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11th December 2025

Dear Councillor

You are hereby summoned to attend a **MEETING** of the **PLANNING, HIGHWAYS & LICENSING ADVISORY COMMITTEE,** to be held **at the Portland Community Venue on 17th December 2025** commencing at 7.00 pm, when the business set out below will be transacted.

Please inform the Clerk if you are unable to attend.

All members of the public are cordially invited to attend the meeting. We respectfully ask you to assist us with managing a safe meeting by contacting the office prior to the meeting to register your intention to attend as numbers admitted may be restricted if excessive.

Agenda and papers are available at www.portlandtowncouncil.gov.uk

Yours faithfully



Jane Miles

Town Clerk

Members: Councillors C Flack (Chair) C Atkins, A Carr, R Hughes, S Miles, K Pope, S West, T Woodcock

Mr A Matthews (non-voting public member)

AGENDA

1. **Chair's Welcome**

2. **Apologies for Absence**
   To receive, and consider for acceptance, apologies for absence (LGA 1972 s85)

3. **Declarations of Interest**
   To declare any interests relating to the business of the meeting and receive any dispensation requests from the Clerk (Localism Act 2011 s29-34)

4. **To Approve the Minutes of the Previous Meetings**
   Members are asked to consider the minutes of the meetings held on **26th November 2025** at **Annexe A1** and the extraordinary meeting on **27th November 2025** at **Annexe A2** as true and accurate records.

   Recommendation:
   That Members agree the minutes of the meeting held on **26th November 2025** and the extraordinary meeting held on **27th November 2025** are a true and accurate record, and that they be signed as such.

5. **To Receive the Chair's Report**

6. **To Review Updates on Current Planning Applications**

7. **Democratic Public Half Hour Open Forum**
   To receive commentary from members of the public wishing to address the meeting. Matters must relate to one of the following categories, and those wishing to speak will be called in the following order:
   - Business on the agenda of the meeting.
   - Matters where the Town Council has powers or duties.
   - Other matters which directly affect the parish of Portland.

8. **Review of Planning Applications Notified by Dorset Council**
   To review and comment on recent planning applications, as notified by Dorset Council, attached as **Annexe B** to the agenda

9. **Planning Contravention Issues**
   None

10. **Highway Matters**
    None

11. **Portland Underhill to Wyke Regis Flood and Coastal Risk Management Strategy**

    Draft survey response below:

    Portland Neighbourhood Plan which was adopted in 2021 includes a number of policies, covering text and information in its evidence base relevant to this consultation.

Portland Town Council would request that these details are reviewed and considered when finalizing interventions within the SMP

Representatives from the Town Council would be happy to discuss matters further if felt helpful.

Recommendation

That the Committee agree the draft response.

12. Neighbourhood Plan

A statement regarding the relationship between the emerging Dorset Council Local Plan and emerging Neighbourhood Plans is attached at **Annexe C.**

The Committee are to consider whether to put the review of the Portland Neighbourhood Plan on hold until the Summer of 2026, when the Local Plan should be published for consultation.

13. Information Items

a) Date of next meetings

The Committee's next meeting is scheduled to take place at the Portland Community Venue on **28th January 2026** starting at 7.00pm.

PORTLAND TOWN COUNCIL
PLANNING & HIGHWAYS ADVISORY COMMITTEE
MINUTES OF THE MEETING HELD AT THE PORTLAND COMMUNITY VENUE ON 26th NOVEMBER 2025 AT 7.00 PM

PRESENT: Councillors C Flack (Chair), C Atkins, A Carr, K Pope, S West, T Woodcock

Andy Matthews, Committee Member

Cllr Bradley Plant, observing

Jane Miles, Town Clerk

IN ATTENDANCE: 2 members of the public

PH/088/25 – Welcome
The Chair welcomed attendees, especially Cllr Bradley Plant who was observing.

PH/089/25 – Apologies for Absence:
Cllrs Hughes and Miles

PH/090/25 – Declarations of Interest
The Chair declared an interest for the whole Council for P/FUL/2025/06383, Victoria Gardens, as it is the applicant.

PH/091/25 – To Approve Minutes of Previous Meetings

Resolved to accept the minutes of the meeting on **22nd October 2025** as a true and accurate record, thereafter, duly signed by the Chair.

