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19th November 2026

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 25th November 2026** 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, R Hughes, S Miles, B Plant, K Pope, M Williams, 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 meeting held on **28th October 2026** at **Annexe A** as a true and accurate record.

   Recommendation:
   That Members agree the minutes of the meeting held on **28th October 2026** are a true and accurate record.

5. **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.

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

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

8. **Dawn Heath, Community Highways Manager, Dorset Council**
   Dawn Heath will be in attendance to address recent Highways issues.

9. **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

10. **Planning Contravention Issues**
    None

11. **Highway Matters**

    a) **Request for Pedestrian Crossing, Victoria Square**
       Report attached at **Annexe C**

    b) **Easton Pedestrian Crossing**
       Report attached at **Annexe D.**

       Recommendation
       Both of these to be discussed with Dawn Heath

c) Parking at the Jailhouse Diner

Rachel Barton at the Jailhouse Diner at the Grove has Cllr Williams to ask if PTC can help resolve parking issues outside of the restaurant, as she fears the problem has a potential to cause catastrophic loss of turnover this winter.

Last Winter, No Parking signs went up along the Coastguard Cottages lane, and despite promises that her customers can use the former HMP staff car park behind the diner, it is consistently filled with officers' cars, despite them having their own car park. Rachel says that, in poor weather, people are not prepared to park along the road behind the prison and walk back to the diner. She relies heavily on local customers in winter.

She asks if it might be possible to lift the No Parking restriction on one side of Grove Road, which was in place to allow buses to pass and turn. There is also a former bus stop space outside of the diner which could be used

Recommendation

To be discussed with Dawn Heath

12. Neighbourhood Plan

Verbal update

13. Information Items

a) Date of next meetings

The Committee's next meeting is scheduled to take place at the Portland Community Venue on **16th December 2026** starting at 7.00pm.

PORTLAND TOWN COUNCIL
PLANNING & HIGHWAYS ADVISORY COMMITTEE
MINUTES OF THE MEETING HELD AT THE PORTLAND COMMUNITY VENUE ON 28th OCTOBER 2026 AT 7.00 PM

PRESENT: Councillors C Flack (Chair), C Atkins, S Miles, K Pope, B Plant, M Williams, T Woodcock

Andy Matthews, Committee Member

Jane Miles, Town Clerk

IN ATTENDANCE: No members of the public

PH/074/26 – Welcome
The Chair welcomed attendees.

PH/075/26 – Apologies for Absence:
Cllrs Hughes

PH/076/26 – Declarations of Interest
None

PH/077/26 – To Approve Minutes of Previous Meetings

Resolved to accept the minutes of the meetings on **23rd September 2026** as a true and accurate record, thereafter, duly signed by the Chair.

PH/078/26 – Chair's Report
The Chair gave the following updates:

1. Several disabled parking spaces have been revoked, this could be because they are no longer required.
2. The speed survey equipment requested last month is now in place on Weston Road and Weston Street.

PH/079/26 – 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/080/26 – Democratic Public Half Hour
None

PH/081/26 – Planning Applications Notified by Dorset Council
The Committee discussed **5** 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/082/26 – Planning Contravention Issues

a) Fancy's Farm – this is still being advertised and tents and vans have been seen on site. This has been reported to Planning Enforcement.
b) The George Inn – additional work may have been carried out that was not part of the planning application (benches outside, signs on walls, 2 x wooden structures in the garden, re-pointing the porch with the wrong type of cement). This has been reported to Planning Enforcement.

PH/083/26 – Highway Issues

a) Speeding, High Street, Fortuneswell
Resolved to refer to Dorset Council to consider speed survey.

b) Cars Turning right on Easton Square etc
Resolved to report to Dorset Council Highways

c) Difficulty in Crossing Road etc
Resolved to discuss this with the Highways Manager when she attends the Committee meeting in November.

d) Hairpin Bend at the top of Victory Road
Resolved to report to Dorset Council Highways and request extension of double yellow lines.

e) Easton Pedestrian Crossing
Resolved to discuss this with the Highways Manager when she attends the Committee meeting in November.

PH/84/26 – Portland Neighbourhood Plan

Mr Matthews gave an overview of the latest situation.

PH/85/26 – Budget 2027-2028
Resolved at previous meeting

PH/086/26 – Information Items

Date of next meeting:
The Committee's next meeting is scheduled to take place at the Portland Community Venue on **25th November 2026** starting at 7.00 pm.

Resolved to note the information items.

