203 481 5240; or +44 208 080 6591; or +44 208 080 6592.
2. When prompted, insert Meeting ID and Password as below:  
**Meeting ID: 971 9032 9496**  
**Password: 200085**

Any questions which members of the public wish to put to the Council or Committees must be in writing and received by 9.30 am on the preceding working day before the meeting using the following email address: [office@wimborne.gov.uk](mailto:office@wimborne.gov.uk). Alternatively, a written question can be delivered to the Town Hall by 9.30 am on the preceding working day before the meeting. Every effort will be made to answer the question at the meeting but there may be a need to obtain information from other sources and in those circumstances a written response will be provided at a subsequent time.

## Wimborne Minster Town Council

### PLANNING AND ENVIRONMENT COMMITTEE

**Subject:** Item 2 – Street Naming – Cranborne Road West  
**Date:** 26 March 2021  
**Author:** Assistant Town Clerk

Approval of the Reserved Matters for the Bloor Homes Cranborne Road West development (Reserved Matters deal with the design and layout of dwellings and ancillary matters) was given by Dorset Council in January 2021.

The Town Council initially considered a report on a possible street naming scheme for this site at a Planning and Environment Committee held on 29 January 2021 but resolved that the item be deferred to a future meeting to allow the Members more time to consider a suitable road naming scheme for the new development.

Dorset Council has now asked that the street naming scheme be dealt with at this meeting.

*Although the properties have not been built, there are certain constraints when organising road layout and the allocation of numbers especially developments of this size. We have to ensure sufficient time for the process as we have to inform various internal customers as well as our external customers. This includes liaising with the Royal Mail ensuring the addresses are registered which they then provide us with the postcodes. Various companies including utility companies and internal bodies (e.g. Council Tax, Dorset Waste and Land Registry) will need to update their databases before completion of the properties. This is only when Street Naming and Numbering have provided them with an annotated site plan (numbers and road layout), housing schedule and Street Naming/Numbering record (postcodes included). The addresses will need to be allocated before completion of the properties because the developer needs to register them with the various utility companies to ensure the delivery of services.*

The Site Plan, with road layout as agreed with Dorset Council, is attached as Appendix 1 to this report.

Members will recall that a previous suggestion included the English equivalent of road and street names in Valognes. For example, Voie de la Liberte in English translated to Freedom Street.

Another suggestion was the names of Roman gods: Vulcan, Apollo, Mars, Minerva, Vesta, Juno, Mercury, Jupiter, Neptune, Diana and Ceres. Wimborne Minster is the site of a Roman Fort and has Roman connections including old Roman roads.

A total of nine street names are required but Members are asked to provide 2 substitutes.

## Wimborne Minster Town Council

### PLANNING AND ENVIRONMENT COMMITTEE

**Subject:** Item 4 – Rowlands Hill  
**a) SPEED INDICATOR DEVICE (SID) REQUEST (Min 350 – 29.01.21)**  
To consider the report of the Assistant Town Clerk (copy herewith).  
**b) FURTHER COMPLAINT REGARDING SPEEDING**  
To consider an email dated 10 March 2021 from a local resident (redacted copy herewith)

**Date:** 26 March 2021  
**Author:** Assistant Town Clerk

#### 1. Progress Update

Members discussed the issue of speeding along St John's Hill and Rowlands Hill at the Planning and Environment Committee held on 29 January 2021.

The discussion at that meeting was recorded in the Minutes as follows:

*Members discussed this item in depth, noting how the narrow roads and pavements in this locality as well as overgrown hedging exacerbated the problem for pedestrians trying to use the footpaths safely.*

*Furthermore, it was highlighted that the increase in traffic was part of a bigger issue for the Town following the building of new housing in the area and that the Town Council should start collating data on traffic flows to understand the impact it was having.*

*Given the proximity of these roads to Colehill, Members felt it would be worthwhile to defer a decision on this item until discussions had taken place with Colehill Parish Council with a view to sharing a SID with that authority.*

***RESOLVED that a decision on this matter be deferred to allow discussions with Colehill Parish Council to take place on the possibility of sharing a SID between the two parishes.***

Following that meeting, the Town Clerk and Assistant Town Clerk approached and spoke with the Clerk of Colehill Parish Council to learn about that authority's experiences of owning and using a SID in Colehill and to explore the possibility of sharing a device with Wimborne Minster Town Council.

