

PORTLAND TOWN COUNCIL

Council Offices
52 Easton Street
PORTLAND
Dorset
DT5 1BT

Tel: 01305 821638

E-mail: office@portlandtowncouncil.gov.uk

13th July 2016

Dear Councillor

You are hereby summoned to attend a **MEETING** of the **PLANNING & HIGHWAYS ADVISORY COMMITTEE**, to be held in **EASTON METHODIST CHURCH HALL, EASTON** on **WEDNESDAY, 20TH JULY 2016** commencing at **7.00 pm**, when the business set out below will be transacted.

It is the Council's intention that all meetings of the Council and its Committees be recorded aurally.

Yours faithfully

Ian Looker
Town Clerk

AGENDA

- 1. Apologies for Absence**
- 2. Declarations of Interest** – to receive any declarations from Councillors or Officers of pecuniary or non-pecuniary interests regarding matters to be considered at this meeting, together with a statement on the nature of those interests
- 3. Minutes of the Meeting held on 22nd June 2016** (attached)
- 4. Deputy Chairman's Report and Other Matters Arising** (see attached)
- 5. Neighbourhood Plan** – to receive an update on progress
- 6. Consultation on Planning Applications notified by Weymouth & Portland Borough Council**
Standard List of Planning Applications (attached)
- 7. Planning Contravention Issues**
- 8. Consultation on Planning Applications etc. notified by Dorset County Council**
- 9. Changes in District Planning Procedures** – to consider the Borough letter of 27th June 2016 (attached) and any further action
- 10. Date of Next Meeting**
The Committee's next meeting is scheduled for Wednesday, 24th August 2016, at Easton Methodist Church Hall, Easton, commencing at 7.00 pm.

Matters Arising

a) Minute 2447 – Planning Officer's Report and Other Matters Arising

The agenda item description has been modified accordingly.

b) Minute 2452 – Street Naming

The Borough proposes to adopt the name, Home Farm Close.

c) Discontinuance Notice

An appeal has been made against the discontinuance notice for Victoria Square. Submissions have to be received by 28th July. It is not known whether there has been an appeal against the notice for the hoarding in Fortuneswell.

d) Borough Planning Information

Our website manager has expressed strong reservations about the ability of Borough planning data to be converted to access on our own website. I shall try to bring this as an agenda item to the next meeting.

PTC Applications

For applications registered between 16/6/2016 and 12/7/2016

Date Valid	App. No	Location & Proposal	Agent & Applicant's Name
20/6/2016	16/150/RES	Scrubland Area in Port Estate between Foreshore and Incline Road, Portland Port Aquaculture building and associated external works (Reserved Matters)	Land Fish Ltd
PTC Recommendation.....			
23/6/2016	16/330/VOC	Castle Court Development Full Site, Mulberry Avenue Hybrid application for the conversion and extension of the former Navy facilities building (including demolition of the two-storey side wings and rear extensions) to provide residential apartments (full planning application); erection of residential dwellings/apartments and associated works (outline planning application with all matters reserved except access); total provision of up to 70 residential units, with a variation of condition 3 of planning permission reference 14/887/OUT - to retain most of the original structure instead of demolishing the rear side wings and form three new flats over garages to the rear, adjoining the existing building.	ZeroC Holdings Ltd
PTC Recommendation.....			

7/6/2016	16/414/LBC	41 Easton Street	Mr & Mrs Jones
		Erect sun room to rear	Steven Jones Plan Design
PTC Recommendation.....			
8/6/2016	16/421/FUL	15 Sea View	Mr Turner
		Extend existing garage	Steven Jones Plan Design
PTC Recommendation.....			
15/6/2016	16/452/FUL	Pennsylvania Cottage, 225 Church Ope Road	Mr D Hawkins
		Conversion of garage to annex accommodation ancillary to main dwelling	Mr R Keech
PTC Recommendation.....			
15/6/2016	16/453/FUL	4 Rip Croft	Mr G Moss
		Alterations to existing conservatory and utility room	Mr L Selby
PTC Recommendation.....			