With the Chair's thanks, the meeting ended at **19:34.**

Signed.....(Chair)

Annexe A PHA Committee 28th OCTOBER 2026

Planning Application decisions made by Dorset Council since 23rd SEPTEMBER 2026

Application Number	Location	Proposal	PTC Comment	DC Decision
2025/06930	Portland Stone 26 Tradecroft	Erection of building and use of yard for skip storage and lorry parking	**SUPPORTED**	**WITHDRAWN**

Annexe B to Planning Meeting Minutes
Dated 23th October 2026

NEW PLANNING APPLICATIONS AS ADVISED BY DORSET COUNCIL

Planning Reference	Address	Details	Consultation Expiry Date	Comments
P/FUL/2026/04786	Land to the rear of 30-36 Westcliff Road Portland	Erect building to form 2 Garages	26th Oct	Portland Town Council supports this application
P/HOU/2026/05128	37 Kingbarrow Drive Portland	Erect car port	27th Oct	Portland Town Council supports this application
P/NMA/2026/05335	Tods Defence Wide Street Portland	Non-Material Amendment to alter position of parking, minor changes to layout and amendments to elevation to Planning Permission P/FUL/2024/06469 (Full planning application for the erection of a general industrial building (Class B2) parking, manoeuvring areas, drainage and landscaping)		**INFORMATION ONLY**
P/HOU/2026/05316	16 Fortuneswell Portland	Removal of existing flat roof dormer windows to front and rear elevations and replace with enlarged flat roof dormer windows. Remove existing asbestos cement tiles and replace with natural Slate	28th Oct	Portland Town Council supports this application, subject to the comments from the Conservation Officer

P/HOU/2026/05610	109 Weston Street Portland	Erect front single storey extension; refurbishment of rear Extension	4th Nov	Portland Town Council supports this application
P/VOC/2026/05530	Former Perryfield Works Complex Pennsylvania Road Portland	Variation of conditions 2 and 4 to approved planning permission WP/18/00883/FUL (Erect 4 dwellings (amendments to dwellings (Block E1) previously approved under planning approval reference 08/00513/FULMAJ to replace dormer windows with french windows and juliette balconies and insert roof lights) to amend plans and parking arrangements	29th Oct	Portland Town Council makes no comment on this application

Annexe B to Planning Meeting Agenda
Dated 25th November 2026

NEW PLANNING APPLICATIONS AS ADVISED BY DORSET COUNCIL

Planning Reference	Address	Details	Consultation Expiry Date	Comments
P/FUL/2026/01686	Crown Wharf Castletown Portland DT5 1BD	Change of use of part of existing car park to storage of boats and trailers together with parking of vehicles associated with that use		**Refused by Dorset Council Appealed**
P/FUL/2026/05868	Portland United Football Club Camp and Satherley Stadium Grove Road Portland DT5 1DP	Erect Spectator Stand	19th Nov	
P/NMA/2026/06005	Brackenbury School Three Yards Close Portland DT5 1JN	Non-material amendment to amend fencing types, soft landscaping and minor alterations to internal layou to Planning permission P/FUL/2023/05098 (Change of use of building from Community Nursery class E(f) to a children's home (use class C2). Carry out landscaping.		**Information Only**
P/FUL/2026/05773	Portland Stone Firms Ltd 99 Easton Street Portland DT5 1BP	Form new vehicular access	26th Nov	
P/TRC/2026/06363	28 Reforne Portland DT5 2AL	T1 Conifer - Fell		**Information Only**

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.		**Additional information has been received to complete the Environmental Statement on this application, on which I would welcome your comments.**
P/FUL/2024/05814	*Coastal Strip Quarry* *Portland Bill Road* *Portland*	*Planning application to mine Portland Stone from Phases 3, 5 and a small part of Phase 4 of the Coastal Strip.*		***Additional information has been received to complete the Environmental Statement on this application, on which I would welcome your comments.***

Road Crossing Safety Report

Victoria Square, Portland, Dorset
Formal request for a pedestrian crossing assessment and installation

1. Introduction and background

Concerns have been raised with Portland Town Council regarding the safety and accessibility of crossing the A354 at Victoria Square, Portland.

Residents have expressed difficulties and concerns about crossing the road at two particular locations within Victoria square. These concerns relate to the volume and continuous flow of traffic, the difficulty of finding safe gaps in traffic, and the lack of consideration shown by some motorists towards pedestrians waiting to cross.

Portland Town Council wishes to establish the extent of these concerns through a public survey and feedback from local residents.

Following this consultation, it is proposed that Portland Town Council submits a formal request to Dorset Council Highways for a pedestrian crossing to be assessed, approved and installed at Victoria Square.

The request will be supported by:

- Results of a public consultation involving local residents.
- Difficulties and safety concerns experienced by pedestrians.
- Verbal representations made to Portland Town Councillors.
- Evidence of pedestrian demand and the need for improved road safety as supported by the survey.

2. Proposed crossing locations

Two potential crossing locations have been identified for consideration.
Location1 **Across the middle of Victoria Square**

Pedestrians crossing from the vicinity of the bus stops , onto the central reservation, and then continuing across towards victory road, or vice versa.

Location2 **Victoria Lodge to Queen's Road**

Pedestrians crossing from the corner of Victoria Lodge towards the bottom of Queen's Road, or vice versa.

Both locations are considered to warrant investigation due to the difficulties pedestrians experience when attempting to cross the A354.

3. Dorset Council crossing assessment policy

It is anticipated that the proposed locations will meet the initial physical requirements outlined in Dorset Council's Road Crossing Request Policy. The request will seek a full assessment under its two-phase evaluation process.

