

Minutes of the Meeting of the **SWANAGE NEIGHBOURHOOD
PLAN SUB-COMMITTEE** held at the Town Hall, Swanage on
MONDAY 20th MARCH 2023 at 7.00 p.m.

Present: Councillor Harris – Chair

Councillor Foster
Councillor Moreton
Councillor Rogers
Councillor Whitwam

Mr M Norris
Mr G Richardson

Also in attendance: Dr M Ayres – Town Clerk
Miss N Clark - Planning and Community Engagement Manager
Mrs J Sutcliffe – The Purbeck Society

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 Councillor Bonfield and Mr A Lerner.

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 20th February 2023

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

4) Matters arising from Minutes of the Meeting of the Swanage Neighbourhood Plan Steering Group (SNP) held on 20th February 2023

4) SNP Steering Group/Task Team Membership - further to Minute No. 4) of the SNP Steering Group Meeting held on 20th February 2023, it was reported that consideration would be given to SNP Steering Group/Task Team membership at the next Steering Group meeting being held on 17th April 2023.

5) ONeill Homer Planning Consultants – Policy Review Report and Project Plan – update and to discuss next steps following walkabout and Task Team meetings to review Project Briefs

Further to Minute No. 8 a) of the SNP Steering Group Meeting held on 20th February 2023, it was reported that the planned walkabout and Task Team meetings with the planning consultant had been postponed and had been rescheduled for earlier today. Attendees had walked around the town centre, Station Approach, Commercial Road/Lane and sea front areas. Following the walkabout, the planning consultant reviewed the project briefs in detail with the Task Teams, which provided Team Members with useful ‘question and answer’ opportunities.

An overview of the observations from/outcome of the walkabout was given, and this information would be used to inform the next meetings of the Task Teams.

Discussions were also held regarding the importance of preserving/enhancing the town’s Conservation Areas/heritage assets, possible improved community facilities, identification of new/protection of existing greenspace, and potential development sites.

It was anticipated that the planning consultant would attend the next meeting of the Steering Group to provide an update on the Project Plan, and discuss progress made to date by the Task Teams.

6) **Task Teams**

a) **Development Task Team (DTT) – update following meetings held on 28th February and 17th March 2023**

Further to Minute No. 6 a) of the Steering Group Meeting held on 20th February 2023, an overview was given on discussions held at the DTT meetings on 28th February and 17th March, which included updates on the following matters:

- **Research and information gathering undertaken**
 - Review of the Dorset Brownfield Register/potential brownfield sites.
 - Meeting held with representatives of Swanage Medical Centre.
 - Review of the Strategic Housing Land Availability Assessment – availability of potential sites.
 - Dorset Council’s latest housing delivery monitoring reports.
 - Dorset Council’s most recent 5-year housing land supply report for Swanage.
 - Review of existing planning policy on split between settlement extension and windfall sites.
- **A draft DTT ‘task’ spreadsheet** – created to log actions required and monitor achievements/action plan of the DTT.
- **Housing Needs Assessment (HNA) and Strategic Environmental Assessment (SEA)** – it was reported that prior to submitting an application to Locality to request HNA and SEA technical support packages, it had been recommended that the DTT considered how it wished to approach design policy before deciding if or how to deliver a design code – research was ongoing (it was noted that there would be a ‘crossover’ between the two Task Teams when considering the content for a new design policy).

Further to Minute No. 7 c) of the Steering Group Meeting held on 20th February 2023, it was noted that the amended letter of request, prepared by the planning consultant, for a screening opinion on the requirement of the SNP to have a SEA and a HRA had been sent to Dorset Council, and a response was now awaited. Following the updates, a question was raised as to whether a ‘Call for Sites’ should be considered. It was agreed that this matter would be discussed at the next DTT meeting which would be held on 11th April 2023.

b) Environment Task Team (ETT) – update following meeting held on 6th March 2023

Further to Minute No. 6 b) of the Steering Group Meeting held on 20th February 2023, an overview was given of discussions held at the inaugural meeting of the ETT held on 6th March 2023, which included updates on the following matters:

- **Townscape character** – it had been recommended that a design code should be considered (as mentioned above) potentially using a Locality package and/or ‘Create Streets’ to code specific sites. A review of the existing Swanage Local Plan (SLP) policy STCD Swanage Townscape Character and Development (Areas of high townscape value/Areas of distinctive local character) was undertaken. A review of the Swanage: Review of proposed Conservation Areas Report dated December 2022, and the Purbeck Society’s Swanage Local Survey of Non-designated Heritage Assets would also be undertaken as part of this research.
- **Green infrastructure** - consideration had been given to a review of the Swanage Green Infrastructure Strategy (SGIS) Supplemental Planning Document (SPD), and a question was raised as to whether this could remain in place as a SPD to the SNP. Following advice from DC/review of government legislation and guidance, it had been confirmed that this was not possible. However, DC had recommended that the SNP included a GI section/policy, and that consideration should be given to reviewing/ updating the SGIS, undertaking consultation on it and potentially adopting it as a Town Council policy, which could then be referred to in the SNP and published as a ‘companion document’ to the SNP. Research was ongoing.
- **Local greenspace** – the map of local greenspace (extracted from the SLP document) had been reviewed. The ETT was now in the process of identifying new greenspace/existing greenspace which had not been included in the SLP document, and a new ‘draft’ map of greenspace would be created in due course.

It was reported that the ETT would be calling upon the expertise of The Purbeck Society and the Sustainable Swanage Group to assist in the review of the SGIS and local greenspace, and identification of further potential conservation/greening opportunities for the future. It was noted that the planning consultant had also recommended the use of Defra’s Magic Maps (an interactive mapping system that held maps and data on the natural environment), and contact with the Dorset Wildlife Trust.

It was noted that the next meeting of the ETT would be held on 3rd April 2023.

7) Items of information and matters for forthcoming agendas

There were no matters raised.

8) Date of next meeting

The next meeting would be held on Monday 17th April 2023 at 7.00 p.m.

The Meeting was closed at 7.40 p.m.
