

Minutes of the Meeting of the **PLANNING AND
CONSULTATION COMMITTEE** held at the Town Hall,
Swanage on **MONDAY, 7th SEPTEMBER 2026** at 7.00 p.m.

Chairman: -

Councillor T Foster

Swanage Town Council

Present: -

Councillor M Bonfield

Swanage Town Council

Councillor P Burrige

Swanage Town Council

Councillor J Lejeune

Swanage Town Council

Councillor C Sutton

Swanage Town Council

Councillor C Tomes

Swanage Town Council

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 her inability to attend the Meeting were received from Councillor Vile.

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/ADV/2026/04385

Advertisement Consent

Swanage Conservation Area

Lifeboat House, Peveril Point Road, Swanage, BH19 2AY

Install information boards. Erect courtyard stone walls (to replace sections of existing metal rail guarding) and install an Air Source Heat Pump (ASHP).

OBSERVATION: The Town Council has no objection to the proposals, subject to adherence to the Design and Conservation Officer's report and any recommendations contained therein. The Council also wishes it to be noted that it supports sustainable building design principles and is pleased to see the proposed installation of an ASHP. It is also pleased to note the proposed use of Purbeck Stone, which is in keeping with the character and appearance of the surrounding area.

P/FUL/2026/04384

Swanage Conservation Area

Lifeboat House, Peveril Point Road, Swanage, BH19 2AY

Install information boards. Erect courtyard stone walls (to replace sections of existing metal rail guarding) and install an air source heat pump (ASHP).

OBSERVATION: The Town Council has no objection to the proposals, subject to adherence to the Design and Conservation Officer's report and any recommendations contained therein. The Council also wishes it to be noted that it supports sustainable building design principles and is pleased to see the proposed installation of an ASHP. It is also pleased to note the proposed use of Purbeck Stone, which is in keeping with the character and appearance of the surrounding area.

P/FUL/2026/04470

Swanage Conservation Area

14 & 15 The Parade, Swanage, BH19 1DA

Regularisation of No. 15, the ground floor café/restaurant (Use Class E(b)). Change of use of the upper floors of 15a from Use Class C3 (dwelling house) to Use Class C1 (four en-suite letting rooms), and formal approval of the holiday-let use of 14a.

OBSERVATION: The Town Council has no objection to the proposals, subject to adherence to the Design and Conservation Officer's report and any recommendations contained therein. The Council considers that the proposals will enhance accessibility and improve the appearance of the building and its setting within the Swanage Conservation Area.

P/HOU/2026/02501

Reconsultation - amended plans

Swanage Conservation Area

15 Manor Road, Swanage, BH19 2BH

Construct new higher roof including new gables to the front and rear elevations, with enclosed balcony on the front elevation, and erect ground floor extensions. Convert garage into an annexe for ancillary use to the dwelling.

OBSERVATION: The Town Council has no objection in principle to the redevelopment of the property and garage, subject to any approved proposal complying with the Design and Conservation Officer's report and any recommendations contained therein. However, the Council considers that the amendments to the proposals, including those made since the previous planning application P/HOU/2023/01768, do not address or mitigate its original concerns, as detailed in its comments dated 3rd April 2023, 2nd October 2023, and 6th July 2026.

The Council also requests confirmation as to whether a Sustainability Checklist is required for the proposal, given the scale of the proposed development.

P/HOU/2026/03750

Swanage Conservation Area

18 Queens Road, Swanage, BH19 2ER

Convert garage to sauna and gym. Install balcony to garage roof with stairs.

OBSERVATION: The Town Council has no objection in principle to the proposals, subject to adherence to the Design and Conservation Officer's report and any recommendations contained therein. However,

in relation to the proposed balcony, the Council notes the potential adverse impact on neighbour amenity and the potential for overlooking, given the close proximity of adjacent gardens and the classrooms/playground of Swanage Primary School and considers that any concerns arising from these matters should be appropriately mitigated.