Whilst Colehill Parish Council was supportive of the use of SIDs, the Clerk, from her experience, did not believe the area in question (Rowlands Hill/ St John's Hill) would meet the necessary criteria for a SID. This was due to the topography of the area e.g., narrow road, high hedges and trees and therefore no obvious place to locate a SID pole. Colehill Parish Council currently own 2 SIDs and was unlikely to pursue

sharing the cost of a further SID with Wimborne Minster Town Council particularly in this location.

## **2. Further Complaint regarding Speeding**

On 10 March 2021, the Town Council received a further written complaint about speeding in this area from a local resident:

*F.A.O. Planning and Environment Committee*

*Having followed the video meeting of the 29th January I would like to comment further on traffic using Rowlands Hill, both the bottom half up to the St John's Hill roundabout and further up towards Colehill cricket ground.*

*It is apparent that a significant amount of vehicle operators are travelling well over the speed limit on both sections of Rowlands Hill and thus represent dangers to pedestrians, cyclists, other vehicles and themselves. The footpaths are not particularly wide and the road narrows considerably just after the St' John's Hill roundabout. Any combination of oncoming vehicles other small and medium sized cars are typically required to slow and I have seen vehicles mount the pavement rather than slow down and give way.*

*Likewise, at the bend at the bottom of Rowlands Hill just past Pack Horse Road, pedestrians have to face vehicles approaching them at speed before the vehicle negotiates the bend.*

*Therefore, I would like to support the comments made in the email you received from another resident dated 10 November 2020 which prompted the meeting item.*

*However, I also believe there are wider traffic issues that can only worsen given the building of so much new housing in the town. As such I would like to make a request that an overall speed limit reduction is made across the town and its environs. The reasons for this are many and varied but comprehensively expressed in the following links :*

- a. <https://publications.parliament.uk/pa/cm200102/cmselect/cmtlqr/557/557ap43.htm>
- b. <https://www.sustrans.org.uk/our-blog/policy-positions/all/all/our-position-on-20-mph-speed-limits-in-built-up-areas>

*I would also like to request that at the next planning meeting a 'show of hands' be made to indicate how much support the committee members would give to pursuing such an initiative.*

*Thank you for your attention.*

## **3. Dorset Council's position**

Members will recall that after consultation with Dorset Council, Officers confirmed that no traffic data was held in this location and that Dorset Council will only consider

SID requests from members of the public under certain circumstances and only if they meet the Highway Authority's criteria.

#### **4. Dorset Council SID Programme**

Dorset Council has advised that the SID programme is a community operated initiative and must be supported by Town and Parish Councils. Further information on this initiative is provided at Appendix 1.

As Dorset Council does not currently hold any traffic data for Rowlands Hill an initial survey would have to be carried out at the Town Council's expense. SIDs can only be deployed at locations approved and assessed by Dorset Council that meet the required speed criteria (see below) and risk assessment criteria.

The placement of a new traffic tube or radar survey will cost £250+VAT. Should members wish to proceed with this survey, the traffic tubes could be funded from the 'Working Together' budget which currently stands at £2,500.

Should the results of the survey indicate that a SID could be deployed at Rowlands Hill, the Town Council would need to fund the equipment cost which would be in the region of £2,000 – £3,000 depending on the preferred model.

The Committee's decision is requested as to whether to ask Dorset Council to carry out a survey and if the results meet the criteria a further report will be made to the Committee to consider whether it wishes to proceed to the next stage.

Further to this, consideration to the timing of when the traffic survey will need to be given to ensure results are not affected by the change to vehicle movements during the COVID19 pandemic.

#### **5. Conclusion**

It is the Officers opinion that the only way that this issue can be progressed is to obtain the necessary traffic data as mentioned above.

The Committee's instructions are requested.

## APPENDIX 1 Highways

### SPEED INDICATOR DEVICE (SID) Information sheet for local communities

***As the Highway Authority the community SID programme is operated in accordance with Health and Safety and Traffic Regulation requirements, therefore it is imperative communities refrain from any advanced decisions or expenditure until first meeting with representatives of Dorset Council, who will guide you through the process (contact details below). Under no circumstances should communities purchase a SID until authorised to do so.***