23/6/2016	16/478/FUL	5 Spring Gardens	Dr Adam Carey
		Single-storey side extension to kitchen; dormer window to loft conversion on front elevation; first floor roof terrace to rear of property above single storey utility/shower room; Velux to rear elevation of main roof.	Over-see Ltd

PTC Recommendation.....

27/6/2016	16/487/LBC	Phoenix Caissons, Portland Harbour, Castletown	Nemesis Properties
		Erect six stone life-sized statues of American GI service men	Steven Jones Plan Design

PTC Recommendation.....



**Weymouth & Portland
Borough Council**

Weymouth & Portland Borough Council
Council Offices, Commercial Road
Weymouth, Dorset DT4 8NG
Tel: 01305 838000

www.dorsetforyou.gov.uk

**Head of Planning Development Management
and Building Control**

Our Ref: JM/HE

22 June 2016

Mr I Looker
Town Clerk
Portland Town Council
Council Offices
52 Easton Street
PORTLAND
Dorset DT5 1BT

237
27 JUN 2016

Dear Mr Looker

CHANGES IN DISTRICT PLANNING PROCEDURES

Thank you for your letter dated 14 June regarding the need for additional support for the Town Council going forward in respect of Planning.

As you rightly indicate the Partnership are reviewing all its procedures in relation to communication and in particular communication on planning applications at the moment and we launched a project with Town and Parish Councils at an event on 7 June in relation to digital communications going forward over the next 12 months. I am not sure if your Council attended this but the event participants were given presentations from parishes in North Dorset who already operate largely digitally together with updates from DAPTC and Dorset Broadband. As a result of this several parishes are proposing being in a pilot group to take forward changes in our communication with Town and Parishes which will be changing incrementally over the next 12 months. There are several elements to this including stopping providing a weekly list of applications service as this duplicates information already available online, stopping providing paper copies of all plans and documents, moving all parishes to .gov email addresses, having a standard email address for the clerk which is not a personal email address (so it passes with the clerk if the clerk changes) and requiring all comments to be submitted electronically by Town and Parishes via the Planning Portal with the aim to implement all changes by April next year. Some Town and Parish Councils, such as yourselves, already have some of these features in place but the vast majority don't.

The reason for next April being the proposed date of implementation in the final form is to allow time for Parish and Town Councils to consider how they would wish to consider planning matters within their own Council and what equipment they might need to do so as what will suit one will not suit another and to allow adequate time for precepts to be set to fund any equipment needs the Council's may require as I am afraid that there can be no support for the large number (over 100) of Town and Parish Councils and Parish Meetings which the Dorset Council's Partnership now serves.

Cont'd/...

I am sure you can appreciate that even to fund one piece of equipment per Council with this number of Parishes, would be extremely costly and the Borough Council has no funds available to assist with this. I am sure you will be disappointed by this but the timescale for implementing the final changes, namely no paper consultations, has been set given that we understand that Councils will need to make alternative arrangements and that this could take some time. Several Parish Clerks who already operate paperless within NDDC area, have offered advice to those considering alternatives, if this would be of assistance to you.

In respect of the switching off of paper consultations, the Town Council would still be able to seek copies of documents and plans, particularly for major applications from applicants, as most are willing to provide these as it is in applicant's interest to keep the local Councils informed.

There is no formal arrangement for providing comments on applications that have been determined contrary to TC or PC comments across the Partnership. I understand that officers present at previous Portland Town Council meetings have offered explanation where they have been the case officer but the best way of dealing with this would be to consider the officer report which will set out the planning considerations and if that doesn't provide adequate explanation, to contact the case officer direct who can explain the reasons behind decisions. Clearly, if the decision was made by the Planning Committee, you would need to consider the relevant committee minutes in addition to the officer recommendation. Both the officer reports and minutes of committee meetings are available online with the DorsetforYou website.

I hope this offers an explanation as to how planning applications in particular will be going forward in terms of digital channels. If the Town Council would like to join the pilot scheme, I believe there is still time to do so and I would suggest you contact Lynden Swift (lswift@dorset.gov.uk) if you are interested, by Friday 1 July so that you can participate in the next pilot group meeting.

Yours sincerely

Head of Planning (Development Management & Building Control)