



John Wright
Town Clerk

Lyme Regis Town Council

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Planning Committee

Core Membership: Cllr G. Turner, Cllr Mrs M. Ellis, Cllr J. Broom, Cllr J. Scowen, Cllr B. Larcombe MBE and Cllr S. Williams

Notice is hereby given of a meeting of the Planning Committee to be held in the Guildhall, Bridge Street, Lyme Regis, on Tuesday 28 May 2019 commencing at 7.00pm, when the following business is proposed to be transacted:


John Wright
Town Clerk
21.05.19

AGENDA

Election of Planning Committee Chairman and Vice-Chairman

1. Election of Chairman and Vice-Chairman

To allow the committee to receive nominations and elect its chairman and vice-chairman for the council year 2019-20

2. Terms of Reference

To allow the committee to receive its terms of reference

3. Public Forum

Twenty minutes will be made available for public comment and response in relation to items on this agenda.

Individuals will be permitted a maximum of three minutes each to address the committee

4. Apologies

To receive and record any apologies and reasons for absence.

5. Minutes

To confirm the accuracy of the minutes of the Planning Committee held on the 30 April 2019 (attached).

6. Disclosable Pecuniary Interests

Members are reminded that if they have a Disclosable Pecuniary Interest on their register of interests relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting and to do so would amount to a criminal offence. Similarly if you are or become aware of a Disclosable Pecuniary Interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days

7. Dispensations

To note the grant of dispensations made by the town clerk in relation to the business of this meeting.

8. Matters arising from the minutes of the Planning Committee meeting held on 30 April 2019

There are no matters arising on this agenda.

9. Update Report

There is no update report on this agenda

10. Planning Applications

To comment on planning applications submitted as per attached list including consideration of related correspondence.

Public comment

Prior to consideration of each planning application representations will be invited from members of the public either objecting to, or in support of, the application, subject to requests having previously been notified to the chairman or town clerk.

Individuals will be permitted a maximum of three minutes each to address the committee.

11. Amended/Additional Plans

There are no amended plans on this agenda.

12. Withdrawn Applications

There are no withdrawn applications on this agenda.

13. Planning Decisions

To note decisions of the planning authority on previously submitted planning applications as set out on the attached list.

14. Correspondence from Dorset Council regarding planning related matters

For members to be made aware of letters from West Dorset District Council relating to planning matters – there is no correspondence on this agenda

15. Exempt Business

Committee: Planning

Date: 28 May 2019

Title: Election of Chairman and Vice-Chairman

Purpose of Report

To allow the committee to receive nominations and elect its chairman and vice-chairman for the council year 2019/20

Recommendation

- a) The committee receives nominations for the chairman of this committee and elects its chairman for the council year 2019/20
- b) The committee receives nominations for the vice-chairman of this committee and elects its vice-chairman for the council year 2019/20

Background

- 1. On 15 May 2019, the council approved the terms of reference for its committee structure. The terms of reference have been amended so that each committee will elect its chairman and vice-chairman from among its membership.
- 2. Consequently, nominations are sought for the chairman and the vice-chairman of this committee.
- 3. The relevant standing orders that inform and govern the election of chairmen and vice-chairmen are detailed below.
- 4. Standing order 3.t states:

‘Unless standing orders provide otherwise, voting on any question shall be by a show of hands. At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his/her vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda. If at least two members so request voting may be by signed ballot.’
- 5. Standing order 8.a states:

‘Where more than 2 persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. Any tie may be settled by the Chairman’s casting vote. As the first business of a council is to elect a Chairman (the mayor in the case of Lyme Regis Town Council) who

AGENDA ITEM 1

is also an ex-officio voting member of all committees, he/she is in a position to open and Chair a subcommittee meeting temporarily, with the benefit of a casting vote, until a committee Chairman is elected. In the Mayor's absence, the Deputy Mayor could officiate in the same way. The Town Clerk or other officer cannot open or Chair a committee or sub-committee meeting.'

6. The election of the chairman and vice-chairman of the Planning Committee will be reported to the Full Council on 24 July 2019.

John Wright
Town clerk
May 2019

Committee: Planning

Date: 28 May 2019

Title: Terms of Reference

Purpose

To allow the committee to receive its terms of reference

Recommendation

The committee receives its terms of reference

Background

1. On 15 May 2019, the Full Council approved the terms of reference for its committees. Please note, the terms of reference refer to West Dorset District Council, which was replaced by Dorset Council on 1 April 2019.
2. The terms of reference for the Planning Committee, along with the general terms of reference that apply to all of the council's committees is attached, **appendix 2A**.
3. Any recommendations from this committee will be considered by the Full Council on 24 July 2019