PH/092/25 – Chair's Report
The Chair gave the following updates:

1. At the last meeting, the Chair reported on an extremely extra wide load which caused absolute gridlock on its route from the top of the island to Portland Beach Road. Following that meeting the Clerk wrote to Sam Paulley Senior Lead Co-ordinator, Traffic Team, Highways, Dorset Council raising our concerns that no prior notice had been received regarding the movement of this wide load.

   Sam responded on 28th October as follows:
   Thank you for your comments, which I completely understand and sympathise with.

   I had been in active discussions with the haulier regarding this abnormal load movement and had agreed on a date in November, along with all the necessary traffic management restrictions to support the move safely and with minimal disruption.

   However, shortly after confirming these arrangements, I was contacted by our communications team for comment following an enquiry from the Echo about traffic issues on Portland. At that point, I had no record of any scheduled works for that day,

so I contacted the haulier to confirm whether they were responsible. They advised that they were indeed carrying out the move, but under Police powers, which meant they no longer required the previously agreed restrictions or involvement from the local authority.

Unfortunately, I was not informed of this change in approach and, like you, was unaware that the move had been rescheduled and executed outside of the agreed framework. This decision was made independently and was beyond my control.

Given the circumstances, I would recommend that your Councillors consider writing to the Police Commissioner to formally raise their concerns. It appears there may be an existing arrangement between certain hauliers and the Police that allows such moves to proceed without notifying or coordinating with the local authority, which clearly has implications for local traffic management and public communication.

The Chair intends to raise the matter with the Police & Crime Commissioner, face to face, when he attends the Full Council meeting on 10th December.

2. Two weeks ago, the Chair was contacted by a resident expressing concern that the empty school on Osprey Quay had several lights left on. he phoned the schools department at Dorset Council who took the details and would pass it on to property services. On Sunday 23rd November, the same resident contacted him again to let me know that the lights were still full on. He contacted property services on Monday and was informed that there had been several break-ins at this property and this may be the cause! It will be passed on for investigation.

3. He had received a report of a badly overgrown footpath between Ripcroft and Avalanche Road which, was impacting on an elderly resident gaining access through their gate to the rear of their property. I reported this online to Highways at Dorset Council and this has now been rectified.

4. He has received information regarding the reported works taking place in the vicinity of Atlantic House and Hardy Block. Comer Homes have been busy lately, tidying up gardens round Atlantic House and undertaking some major works on the Hardy Building. It is thought that they are preparing the two plots for sale to another developer?? The site agent was asked for an answer, but refused to tell the resident, Atlantic House LA chair member, other than to say it is to the resident's benefit.

5. On Friday 21st November, he, and other town councillors, plus the community highways officer and the local MP received an email from a resident regarding an overgrown green by 1 Croft Road.

It read: So, the saga continues reference this green and who is going to maintain it! The green is positioned on Courtlands/Woolacombe Road and has been maintained for over 27 years (How long they have lived there) and this year had no cut.
"Apparently" it's fallen to no man's land yesterday was land fought over when Aster took

over the area and Aster do not own this as this has been checked again.
It's, starting to become a dumping ground with still patio slabs on it and now glass… Before long owners will allow dogs to toilet in it as this happened once before when the grass was knee high.
Somebody needs to take responsibility for this land and up to now DC have been cutting it, yet suddenly it's dropped off their mapping.
Aster maintains the other greens around it and keeps the area nice. This is unkempt this year! I have been asking and asking to get this sorted. It is claimed that the correspondence to PTC has been ignored.
As a resident of Courtlands estate can we please get this land sorted.

Reply from Town Clerk: PTC have responded several times and has looked up land registry details for them.
This land is NOT registered to anyone and is not PTCs responsibility. Regarding the situation with Dorset Council cutting it and now no longer do so, I suspect that this is because they have discovered there was no contract in place for them to carry this out.
On the face of it, it seems that there is no obligation from either DC or PTC to maintain this, especially as PTC has recently turned down the maintenance of similar areas of land from others.

6. The EV charging points in Brandy Row have now been installed.

PH/093/25 – Update on Current Planning Applications

The Chair advised the meeting on outcomes for recent planning applications, results being shown in **Annexe A** to these minutes.

PH/094/25 – Democratic Public Half Hour Forum
JW asked about the Council selling off buildings, and were there any on Portland.
It was explained that Dorset Council may be selling off land and buildings, and that details of all Dorset Council assets on Portland could be found on Dorset Explorer.