- P/HOU/2026/03869 **77 Bay Crescent, Swanage, BH19 1RD**
Erect single storey rear in-fill flat roof extension, lengthen front balcony, window and door alterations, increase size of rear patio (including planters and steps), and to convert rear redundant tennis court into a Pickle Ball court within a Purbeck Stone walled enclosure.
OBSERVATION: The Town Council has no objection in principle to the proposals. However, the Council notes the potential for noise nuisance and adverse impact on neighbouring amenity arising from the proposed pickleball court and considers that any concerns arising from this matter should be appropriately mitigated.
- P/HOU/2026/04417 **10 Redcliffe Road, Swanage, BH19 1NE**
Convert attached single garage to garden room/store. Alterations to windows and doors, including inserting three bay windows. Extend low level garden wall on front boundary, with new pedestrian and vehicle access, and dropped kerb.
OBSERVATION: No objection.
- P/HOU/2026/04420 **10A Hillsea Road, Swanage, BH19 2QN**
Erect single-storey rear extension, partial conversion of existing garage to utility room, erection of summer house and pergola, and associated landscaping alterations.
OBSERVATION: No objection.
- P/HOU/2026/04490 **Swanage Conservation Area**
98 High Street, Swanage, BH19 2NY
Loft conversion with dormer window and balcony, onto existing flat roof. Installation of solar panels, air source heat pump, and air conditioning.
OBSERVATION: The Town Council has no objection to the proposals, subject to adherence to the Design and Conservation Officer's report and any recommendations contained therein. The Council also wishes it to be noted that it supports sustainable building design principles and is pleased to see the proposed installation of solar panels and an air source heat pump.
- P/LBC/2026/04489 **Listed Building Consent**
LISTED **Swanage Conservation Area**
Swanwic House, 41a Kings Road West, Swanage, BH19 1HF
Removal of internal walls and internal doors on the ground floor.
OBSERVATION: No objection, providing any approved proposal complies with the Design and Conservation Officer's report and any recommendations contained therein.
- P/LBC/2026/04636 **Listed Building Consent**
LISTED **Swanage Conservation Area**
3 Convent Mews, 93 High Street, Swanage, BH19 2LZ

Partial removal of two ground floor internal stud partitions and doors, and construction of internal pantry.

OBSERVATION: No objection, providing any approved proposal complies with the Design and Conservation Officer's report and any recommendations contained therein.

P/VOC/2026/04244

Variation of Condition

Durlston Wall, 3 Belle Vue Road, Swanage, BH19 2HP

Variation to condition 2 of planning permission P/HOU/2025/01431 (Partial demolition, alterations and extension to the existing dwelling.) to make minor changes to the size and positioning of openings, a reduction in the width, and internal alterations.

OBSERVATION: No objection.

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/2026/04273

Tree Preservation Order

The Ridge, 6 Durlston Road, Swanage, BH19 2DL

T1 Holm Oak:

- Reduce the primary branch above the BT lines on the western side of the canopy by approximately 2 metres to suitable pruning points.
- Reduce the foliage on the secondary branch adjacent to and above the BT lines by approximately 1–1.5 metres.
- Reduce the remaining western canopy branch by approximately 1–2 metres bringing the western side back into the inner crown.
- Crown lift to approximately 3.5 metres by removing or reducing secondary and tertiary branches only.
- On the northern side reduce the lowest branch back into the inner crown by approximately 2 metres.
- Continue the reduction around the northern and upper crown reducing selected branches by approximately 1–2 metres to bring the canopy back in line with the inner crown.
- On the eastern side reduce selected branches by up to 1 metre to refine the crown.
- Carry this shaping through the upper crown reducing the top of the crown by up to 1 metre.

OBSERVATION: No objection.

P/TRT/2026/04506

22 Bon Accord Road, Swanage, BH19 2DT

T1 Sycamore - Crown raise to 4 metres to clear BT lines.

