

Minutes of the Meeting of the **PLANNING AND CONSULTATION COMMITTEE** held at the Town Hall, Swanage on **MONDAY, 1st JUNE 2026** at 7.00 p.m.

Chairman: -
Councillor T Foster
Swanage Town Council

Present: -
Councillor M Bonfield
Councillor P Burridge
Councillor J Lejeune
Councillor C Tomes
Councillor S Vile
Swanage Town Council
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Also in attendance: -
Miss N Clark
Planning and Community Engagement Manager

There was one member of the public present at the meeting.

Public Participation Time

There were no matters raised.

1) **Apologies**

Apologies for his inability to attend the Meeting were received from Councillor Sutton.

2) **Declarations of Interest**

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

There were no declarations on this occasion.

Planning

3) **Plans for consideration**

Delegated Applications

P/FUL/2026/01252 **Ulwell Farm Caravan Park, Ulwell Road, Swanage, BH19 3DG**
Erect raised decking to the side of a static caravan.

OBSERVATION: No objection. However, attention is drawn to previous concerns raised by the Town Council in relation to potential fire risks, and associated hazards, that a sizeable number of UPVC and wooden structures in close proximity to one another could have in a caravan park. A recommendation is made that consideration should be given to non-combustible construction materials.

P/FUL/2026/02575 **Swanage Conservation Area**
The White Swan, 31 High Street, Swanage, BH19 2LT
Replacement windows to first floor. Extendable escape ladder installed to flat roof. Minor external and internal alterations.

OBSERVATION: No objection to the proposed works, subject to adherence to the Design and Conservation Officer's report and any associated recommendations. However, councillors wish to draw attention to the Fire Risk Assessment dated 1st October 2024 and raise

significant concerns regarding the fire safety of the building. In particular, concern is expressed about the issues identified within the assessment and the recommended actions set out in the accompanying Action Plan. Whilst these matters may fall outside the direct scope of the current application, councillors would like to receive confirmation that the identified fire safety deficiencies will be, or have been, addressed as a matter of priority.

P/LBC/2026/02576
LISTED

Listed Building Consent

The White Swan, 31 High Street, Swanage, BH19 2LT

Replacement windows to first floor. Extendable escape ladder installed to flat roof. Minor external and internal alterations.

OBSERVATION: No objection to the proposed works, subject to adherence to the Design and Conservation Officer's report and any associated recommendations. However, councillors wish to draw attention to the Fire Risk Assessment dated 1st October 2024 and raise significant concerns regarding the fire safety of the building. In particular, concern is expressed about the issues identified within the assessment and the recommended actions set out in the accompanying Action Plan. Whilst these matters may fall outside the direct scope of the current application, councillors would like to receive confirmation that the identified fire safety deficiencies will be, or have been, addressed as a matter of priority.

P/HOU/2026/01416

Reconsultation – amended plans

Saltwinds, Belle Vue Road, Swanage, BH19 2HP

Proposed extensions and alterations to provide ground and first floor accommodation, and to refurbish outbuildings.

OBSERVATION: Recommend refusal. The minor amendments made to the roof design do not overcome the Town Council's original concerns, as set out in its comments dated 20th April 2026, which remain unchanged:

The Town Council recommends refusal of the proposal as submitted. It supports the officer's pre-application advice report dated 2nd February 2026 and the comments therein, in particular regarding the proposed addition of a tall, steeply pitched roof to provide a loft room and covered balcony, which is considered to appear out of character, intrusive, and contrived within its setting in Belle Vue Road.

* P/HOU/2026/02400

12 Anglebury Avenue, Swanage, BH19 1QP

Proposed loft conversion, including Juliet balconies and new rooflights.

OBSERVATION: No objection.

P/HOU/2026/02454

17 Townsend Road, Swanage, BH19 2PU

Replace existing timber garage/shed with log cabin.

OBSERVATION: No objection.

P/HOU/2026/02528

Swanage Conservation Area

The Old Stone Factory, 6 Sentry Road, Swanage, BH19 2AG

Install side extension to existing dormer.

OBSERVATION: No objection.

P/HOU/2026/02652 **23 Hillsea Road, Swanage, BH19 2QL**
Proposed loft conversion with dormer; erect single storey side extension with balcony over; replacement render; internal and external alterations; erect boundary wall.
OBSERVATION: Further to the planning officer's Pre-application Advice report dated 21st November 2025, the Town Council notes that a number of matters identified within that report remain outstanding at the present time. Accordingly, the Council is not in a position to make a fully informed or formal comment on the proposal as submitted.
Notwithstanding the above, councillors raise concerns regarding the potential impact of the proposed development on neighbouring residential amenity, particularly in relation to overlooking and the consequent loss of privacy.
The Council also wishes it to be noted that it welcomes the inclusion of a new Purbeck Stone boundary wall within the proposal, which is considered to be a positive feature that reflects local character and distinctiveness.

P/HOU/2026/02795 **24 Princess Road, Swanage, BH19 1JQ**
Add a first floor storage room to existing garage.
OBSERVATION: No objection.