Phase 1: Initial assessment

The proposed locations appear to meet all three baseline physical requirements:

1. Adequate space

There is sufficient available highway space at either proposed location to accommodate a pedestrian crossing facility.

Both locations already have dropped kerbs in place, providing access for wheelchair users, mobility scooters, pushchairs and other pedestrians with mobility requirements.

2. Distance from existing crossings

There are no safe controlled pedestrian crossings within 50 metres of either proposed location.

3. Unobstructed visibility

There is clear visibility in both directions at the proposed locations, allowing pedestrians and approaching drivers to see each other.

On this basis, it is considered that both locations should be suitable for progression to a more detailed assessment.

Phase 2: Formal crossing assessment

It is hoped that Dorset Council Highways will undertake a detailed assessment of the proposed locations.

This should include a site and traffic study covering approximately 50 metres on either side of each proposed crossing location.

The assessment should consider the following factors:

1. Traffic flow and vehicle speeds

- The volume of vehicles using the A354, particularly during peak periods.
- The number of heavy goods vehicles and other larger vehicles.
- Vehicle speeds.
- The continuous flow of traffic, which frequently makes it difficult for pedestrians to find a safe opportunity to cross.
- Instances where motorists fail to give way or acknowledge pedestrians waiting to cross.

2. Pedestrian flow and availability of safe gaps

- The number of pedestrians crossing at different times of the day.
- The frequency with which pedestrians attempt to cross.
- The availability of safe gaps in traffic.
- The difficulties experienced by older people, disabled people, families with children and people with reduced mobility.

3. Road layout

- The number of traffic lanes pedestrians are required to cross.
- The suitability of the existing central reservation as a pedestrian refuge.
- The suitability of the road layout for a controlled or uncontrolled pedestrian crossing.

4. Inter-visibility and accessibility

- Visibility between approaching motorists and pedestrians.
- The ability of pedestrians to judge approaching traffic.
- Accessibility for visually impaired and mobility-impaired pedestrians.
- Whether the existing road layout provides adequate protection for people waiting to cross.

The Council is requested to consider the safety implications at both locations and establish whether either, or both, justify the installation of a controlled pedestrian crossing.

4. Public consultation and residents' survey

The public consultation will establish how frequently residents use the two crossing locations, how difficult they find crossing the road and whether they believe a formal pedestrian crossing is needed.

The survey will also seek residents' opinions on the most appropriate type of crossing facility.

The results will form part of the formal submission to Dorset Council Highways.

Zebra crossing
A crossing marked with black and white stripes, where motorists are required to give way to pedestrians waiting to cross.

Light-controlled pedestrian crossing
A crossing using traffic signals to stop vehicles and provide pedestrians with a designated opportunity to cross safely.

5. Formal request to Dorset Council Highways

Following completion of the public consultation, Portland Town Council will submit a formal request to Dorset Council Highways seeking a detailed assessment of the two proposed pedestrian crossing locations at Victoria Square.

The Council is asked to:

1. Consider the concerns raised by local residents and road users.
2. Undertake the initial assessment of both proposed locations.
3. Progress suitable locations to a formal traffic and pedestrian assessment.
4. Consider the installation of an appropriate controlled pedestrian crossing.
5. Give particular consideration to the safety of older residents, disabled people, children and other vulnerable pedestrians.

The continuous flow of traffic along the A354, combined with the difficulty pedestrians experience in identifying safe gaps, raises legitimate concerns about pedestrian safety.

Victoria Square is an important location for residents and visitors, and safe pedestrian access is essential.
The objective is to ensure that pedestrians can cross the A354 at Victoria Square safely, confidently and without unnecessary risk.

6. Recommendation

It is recommended that Portland Town Council supports this request and submits the findings of the public consultation to Dorset Council Highways, asking that both proposed locations are formally considered.

The final decision on the location and type of crossing should be informed by Dorset Council's technical assessment and the views of the local community.

Easton Pedestrian Crossing

In July 2024, PTC referred several matters to Dorset Council Highways department including a request from a resident that the Easton Pedestrian Crossing be moved either towards the Co-op part of the road or converted into a pelican crossing.

Highways looked at this in 2019 and looked at 2 locations, moving it around to towards the Co-op and also moving it the other way off the bend. The location towards the Co-op met criteria whereas the other location did not.

The three Dorset councillors (Cllr's Cocking, Hughes & Kimber) were all given the results along with the fact that 6 parking spaces would be lost outside the Co-op and they all decided they did not want to pursue it on this basis.

Fast forward to today and safety matters have now increased due to the large number of HGV's transiting to and from Coombefield Quarry to offload inert waste. It is also on the number 11 bus route. Within the last 6 weeks or so I have witnessed 2 near misses between motor vehicles and pedestrians on the crossing.

It is requested that Dorset Council Highways give serious consideration to making this dangerous crossing light controlled (Pelican/Toucan/Zebra) whatever they are called these days, before a fatality occurs.

Cllr Charlie Flack