T2 Sycamore - Crown raise to 4 metres to clear BT lines.

T3 Twin-stem Cherry - Reduce overextended stem by 2-3 metres. The remaining stem crown reduce by 0.5 -1 metre.

T4 Lime - Crown raise to 4 metres on the north garden side only.

T6 Birch - Prune laterals towards property by 1-2 metres.

T7 Ash - Prune lower laterals towards property by 1-2 metres.

T8 Sycamore - Prune lower laterals by 1-2 metres towards driveway.

T9 Sycamore - Prune lower laterals by 1-2 metres towards driveway.

T10 Ash - Fell. OR - Crown raise to 2-3 metres over driveway.

T11, T12 and T13 - Various Buddleia - Coppice.

OBSERVATION: The Town Council has no objection to the proposals in principle. However, the Council recommends that the alternative proposal for T10 Ash, to crown raise the tree to 2-3 metres over the driveway, is undertaken rather than felling the tree.

Consultation

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

a) The Local Government Boundary Commission for England (LGBCE) – consultation on draft recommendations for ward boundaries in Dorset

Further to Minute No. 5 a) of the Planning and Consultation Committee Meeting held on 30th March 2026, Committee Members considered the LGBCE's draft recommendations following consideration of representations received during its first round of consultation, held from 24th March to 1st June 2026. It was noted that the LGBCE's recommendation for Swanage aligned with the Town Council's recommendation made during the consultation, namely that there should be no changes to the current ward boundary or the number of Dorset Councillors for Swanage (one ward, represented by two Councillors). Members agreed that no further action was required in response to the consultation.

The LGBCE expected to publish its final recommendations in March 2027, with the new electoral arrangements to come into effect at the local elections in May 2029.

Neighbourhood Planning

5) Swanage Neighbourhood Plan (SNP) Steering Group

a) Matters arising from SNP Steering Group Meeting held on 3rd September 2026

Further to Minute No. 5 b) of the Planning and Consultation Committee Meeting held on 3rd August 2026, it was reported that the Regulation 14 public consultation had ended on 7th August 2026. The Steering Group had met on 3rd September to review the representations received during the consultation as follows:

- i) **Statutory consultees and land interests** – consideration of the ONH Planning Consultants' report and recommendations for Main Modifications, and;
- ii) **Local residents and organisations** – consideration of the report and recommendations for Main Modifications.

In view of time constraints at the meeting, it was agreed that the Steering Group would hold a workshop to consider the feedback from local residents and organisations in greater detail.

It was reported that, during the meeting, the planning consultants had advised the Group that it had been brought to their attention that the Strategic Environmental Assessment (SEA) had not been published on the SNP website during the Regulation 14 consultation. It was therefore agreed that the SEA should be subject to an additional six-week consultation period to ensure that the Plan met the basic conditions. During the discussion, Group Members agreed that, as the Habitats Regulations Assessment and Housing Needs Assessment were also available, these documents should be published on the SNP website to ensure that statutory consultees and members of the public had the opportunity to review and comment on all three documents.

Members expressed their disappointment that the SEA had been omitted from the website and agreed that the additional consultation period should be publicised as widely as possible. It was noted that this would include a face-to-face public engagement session and the delivery of a leaflet to homes and businesses in Swanage. The planning consultants and the Steering Group would consider any additional representations received at the end of the further consultation period.

6) **Items of Information and Matters for Forthcoming Agendas**

a) **Dorset Council (DC) Planning and Building Control Town and Parish Council**

Forum – further to Minute No. 5 a) of the Planning and Consultation Committee Meeting held on 3rd August 2026, a reminder was given that DC's next update session would be held on 8th September 2026, and an online link to the update was available if required.

b) **Planning and National Planning Policy Framework training for Town Councillors**

6) **Date of next meeting**

The date of the next meeting had been scheduled for Monday 5th October 2026.

The meeting closed at 7.50 p.m.