John Wright
Town clerk
May 2019

Terms of Reference

2. Committees – General

- 2.1 The purpose of the council's committees is to consider issues under their remit. Issues will normally be outlined in a report prepared by officers and each report will normally include a recommendation.
- 2.2 Any recommendation(s) from a council committee will be considered at the subsequent meeting of the Full Council. Any decision or recommendation from a council committee has no status until it has been adopted by the Full Council by way of a resolution. This is unless a committee has devolved powers, i.e. Planning in respect of making recommendations direct to West Dorset District Council on planning applications.
- 2.3 Each committee will:
 - 2.3.1 Elect its chairman and vice-chairman from among its membership;
 - 2.3.2 Confirm the accuracy of the minutes of the last committee meeting;
 - 2.3.3 Agree and review the terms of reference for sub-committees, working or advisory groups that report to the committee;
 - 2.3.4 Receive nominations to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.5 Elect chairmen and vice-chairmen to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.6 Appoint any new sub-committees, working or advisory groups, confirmation of their terms of reference, the number of members (including, if appropriate, substitute councillors), receipt of nominations and the election of chairmen and vice-chairmen to them;
 - 2.3.7 To examine on behalf of the council various policies, strategies and plans relating to its subject area and to report these to the Full Council;
 - 2.3.8 To undertake reviews or policy development tasks in relation to any matters falling within the remit of the committee;
 - 2.3.9 To work with other relevant committees of the council where an area of work is shared with that committee.

- 2.4 Council-approved projects and objectives will be delegated to the relevant committee.
- 2.5 No business may be transacted at a committee meeting of the Full Council unless at least one third of the whole number of members of the committee are present and in no case shall the quorum of a meeting be less than three.

7. Planning

- 7.1 The purpose of the Planning Committee is to ensure the long-term interests of the town as a whole are taken into account in policies and decisions of the town, district and county councils, in so far as planning and highways issues are concerned.
 - 7.1.1 To make recommendations direct to West Dorset District Council on planning applications.
 - 7.1.2 The chairman and vice-chairman of the committee have delegated authority to make recommendations directly to West Dorset District Council on the committee's behalf if a comment is required before the next meeting.

AGENDA ITEM 5

**LYME REGIS TOWN COUNCIL
PLANNING COMMITTEE
MINUTES OF THE MEETING HELD ON TUESDAY 30 APRIL 2019**

Present:

Members: Cllr B. Larcombe (chairman), Cllr J Broom, Cllr Mrs C. Reynolds, Cllr G. Turner and Cllr S. Williams

Officers: Mr M. Green (deputy town clerk)

Absent: Cllr D. Hallett, Cllr P. Ridley and Cllr J. Scowen

18/150/P Public Forum

No member of the public present at the meeting wished to speak in the public forum.

18/151/P Apologies

Apologies for absence were given by Cllr Mrs M. Ellis,

18/152/P Minutes

Proposed by Cllr J. Broom and seconded by Cllr Mrs. C. Reynolds, the minutes of the meeting held on 2 April 2019 were **ADOPTED** without amendment.

18/153/P Disclosable Pecuniary Interests

There were no pecuniary interests declared in relation to the business of this meeting.

18/154/P Dispensations

There was no grant of dispensations made by the town clerk in relation to the business of this meeting.

18/155/P Matters arising from the minutes of the meeting held on 5 March 2019

There were no matters arising to be considered at this meeting.

18/156/P Update Report

There was no update report to be considered at this meeting.

AGENDA ITEM 5

18/157/P Planning Applications

Planning applications were considered in accordance with the details circulated.

The chairman introduced each planning application in turn and invited the views of members.

Members expressed their general concern about the apparent lack of comments from neighbours or the general public on any of the recent planning applications in Lyme Regis. This made it more difficult to understand the views or concerns of those most directly affected by individual applications and, if appropriate, to represent those views most effectively.

- 1) **WD/D/19/000459-FULL** (Received 18 April 2019)
Smith – Demolish conservatory and erect single storey rear extension. Form terrace with glass balustrade above lower ground floor level and insert patio doors to rear elevation at lower ground floor level – Satori, View Road, Lyme Regis, DT7 3AA

*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

- 2) **WD/D/19/000569-FULL** (Received 24 April 2019)
Kinnersley – Demolition of existing garage and erection of dwelling – Westfield, Cobb Road, Lyme Regis DT7 3JR

*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

- 3) **WD/D/19/000667-FULL** (Received 5 April 2019)
Mann – Erect dwelling and garage. – Somercroft, Somers Road, Lyme Regis, DT7 3EX

*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

- 4) **WD/D/19/000727-LISTED BUILDING CONSENT** (Received 12 April 2019)
Alner – Replacement of bay window and entrance doors. – 6A Broad Street, Lyme Regis, DT7 3DQ

*Members recommended that the application be **approved** because there were no material listing considerations that would warrant its refusal.*

- 5) **WD/D/19/000731-FULL** (Received 24 April 2019)
Deary – Erect front balcony – 19 Haye Close, Lyme Regis, DT7 3NJ

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*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