- SID is a temporary vehicle activated illuminated sign.
- In order to ensure the SID programme remains consistent, local communities can only **purchase (make /model) SIDs approved by Dorset Council.**
- The cost of a SID is £2,495 plus VAT. Solar modification available through Dorset Council (additional cost of £175 per post)
- A budget SID is available at £2,000.00 excluding VAT but has a smaller screen and limited functionality. Solar modification available (additional cost)
- An initial speed survey will be required to establish whether a SID can be authorised and this can cost up to £250 unless existing speed data is already available.
- Cost for installing a SID post is between £300 & £500 depending on location and health and safety requirements.
- SIDs should not be deployed permanently. but as directed by Dorset Council as the Highway Authority.
- Deployment periods are currently for 4-6 weeks per site, with an upper limit of 3 sites per SID.
- SIDs should only display vehicle speeds and authorised messages
- The parameters for the SID speed display should be limited to the speed limit and above. Ideal setting on a 30mph road: Display to activate at 30 MPH up to 45MPH, subject to site conditions.
- SIDs can only be deployed at locations approved and assessed by Dorset Council that meet the required **speed criteria** (see below) and risk assessment criteria.
- **Local communities deploying their own SID should do so in accordance with Dorset Council operational guidance and pursuant S72 Road Traffic Regulation Act 1984. Adequate Public Liability Insurance is also required by the community group to cover this activity.**
- Local communities deploying their own SIDs must keep Dorset Council informed on deployment periods. This should include location, time deployed and dates.
- Volunteers will only be authorised to deploy SIDs on the Highway after the required training is completed and signed off, which will include Health and Safety guidance and Risk Assessment details.

#### **Speed Criteria**

Any site considered for a community owned SID has to meet the following criteria. The 85<sup>th</sup>ile speed (This being the speed threshold at which 85 percent of vehicles are travelling at or below) needs to be a minimum of 10%+2mph greater than the speed limit, as set out in the Association Chief Police Officers (ACPO) guidelines. This is done to take account of inaccuracies in equipment and vehicle speedometers. For example a 30mph limit would need to be 35mph or greater;  $30 \times 10\% + 2 = 35\text{mph}$ .

This information and guidance is provided to ensure Speed Indicator Devices are deployed appropriately on the Highway and in line with thorough evaluation. It also conforms to the Department of Transport guidance below.

***DfT Traffic Advisory leaflet for vehicle activated signs &  
TRAFFIC SIGNS MANUAL - CHAPTER 1***

*1.20 Authorities should consider requiring the removal of any object or device erected privately on land adjacent to their roads which has the apparent or express intention of guiding, warning or directing road users.*

*1.23 Signs are used to control and guide traffic and to promote road safety. They should only be used where they can usefully serve these functions. Warning signs will not, for instance, promote road safety if used widely where there is no unusual degree of danger. On the other hand their omission where guidance, control or danger warrants the use of a sign is not in the best interests of road users.*

**PLANNING & ENVIRONMENT COMMITTEE – 26<sup>th</sup> March 2021**

**Item 6 - DECISIONS REPORT**

<b>Application Number</b>	<b>Address</b>	<b>Details</b>	<b>Town Council Comments</b>	<b>Dorset Council Decision</b>
3/20/1162/NMA	Harleston House, St Johns Hill	Non material amendment to Approval P/A 3/19/2310/FUL Internal and external alterations to existing supported living home to demolish the existing chimney and repairs to roof surface to match existing	No Objection	Granted
3/20/1628/HOU	Fieldview, Burts Hill	Single storey front extension	No Objection	Granted
3/20/0739/FUL	6 The Square	Alterations and additions to existing building to form new shop front and facade, remodelled roof and 8 self-contained flats, bin and cycle stores. As amended by plans rec'd 5/1/21 to revise shopfront design.	No Objection	Granted
3/20/1596/FUL	Unit 7, Riverside Park, Station Road,	Add two further use classes to the existing use class B2 (General industrial). The proposed use classes to be added are - B8 (Storage or distribution) and E(c) (Provision of (i) Financial services, (ii) Professional services and (iii) Other appropriate services).	No Objection	Granted