PH/095/25 – Planning Applications Notified by Dorset Council

The Committee discussed 7 planning applications with a detailed list, including decisions made at this meeting, being held at **Annexe B** to these minutes.

For further information please see Dorset For You / Planning / Portland.

PH/096/25 – Planning Contravention Issues
None

PH/097/25 – Highway Matters
a) Hedgehog highway signs
b) Rip Croft

Resolved that both these would be referred to Dorset Council Highways.

PH/098/25 – Portland Neighbourhood Plan

a) Portland Energy Demand

Mr Matthews explained that originally a demand and supply report had been requested. However, due to funding restrictions, only a demand study was within the grant. He went on to say that Portland is sensitive to low capacity issues and that there should be a plan in place. He was asking that that the Council authorised and recommended that this was moved forward.

It was agreed that the Portland Community Partnership should take this forward, supported by the Council.

b) Portland Hospital

The Chair read out an email that had been sent in response to a request regarding the Neighbourhood Plan:

Thank you for your enquiry regarding Portland Neighbourhood Plan cannot remove Portland hospital as a potential site for housing development.

Having been independently examined, the referendum for the Neighbourhood Plan, and all contents, was held on 6th May 2021. As the majority of residents voted to accept it, it was formally adopted (Made) on 21st June 2021. This created a legal document that is valid until 2031, unless it is updated prior to this. Any updates would also involve full consultation and a further referendum.

Due to current ongoing changes to planning legislation, including the Local Plan, the process for updating the current Portland Neighbourhood Plan commenced more than a year ago to reflect the policy changes including those made to the National Planning Policy Framework in December 2024, however, it has been put on hold as the planning and infrastructure bill is still progressing through parliament.

It is most likely to be well into 2026 before this is restarted.

PH/099/25 – Information Items

a) Date of next meeting:

The Committee's next meetings are scheduled to take place at the Portland Community Venue on **27th November 2025** starting at 7.45 pm and **17th December 2025** at 7.00pm.

With the Chair's thanks, the meeting ended at **19:40.**

Signed.....(Chair)

Planning Application decisions made by Dorset Council since 22nd OCTOBER 2025

Application Number	Location	Proposal	PTC Comment	DC Decision
2025/05552	Heliport Coode Way	Variation of condition 1 of approved plans 25/00641 to vary the landscape plan	**SUPPORTED**	**GRANTED**
2025/05469	99 Wakeham	Internal and External Alterations with variation of condition 1 & 2 of approved plans 24/07513 to amend approved plans	**SUPPORTED**	**GRANTED**
2025/04979	68 Mallams	Erect single storey rear extension and internal alterations	**Conditional Response**	**GRANTED**
2025/04976	Stanley House 28 Easton Street	Replace 2 timber casement windows with new timber casement windows	**SUPPORTED**	**GRANTED**
2025/04819	Halletts Rural Camping Land Watery Lane	Erect shower and toilet block	**OBJECTION**	**GRANTED**
2025/02151	32 King Street	Retention of rear extension	**OBJECTION**	**GRANTED**
2025/03055	Lighthouse Keepers Cottage Portland Bill	Erect two rear facing dormers to create a loft bedroom	**SUPPORTED**	**WITHDRAWN**
2025/06014	Easton Gardens	Fell 1 Ash tree	**INFO ONLY**	**WITHDRAWN**
2025/06018	Victoria Gardens	Fell 1 Ash tree	**INFO ONLY**	**WITHDRAWN**
2025/06019	Ladymead Gardens	Fell 1 Ash tree	**INFO ONLY**	**WITHDRAWN**

Annexe B to Planning Meeting Agenda
Dated 26th November 2025

NEW PLANNING APPLICATIONS AS ADVISED BY DORSET COUNCIL

Planning Reference	Address	Details	Consultation Expiry Date	Comments
P/TRT/2025/06185	Garage Block Rear Of 182 Wakeham Portland	T1 Sycamore-multi stemmed (5 stems) remove T2 Sycamore-multi stemmed (3 stems) remove T3 Sycamore-multi stemmed remove stem to south east that overhangs parking areas T4 Sycamore- Remove G1 Sycamore 6 stems - Remove G2 Sycamore 3 stems - Remove T5 Sycamore- Remove T6 Sycamore multi stemmed (3 stems) remove T7 Ash - Remove T8 Sycamore - Remove T9 Sycamore - Remove T10 Ash- Remove T11 Sycamore - Remove stem growing in to T8		**INFORMATION ONLY**
P/HOU/2025/06121	33A Park Road Portland	Remove metal shed and erect single-storey detached garage, home office/gym includes PV panels on roof, at rear boundary of garden, with vehicular access via adjacent public footpath	19th Nov	Portland Town Council supports this application