- 6) **WD/D/19/000733-LISTED BUILDING CONSENT** (Received 24 April 2019)
Eeles – Retention of back door – Eeles Pottery and Craft Gallery, 56 Broad Street, Lyme Regis, DT7 3QF

*Members recommended that the application be **approved** because there were no material listing considerations that would warrant its refusal.*

- 7) **WD/D/19/000736-LISTED BUILDING CONSENT** (Received 13 April 2019)
Cardtronics UK Ltd, trading as CASHZONE – Installation of a freestanding ATM and associated signage – 7 Broad Street, Lyme Regis DT7 3QD

*Members recommended that the application be **approved** because there were no material listing considerations that would warrant its refusal.*

- 8) **WD/D/19/000740-FULL** (Received 13 April 2019)
Alner – Relocation of vehicular entrance and driveway – Bonaventure House, Uplyme Road, Lyme Regis DT7 3LS

*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

- 9) **WD/D/19/000799-FULL** (Received 18 April 2019)
Trevett – Installation of stainless steel flue – 12 Henrys Way, Lyme Regis DT7 3BW

*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

- 10) **WD/D/19/000800-FULL** (Received 18 April 2019)
Petitt – Demolition of existing porch and the erection of a new porch to the south elevation, retain existing parapet wall detail to the lower flat roofs – 5 Highcliff Road, Lyme Regis, DT7 3EW

*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

- 11) **WD/D/19/000849-FULL** (Received 24 April 2019)
Tarrant – Change of use from A1 (retail) to mixed use as A1 (retail) and A5 (hot food and takeaway) – 4 Broad Street, Lyme Regis, DT7 3QD

*Members recommended that the application be **approved** because there were no material planning reasons for its refusal.*

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- 12) **WD/D/19/000850-LISTED BUILDING CONSENT** (Received 24 April 2019)
Tarrant – Installation of an extractor vent to north elevation of building – 4
Broad Street, Lyme Regis, DT7 3QD

*Members recommended that the application be **approved** because there were no material listing considerations that would warrant its refusal.*

18/158/P **Amended/Additional Plans**

Members noted the receipt of amended plans in respect of application WD/D/19/000233 but recommended that their views should remain unchanged, i.e., *'refusal given the overbearing size of the extension, and the impact and degree of intrusion upon the privacy of the neighbouring property.'*

18/159/P **Withdrawn Applications**

There were no withdrawn applications reported to this meeting.

NOTED

18/160/P **Planning Decisions**

The decisions of the planning authority were received. Members were particularly concerned about the decision of the planning authority to approve application WD/D/18/001538.

NOTED

18/161/P **Correspondence from West Dorset District Council and Dorset County Council regarding planning matters**

There was no correspondence to be considered at this meeting.

NOTED

The meeting closed at 7.40pm.

**LYME REGIS TOWN COUNCIL
PLANNING COMMITTEE –28 MAY 2019
PLANNING APPLICATIONS RECEIVED**

- 1) **WD/D/19/000663 FULL** (Received 27 April 2019)
Felton – Internal remodelling of existing first floor flat & conversion of remaining attic space to form ancillary accommodation and separate unit (studio flat) – 16A Church Street, Lyme Regis, DT7 3DB
- 2) **WD/D/19/001068 FULL** (Received 15 May 2019)
Haseman – Demolish existing garage buildings and replace with side extension – 11 Upper Westhill Road, Lyme Regis, DT7 3ER
- 3) **WD/D/19/001082 LISTED BUILDING CONSENT** (Received 15 May 2019)
Bramston – Renewal of slate walling, repair of external wall finishes, and replacement windows. – 14 Pound Street, Lyme Regis, DT7 3HZ

LYME REGIS TOWN COUNCIL
PLANNING COMMITTEE – 28 MAY 2019
PLANNING DECISIONS RECEIVED

Town council comments in italic

- 1) **WD/D/18/000058 FULL** (Received 14 May 2019)
Dean – Erect two storey rear extension with balcony – Rosslyn, Charmouth Road, Lyme Regis, DT7 3DW
Approval of Planning Permission
'Members recommended that the application be approved because there were no material planning reasons for it's refusal'.
- 2) **WD/D/19/000412 FULL** (Received 16 May 2019)
Hymans & Herdman Smith - Extend rear single storey extension (revised scheme to previously approved WD/D/18/000305 & WD/D/18/000306 – 53 Church Street, Lyme Regis, DT7 3DA)
Approval of Planning Permission
'Members recommended that the application be approved because there were no material planning reasons for it's refusal'
- 3) **WD/D/19/000413 LISTED BUILDING CONSENT** (Received 16 May 2019)
Hymans & Herdman Smith - Extend rear single storey extension (revised scheme to previously approved WD/D/18/000305 & WD/D/18/000306 – 53 Church Street, Lyme Regis, DT7 3DA)
Approval of Listed Building Consent
'Members recommended that the application be approved because there were no material planning reasons for it's refusal'