P/STA/2026/02503 **Statutory Undertaker Application**
Land near Ulwell Cottage Caravan Park, Ulwell, Swanage, BH19 3DG (Land near Nine Barrow Down)
3 X no. 11kv electric wood pole replacements.
OBSERVATION: No objection.

For Information Only

* P/CLP/2026/02755 **Certificate of Lawful Use Proposed**
27 Walrond Road, Swanage, BH19 1PD
Erection of garages with associated hardstanding.

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 *.

The Town Council is the owner of land included within, or directly affected by, applications marked #.

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

Consideration was given to the following proposed tree works:-

P/TRT/2026/02801 **Swanage Conservation Area & Tree Preservation Order**
18 Church Hill, Swanage, BH19 1HU
T1 Oak - Crown reduction by up to 1.25m. Crown raise to 3.5m by removing secondary and tertiary branches only.
OBSERVATION: No objection.

Consultation

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

a) Department for Environment, Food & Rural Affairs (DEFRA) – Public consultation on

Biodiversity Net Gain (BNG) - considering a targeted exemption for residential brownfield development

It was reported that DEFRA was seeking views and comments on a potential exemption from Biodiversity Net Gain requirements for residential brownfield development and on its proposed approach to implementing such changes, including:

- A definition of brownfield residential development - establishing a clear, operational definition that combines both what constitutes residential-led development and what counts as brownfield land.
- Potential exemption thresholds - seeking views on whether a targeted exemption is required and if so, the appropriate area based threshold at which a brownfield residential development may qualify for the exemption.
- Measures to limit ecological impacts - identifying safeguards to ensure that exempted developments continue to protect important habitats.
- The potential impacts of a targeted BNG exemption - a summary of the evidence and modelling used to assess the potential impacts of a targeted brownfield BNG exemption across different thresholds and definitions of brownfield land.

During the ensuing discussion, Committee Members considered that, given the importance of the consultation, it would be prudent to obtain feedback from the Council's Assets and Compliance Manager regarding the proposals and any implications arising from them before submitting its response to the consultation survey.

It was therefore proposed by Councillor Bonfield, seconded by Councillor Tomes and **RESOLVED UNANIMOUSLY:-**

That delegated authority be granted to officers, in consultation with the Chairman, Councillor Foster, to formulate and submit the Town Council's response to the consultation survey, having regard to the discussions held at the meeting and any feedback received from the Assets and Compliance Manager.

A copy of the completed survey would be circulated to Committee Members accordingly.

b) Dorset Council - Community Emergency Response Plan (CERP) Survey

It was reported that Dorset Council was consulting with town and parish councils to better understand how they currently prepared for and responded to local emergencies, and to identify any support that may be required in the future. Survey responses would help to build an accurate picture of local risks, resources, training needs and existing arrangements, thereby directly informing future guidance and support. It was noted that, whether local councils had established a CERP, were in the process of developing one, or had not yet begun, their input was considered essential by Dorset Council.

During the ensuing discussion, Committee Members noted that the Town Council had formally adopted the Swanage CERP in June 2023. Members further considered that it would be prudent to obtain feedback from the Council's Assets and Compliance Manager, as one of the Lead Officers on the Swanage CERP, prior to submitting the Town Council's response to the consultation survey.

It was therefore proposed by Councillor Bonfield, seconded by Councillor Tomes and **RESOLVED UNANIMOUSLY:-**

That delegated authority be granted to officers, in consultation with the Chairman, Councillor Foster, to formulate and submit the Town Council's response to the consultation survey, in accordance with discussions held at the meeting and any feedback received from the Assets and Compliance Manager.

A copy of the completed survey would be circulated to Committee Members accordingly.

Neighbourhood Planning

6) Appointment of Swanage Neighbourhood Plan (SNP) Steering Group 2026/27

Consideration was given to the appointment of Councillor Members to the SNP Steering Group for 2026/27, in line with Sections 5.1 to 5.3 of the Group's Terms of Reference on membership.

It was proposed by Councillor Tomes, seconded by Councillor Burridge and RESOLVED UNANIMOUSLY:-

That Councillors Bonfield, Foster, Lejeune, Sutton, Tomes and Vile be appointed as Members to the Swanage Neighbourhood Plan Steering Group for 2026/27.

In accordance with the Terms of Reference for the Group, it was further RESOLVED:-

That Mr A Larner, Mrs J Owens, Mr G Richardson, Mrs J Sutcliffe, and Mr B Taylor, also be appointed as Members to the Swanage Neighbourhood Plan Steering Group for 2026/27.

It was noted that the Chair and Vice-Chair of the Steering Group for 2026-27 would be appointed at the next meeting of the Group.

It was reported that Mr L Luke had decided not to stand as a Member of the Steering Group for the forthcoming year.

7) Items of Information and Matters for Forthcoming Agendas

a) Planning and National Planning Policy Framework training for Town Councillors.

8) Date of next meeting

The date of the next meeting had been scheduled for Monday 6th July 2026.

The meeting closed at approximately 7.55 p.m.
