

Minutes of the Meeting of the **PLANNING AND CONSULTATION COMMITTEE** held at the Town Hall, Swanage on **MONDAY, 1st AUGUST 2022** at **6.30 p.m.**

Chair: -

Councillor A Harris

Swanage Town Council

Present: -

Councillor M Bonfield

Swanage Town Council (Until 7.35 p.m.)

Councillor T Foster

Swanage Town Council

Councillor C Moreton

Swanage Town Council

Councillor N Rogers

Swanage Town Council (Until 7.45 p.m.)

Councillor M Whitwam

Swanage Town Council

Also in attendance: -

Miss N Clark

Administration and Communications Manager

There were no members of the public present at the meeting.

Public Participation Time

There were no matters raised.

1) Apologies

An apology for her inability to attend the Meeting was received from Councillor Finch.

2) Declarations of Interest

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with paragraphs 9 – 13 of the Council's Code of Conduct and regulations made under chapter 7 of the Localism Act 2011.

Agenda Item 6 a) – Councillor Rogers declared a non-pecuniary interest under the Code of Conduct by reason of being the owner of an Airbnb property.

There were no further declarations to record on this occasion.

3) Neighbourhood Planning

a) To appoint Councillor Members to the Swanage Neighbourhood Plan (SNP) Steering Group

Further to Minute No. 47 of the Council Meeting held on 11th July 2022 it was reported that approval had been given by the Town Council to the establishment of a Swanage Neighbourhood Plan Steering Group, and that O'Neill Homer, Planning Consultants had been appointed to take the Neighbourhood Planning process forward. Consideration was therefore given to the appointment of Councillor Members to the Steering Group. It was proposed by Councillor Bonfield, seconded by Councillor Whitwam and **RESOLVED UNANIMOUSLY:-**

That Councillors Bonfield, Foster, Harris, Moreton, Rogers and Whitwam be appointed as Members to the Swanage Neighbourhood Plan Steering Group.

Further to discussions held at the Council Meeting on 11th July, an invitation to join the SNP Steering Group would also be sent to the Swanage Local Plan (SLP) Steering Committee.

b) To consider draft Terms of Reference (ToR) for the Swanage Neighbourhood Plan (SNP) Steering Group

Further to Minute No. 47 of the Council Meeting held on 11th July 2022 consideration

was given to the creation of a draft ToR for the SNP Steering Group. An informative briefing note had been prepared by O'Neill Homer, Planning Consultants, titled Neighbourhood Planning, Introduction to Governance, Process and Roles, and a copy of Locality's Neighbourhood Planning, 'How to write a terms of reference' Toolkit had also been provided for information purposes.

During the ensuing discussion Members were in agreement that the Steering Group should be established as a Sub-committee to the Planning and Consultation Committee as the Committee would be overseeing the development of the SNP.

It was therefore agreed that a meeting should be held on 8th August 2022 to consider the draft ToR for the SNP Steering Group in greater detail, and an invitation to the meeting would be sent to the SLP Steering Committee. Representatives of O'Neill Homer would also be invited to attend, if available.

A request was made for a link to the Swanage Local Plan, and the notes of the Neighbourhood Planning Workshop held on 18th October 2021, to be sent to attendees for information purposes prior to the meeting.

It was noted that on 26th July 2022 Dorset Council had announced that adoption of the draft Dorset Local Plan was now not expected until 2026, to allow the Council more time to develop the Plan following feedback received from the public consultation on the Plan.

Planning

4) Plans for consideration

Delegated Applications

- * P/FUL/2022/04139 **Caythorpe Guesthouse, 7 Rempstone Road, Swanage, BH19 1DN**
Change of use from guest house with owners' accommodation and one self-contained flat (Classes C1 and C3), to residential dwellinghouse and two self-contained flats (Class C3).
OBSERVATION: Committee Members are disappointed regarding the potential loss of important holiday accommodation in the town centre. However, no objections are raised to the proposed plans, and Members are pleased to note that it is proposed that the two self-contained flats will be available as long lets for the local community.
- P/HOU/2022/03742 **8A Cauldron Meadows, Swanage, BH19 1RN**
Convert and extend roof to create first floor self-contained annex for occupation by family member, together with rear single storey ground floor extension, with roof terrace over.
OBSERVATION: No objection, subject to mitigation of the neighbour concerns received by Dorset Council regarding potential adverse impact on neighbour amenity, overlooking, and loss of privacy.
- P/HOU/2022/03935 **Belvedere, Seymer Road, Swanage, BH19 2AL**
LISTED
Construct part retaining walls and steps.
OBSERVATION: No objection, subject to adherence to the Design and Conservation Officer's Report. The Committee feels that the proposal will significantly improve the appearance of the property, and its value within the Swanage Conservation Area, and will be pleased to see the restoration of this important historical building.