P/LBC/2025/06544	165 Fortuneswell Portland	Installation of conservation rooflights, and repairs to roof, walls and door	1st Dec	Portland Town Council would like to comment on this application: There seems to be a considerable deterioration to this property. However, there are concerns that there are two refusals and a failed appeal, with the application not markedly different from those previously submitted.
P/FUL/2025/06383	Victoria Gardens Victory Road Portland	Removal of existing chain-link fencing and entrance gate and installation of replacement galvanised grey chain-link fencing and gate	24th Nov	Portland Town Council makes no comment as it is the applicant.
P/VOC/2025/06480	Portland Sea Cadets Centre Blacknor Road Portland	Erect side and rear single storey extensions (with variation of conditions 2 & 3 of planning permission P/FUL/2021/00966 to amend fenestration and external materials)	27th Nov	Portland Town Council supports this application
P/HOU/2025/06378	8 Eastville Cottage Weston Road Portland	Erect single storey rear extension	2nd Dec	Portland Town Council supports this application, subject to satisfactory comments from other consultees and taking into account the concerns from the neighbours regarding overlooking their property.

P/LBC/2025/06524	44 Chiswell Portland	Replace damaged rooflight with conservation style unit. Replace broken skylight with conservation style rooflight	3rd Dec	Portland Town Council supports this application, subject to the comments from the Conservation Officer.
P/FUL/2025/06481	Former Admiralty Hotel & Restaurant Southwell Park Portland	Change of use of bar and restaurant area to 1No. 3-Bed Flat	4th Dec	Portland Town Council supports this application. The Council once again requests that a copy of the master plan for the area within the business park be submitted.

PORTLAND TOWN COUNCIL
EXTRAORDINARY PLANNING & HIGHWAYS
ADVISORY COMMITTEE
MINUTES OF THE MEETING HELD AT THE PORTLAND COMMUNITY VENUE
ON 27th NOVEMBER 2025 AT 7.00 PM

PRESENT: Councillors C Flack (Chair), C Atkins, A Carr, K Pope, T Woodcock

Andy Matthews, Committee Member

Jane Miles, Town Clerk

IN ATTENDANCE: 12 members of the public

PH/100/25 – Welcome
The Chair welcomed attendees and went on to explain that the 1951 permissions were still extant, until 2042. He also asked that people be respectful to others during the meeting.

PH/101/25 – Apologies for Absence:
Cllrs Hughes, Miles and West

PH/102/25 – Declarations of Interest
None

PH/103/25 – Democratic Public Half Hour Forum
RB asked about the parking along Southwell and were Highways a consultee..
TC replied that there had been extensive liaison with the Highways team, looking at mitigation strategies. There would be a management plan, with heavy goods movements embargoed during the summer holidays. There would also be an intercom system to ensure that only one lorry was on the road through Southwell at a time.

PH/104/25 – Planning Applications Notified by Dorset Council

The Committee discussed 2 planning applications with a detailed list, including decisions made at this meeting, being held at **Annexe A** to these minutes.

For further information please see Dorset For You / Planning / Portland.

PH/105/25 – Information Items

a) Date of next meeting:
The Committee's next meetings are scheduled to take place at the Portland Community Venue on **17th December 2025** starting at 7.00 pm.

