

Draft Minutes of the Meeting of the **SWANAGE NEIGHBOURHOOD
PLAN SUB-COMMITTEE** held at the Town Hall, Swanage on
WEDNESDAY, 7th MAY 2025 at 2.15 p.m.

Present: Councillor Bonfield – Chair

Councillor Foster
Councillor Moreton

Mrs J Sutcliffe

Also in attendance: Councillor W Trite
Dr M Ayres – Town Clerk
Miss N Clark – Planning and Community Engagement Manager
Mrs K Delahay
Mrs E Evans – Democratic Services Officer
Mr N Homer - ONeill Homer Planning Consultants (via online link from
2.35 p.m.)
Ms E Snow – Dorset Coast Forum

One member of the public attended the meeting remotely.

Public Participation Time

There were no matters raised.

1) Apologies

Apologies for their inability to attend the meeting were received from Councillors Monkhouse, Tomes, and Vile, and Mr L Luke, Mrs J Owens, and Mr G Richardson.

2) Declarations of Interest

Sub-committee Members were invited to declare their interests and consider any requests for Grants of Dispensations (Councillor Members in accordance with Section 9 and Appendix B of the Council's Code of Conduct).

There were no declarations to record on this occasion.

3) To approve as a correct record Minutes of the Meeting of the Swanage Neighbourhood Plan (SNP) Steering Group held on 7th April 2025

It was proposed that these were a true record by Councillor Foster, seconded by Councillor Moreton and agreed.

4) Matters arising from Minutes of the Meeting of the Swanage Neighbourhood Plan Steering Group (SNP) held on 7th April 2025

Updates were provided as follows:

It was reported that updates/advice had been sought from Swanage Medical Practice, Dorset Council's Education Department, and Wessex Water, on the potential increase in demand for public services regarding any future housing development, and whether this could be met. Awaiting responses.

Further to the Steering Group's unsuccessful application for technical assistance from Locality regarding Design Coding, advice had been sought from ONeill Homer (ONH)

Planning Consultants, regarding possible alternative options which could be explored, and these would be presented to a future meeting of the group.

The potential development sites assessments were currently being undertaken by the AECOM (Locality) planning consultants, the results of which would help inform the development policies. An update had been sought regarding the timescale for these.

Officers continued to liaise with ONH regarding the upcoming public engagement content, for their advice and assistance with this.

5) Dorset Coast Forum – update on informal community engagement material

Further to Minute No. 5) of the SNP Steering Group Meeting held on 7th April 2025, the Dorset Coast Forum (DCF) representative provided an update on the proposed informal community engagement.

It was reported that DCF had been developing the website and survey, incorporating the helpful input from members at the last meeting. The homepage of the website was presented at the meeting for review by the group. A discussion followed, with points raised about the amount of information to include on the homepage, and the number of policies to feature at this stage.

It was suggested that, rather than providing a lengthy description to explain the Neighbourhood Plan (NP), the website should instead focus on outlining what neighbourhood planning is, the proposed locations for developments, and what these might look like. It was also proposed that the homepage be broken up with images, with links to other pages containing more in-depth information.

Mr N Homer joined the meeting remotely at 2.35 p.m.

Members considered the potential planning policies and the need to review gaps left by the Purbeck Local Plan, as well as to anticipate the content of the new Dorset Local Plan (DLP). It was expected that DC would be consulting on the revised draft of the DLP in autumn 2025.

A discussion followed regarding the definition of greenspaces, with a focus on the desire to retain a number of cherished smaller parcels of green space, in addition to considering the larger greenspaces. It was noted that further information regarding the tests applied to defining greenspaces could be obtained from the National Policy Planning Framework document.

Mr Neil Homer confirmed that ONH had the capability to assist with the preparation of the greenspaces/open spaces and recreation maps, and was currently assisting with the creation of the townscape character areas and potential development sites maps. It was further discussed that a key message to convey was that the NP sought to protect the character of the town by raising design standards to achieve this.

Members then reviewed the draft survey questions to ensure that the responses would yield meaningful feedback, and several revisions were suggested. Mr Homer confirmed his willingness to review the survey prior to its publication.

6) ONeill Homer (ONH) Planning Consultants

a) Update

Reference was made to the Purbeck Infrastructure Delivery Plan, which set out the requirements to support 2,880 new homes in the Purbeck area between 2018 and 2034 and outlined how Community Infrastructure Levy (CIL) funds were being collected and spent. Comments were made that the full impact on infrastructure would not be known until the houses were built. As noted in Minute No. 4) above,

the Planning and Community Engagement Manager had contacted service providers, and it was anticipated that AECOM would complete their work and analyse the survey results during the summer.

It was also reported that the group was still awaiting information from Dorset Council regarding the housing number allocation for Swanage.

b) Review of Project Plan

It was noted that the Project Plan/timeline provided by the consultants, dated 26th March 2025, would remain on schedule if the engagement was to proceed in May and June, with the results provided to ONH by 4th July 2025. It was also noted that the Steering Group meeting scheduled for 7th July 2025 would be a key meeting to review the engagement results and inform the preparation of the draft NP document, which was anticipated to be published in September 2025.

7) Items of information and matters for forthcoming agendas

a) ONeill Homer – Potential options for Design Coding assistance

8) Date of next meeting

The next meeting would be held on Monday 2nd June 2025 at 2.15 p.m.

The Meeting was closed at 3.45 p.m.