- P/HOU/2022/04145 **233 High Street, Swanage, BH19 2NG**
Erection of a bin store in the front garden to house the wheelie bin and recycling bins, replace fence.
OBSERVATION: No objection.
- P/LBC/2022/04346 **Listed Building Consent**
LISTED **233 High Street, Swanage, BH19 2NG**
Erection of a bin store in the front garden to house the wheelie bin and recycling bins, replace fence.
OBSERVATION: No objection.
- P/HOU/2022/04262 **18 Streche Road, Swanage, BH19 1NF**
Rear extension.
OBSERVATION: No objection.
- * P/HOU/2022/04713 **17 Battlemead, Swanage, BH19 1PH**
Single storey side extension, enlargement of dormer windows and internal alterations.
OBSERVATION: No objection.

For information only

- P/CLE/2022/04116 **Certificate of Lawfulness (Existing)**
Herston Yards Farm, Washpond Lane, Swanage, BH19 3DJ
Unrestricted mixed use comprising permanent residential accommodation, and holiday accommodation comprising lodges, static caravans, touring caravans, motor homes and tents.

An application for a Certificate of Lawfulness is not a planning application. In determining an application for a Certificate of Lawfulness the Local Planning Authority can only consider evidence that the claimed use or development has existed, or not existed, continuously for a period of time, set by legislation. Further details can be found on the online planning register: [Planning application: P/CLE/2022/04116 - dorsetforyou.com \(dorsetcouncil.gov.uk\)](http://Planning application: P/CLE/2022/04116 - dorsetforyou.com (dorsetcouncil.gov.uk))

- P/NMA/2022/04369 **Non material amendment**
2 South Road, Swanage, BH19 2QR
Non material amendment to approved planning application 6/2021/0003 (Demolish existing conservatory and erect a single storey pitched roof extension.) to change from a pitched to a flat roof.

Please note:

* The Town Council is Corporate Trustee of the De Moulham Trust, which holds the benefit of covenants in the properties that are the subject of applications marked *.

Councillor Bonfield left the Meeting at 7.35 p.m.

5) Applications for tree works - opportunity to raise any matters of concern

There were no matters raised.

Further to her declaration under Minute No. 2, Councillor Rogers left the Meeting at 7.45 p.m.

Consultation

6) To note receipt of the following consultation document, and to determine the Council's preferred method of response, if any:

a) **National Association of Local Councils (NALC) – Call for evidence – Short-term Holiday Lets**

It was reported that the Department for Culture, Media and Sport had recently launched a consultation into short term holiday lets. NALC was therefore seeking the views of local councils as it was noted that many coastal and rural local councils had an interest in feeding in their own experiences over the summer period of the problems caused by short-term holiday lets.

To ensure that the government developed a fuller understanding of the current market, and that future policy responses were proportionate and evidence-based, the call for evidence on developing a tourist accommodation registration scheme sought insight and information in the following areas:

- Changes and growth in the short-term letting market.
- Benefits of short-term lets.
- Challenges, including compliance with the existing regulatory framework and housing and community impacts.
- The impact of potential policy responses.

During the ensuing discussion comments were made that locally there was no accommodation available for long term renting by the local community, who were being pushed out to other towns. Swanage had a high number of second homes, the latest figure using the electoral roll data had been circa 20%. Many villages in the surrounding area were also fast becoming hollowed-out communities, with many local services, businesses, and community groups having disappeared in recent years. Attention was drawn to the impact that this was having on the health and wellbeing of full time residents.

Members were in agreement that a licensing scheme should be considered, which should include Health & Safety checks, e.g. building regulations, equipment, electric and gas safety checks, and that they would expect the local Licensing and Council Tax Authority, Dorset Council, to be involved in this process.

Committee Members completed the survey during the discussion, and the answers would be submitted to NALC accordingly.

It was noted that the government would be publishing a summary of responses to the consultation later in 2022.

7) Items of Information and Matters for Forthcoming Agendas

There were no matters raised.

8) Date of next meeting

The date of the next meeting had been scheduled for Monday 5th September 2022.

The meeting closed at 8.05 p.m.