With the Chair's thanks, the meeting ended at **20:11.**

Signed.....(Chair)

Annexe A to Extraordinary Planning Meeting Minutes
Dated 27th November 2025

NEW PLANNING APPLICATIONS AS ADVISED BY DORSET COUNCIL

Planning Reference	Address	Details	Consultation Expiry Date	Comments

P/FUL/2024/05814	Coastal Strip Quarry
	Portland Bill Road
		Planning application to mine Portland Stone from Phases 3, 5 and a small part of Phase 4 of the Coastal Strip.	28th Nov	Portland Town Council supports this application for the following reasons:
				• The mining of the coastal strip will be far less intrusive than quarrying, including
				  ○ less visual impact on the landscape
				  ○ less impact on biodiversity
				• Once the mine opening has been created, there will be far less impact on the highways than there would be if quarried under the 1951 consents

P/FUL/2024/05804	Coastal Strip Quarry, Portland Bill Road and Coombefield Quarry North, Southwell Road, Portland	Planning application to develop a mine entrance in Phase 4 of the Coastal Strip to mine Portland Stone and for the use of part of Coombefield Quarry North for the temporary storage of soils and overburden	28th Nov	Portland Town Council supports this application for the following reasons: • The mining of the coastal strip will be far less intrusive than quarrying, including

				○ less visual impact on the landscape ○ less impact on biodiversity • Once the mine opening has been created, there will be far less impact on the highways than there would be if quarried under the 1951 consents

Annexe B to Planning Meeting Agenda
Dated 17th December 2025

NEW PLANNING APPLICATIONS AS ADVISED BY DORSET COUNCIL

Planning Reference	Address	Details	Consultation Expiry Date	Comments
P/LBC/2025/06858	The Court House Castle Road Portland	Repointing section of external stonework; resetting coping stones where necessary	15th Dec	
P/FUL/2025/06650	26 Hamm Beach Road Portland	Alterations to internal floor layout of Units 22 and 26 to provide additional floor space at mezzanine level; revised external fenestration; erection of cycle store; installation of acoustic box and external plan	16th Dec	
P/FUL/2025/06930	Portland Stone Ltd 26 Tradecroft Portland	Erect industrial unit	16th Dec	
P/HOU/2025/06859	109 Avalanche Road Portland	Construct dormer and rooflight to front of property to form accommodation	16th Dec	
P/VOC/2025/06860	8-10 Reforne Portland	Change of use from 2 shops to 1 residential unit (with variation of conditions 2 & 3 of planning permission P/PACD/2025/01798 to change drawing numbers and provide window details)	18th Dec	
P/FUL/2025/06927	Hut 84 Field 768 Portland Bill	Alterations/extension to beach hut	18th Dec	

Statement regarding the relationship between the emerging Dorset Council Local Plan and emerging Neighbourhood Plans

As you will be aware, the consultation on the Dorset Council Local Plan Options Consultation Document has recently ended. Officers are now considering the consultation responses received as part of the process of progressing the plan. The Council's adopted Local Development Scheme (LDS), which sets out the current timetable for producing the plan, details that Dorset Council will consult on a publication (regulation 19) version of the plan in the summer of 2026 before submitting the plan for examination by the end of 2026. The current LDS anticipates that the plan will be examined and adopted by the end of 2027.

With regards to neighbourhood plans being progressed in the Dorset Council area, including reviews of plans that have already been made (adopted), the Council is aware that some Neighbourhood Plan Groups decided to pause work on their plans in advance of the Local Plan Options Consultation commencing in August. These groups may now want to progress work on their plans in the knowledge of the content of the Local Plan Options Consultation document including the housing opportunity sites consulted upon. However, if groups want greater certainty regarding the content of the emerging local plan they may wish to wait until the submission version of the plan is published for consultation, which as set out above, is due to be in the summer of 2026. Ultimately, the speed at which groups wish to progress their plans is a decision for each respective group to take.

Turning to the matter of the relationship between neighbourhood plans and the emerging Dorset Council Local Plan (DCLP), the Government's Planning Practice Guidance outlines the importance of minimising conflicts between policies in neighbourhood plans and those in an emerging local plan, including in respect of housing supply policies. Relevant planning legislation requires that any conflict must be resolved in favour of the policy which is contained in the last document to become part of the development plan. Therefore, on adoption of the DCLP, policies in the plan will take precedence over policies in made (adopted) neighbourhood plans where they are in conflict.

As the local plan progresses further towards adoption, it will start to gain weight in determining planning applications and it will also start to give clearer direction that will help those groups who are developing their neighbourhood plans.

Finally, officers in the Council's Community Planning Team are able to assist and advise groups working on their plans. This includes providing further advice regarding the relationship between the emerging DCLP and emerging neighbourhood plans. Additionally, the team can also provide advice about the funding options available to groups progressing plans.