3/20/1674/FUL	64 Barnes Crescent	Sever plot and erect a detached 3-bedroom dwelling, with associated access and parking	No Objection	Granted
3/20/1600/HOU	87 East Borough	Single storey extension	No Objection	Withdrawn
3/20/0872/HOU	56 Grove Road	Demolish existing conservatory and erect a two storey / single storey rear extension	No Objection	Granted
3/20/1860/HOU	Wingfield, 20A St Johns Hill	Remodel of existing house and garage to include new roof / dormers and internal accommodation.	No Objection	Granted
3/20/0723/CON DR	49 Barnes Cres	To vary Condition 2 of Approved P/A 3/18/2231/FUL Sever plot, demolish existing outbuilding and erect a pair of semi-detached 2-bedroom dwellings, with associated parking and access to relocate the front door of the southern unit to face Brook Road (east elevation) and insert a ground floor window, obscure glazed (south elevation)	No Objection	Granted
3/20/0724/FUL	51 Barnes Cres	Sever plot, demolish existing outbuildings and erect a pair of semi-detached dwellings (Revised Application)	No Objection	Granted
3/20/1735/CLP	16 Elizabeth Road	Single Storey Extension		Withdrawn
3/20/1777/FUL	St Johns Church, 71 Leigh Road	New external lighting	No Objection	Granted

**PLANNING & ENVIRONMENT COMMITTEE – 26<sup>th</sup> March 2021**

**Item 7 - APPLICATIONS RECEIVED**

<b>Application Number</b>	<b>Address</b>	<b>Details</b>	<b>(click on the Web Link to Planning Portal)</b>	<b>Response due date</b>	<b>Observation</b>
3/20/1860/HOU	Wingfield, 20A St Johns Hill	Remodel of existing house and garage with new roof / dormers and internal accommodation.	<a href="#">Web Link</a>	28.01.21	No Objection
3/20/2052/HOU	2 Lacy Close	Demolish existing conservatory form a new single storey extension to the side and rear to form new family room and utility	<a href="#">Web Link</a>	04.02.21	No Objection
3/20/1777/FUL	St Johns Church, 71 Leigh Road	New external lighting	<a href="#">Web Link</a>	11.02.21	No Objection
3/20/1809/FUL	R/O 6 Livingstone Road,	Proposed 1 bedroom bungalow with parking and garden. Utilising existing access from Brook Road.	<a href="#">Web Link</a>	11.02.21	No Objection
3/20/2113/FUL	41C East Street	Change of use of first floor (B1) office to form two (C3) residential units	<a href="#">Web Link</a>	17.02.21	No Objection
3/20/2119/FUL	Vacant Land Brook Road Wimborne	Proposed detached dwelling with attached garage and parking	<a href="#">Web Link</a>	17.02.21	No Objection
3/20/2240/HOU	21 Minster View	Single storey rear extension, demolish existing conservatory, form side dormer	<a href="#">Web Link</a>	23.02.21	No Objection
3/20/2114/LB	41C East Street	Change of use of first floor to form two residential units	<a href="#">Web Link</a>	25.02.21	No Objection
3/20/2117/HOU	The Haven, Burts Hill	Proposed basement to dwelling	<a href="#">Web Link</a>	26.02.21	No Objection

3/20/2151/HOU	123 Pottle Walk	Erect front & rear single storey extensions with a new first floor balcony to the front elevation. Revised scheme to 3/20/1007/HOU	<a href="#">Web Link</a>	26.02.21	No Objection
3/20/2057/FUL	ALLENDALE COMMUNITY CENTRE	Replacement roof to existing building	<a href="#">Web Link</a>	26.02.21	No Objection
3/20/2158/FUL	5 Gordon Road	Erect a two Bed Flat above existing retail storage outbuildings	<a href="#">Web Link</a>	28.02.21	No Objection
3/20/2142/HOU	The Haven, Burts Hill	Erect outbuilding, demolish existing	<a href="#">Web Link</a>	01.03.21	No Objection
3/20/2213/HOU	165 Leigh Road	Single storey rear extension, demolish existing	<a href="#">Web Link</a>	03.03.21	No Objection
3/20/2302/CONDR	19 Wimborne Road	Minor material amendment to vary Condition 2 of approved P/A 3/20/0741/FUL (Demolition of the existing annex and erection of a detached dwelling with associated access and parking (revised scheme) at 19 & 19A Wimborne Road, Wimborne Minster, Wimborne, Dorset, BH21 1NP) to modify the roof space, living room extension, basement floor and increase the main house by 1 metre	<a href="#">Web Link</a>	03.03.21	No Objection
3/20/1788/HOU	9 BROADWAY GARDENS	EXTENSIONS TO FRONT AND REAR OF PROPERTY	<a href="#">Web Link</a>	08.03.21	No Objection
3/21/0098/HOU	9 Westfield Close	Single storey rear extension and extend existing front porch	<a href="#">Web Link</a>	16.03.21	No Objection