



John Wright
Town Clerk

Lyme Regis Town Council

Town Council Office
Guildhall Cottage
Church Street
Lyme Regis
Dorset
DT7 3BS

email:enquiries@lymeregistowncouncil.gov.uk

Tel: 01297 445175

Fax: 01297 443773

Planning Committee

Core Membership: Cllr G. Turner (chairman) Cllr C. Aldridge, Cllr S. Cockerell, Cllr M. Denney, Cllr S. Larcombe, Cllr P. May.

Notice is given of a meeting of the Planning Committee to be held at the **Guildhall, Bridge Street, Lyme Regis** on Tuesday 03 June 2025 commencing at 7pm when the following business is proposed to be transacted:

John Wright
Town Clerk
29.05.25

The open and transparent proceedings of Full Council and committee meetings will be audio recorded and recordings will be held for one year by the town council.

If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded.

If members of the public have any queries regarding audio recording of meetings, please contact the town clerk.

Members are reminded that in reaching decisions they should take into consideration the town council's decision to declare a climate emergency and ambition to become carbon neutral by 2030 and beyond.

AGENDA

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 2025/26.

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 29 April 2025 (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. Member Planning Recommendations

To note the planning recommendations

9. Matters arising from the minutes of the Planning Committee held on 29 April 2025 and from the planning recommendations obtained by email following the cancelled meeting of the Planning Committee scheduled to take place on 13.05.25

There are none.

10. Update Report

There are none.

11. Planning and Licencing Applications

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

12. Amended/Additional Plans

There are none.

13. Withdrawn Applications

To note the withdrawn applications

14. Planning Decisions

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

15. Correspondence from Dorset Council (DC) regarding planning-related matters

There are none.

**Lyme Regis Town Council
Planning Committee – 03 June 2025
Election of Chairman and Vice-Chairman**

Committee: Planning

Date: 03 June 2025.

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 2025/26.

Recommendation

- a) The committee receives nominations for the chairman of this committee and elects its chairman for the council year 2025/26.
- b) The committee receives nominations for the vice-chairman of this committee and elects its vice-chairman for the council year 2025/26.

Background

- 1. The terms of reference for the council's committee structure state 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 their 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 request, voting may be by signed ballot.'

- 5. Standing order 8.a states:

'Where more than two 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. A tie in votes may be settled by the casting vote exercisable by the chairman of the meeting.'

6. Standing order 8.b. states:

‘As the first business of a council is to elect a chairman (the mayor in the case of Lyme Regis Town Council) who is also an ex-officio voting member of all committees, they are in a position to open and chair a sub-committee 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.

7. The election of the chairman and vice-chairman of the Planning Committee will be reported to the Full Council on 06 August 2025.

John Wright
Town clerk
May 2025.

Committee: Planning

Date: 03 June 2025

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 28 May 2025, the Full Council approved the terms of reference for its committees.
2. The terms of reference for the Planning Committee, **appendix 2A**, along with the general terms of reference that apply to all of the council's committees are attached, **appendix 2B**.
3. Any recommendations from this committee will be considered by the Full Council on 06 August 2025

John Wright
Town clerk
May 2025

8. Planning

8.1 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.

8.1.1 To make recommendations direct to Dorset Council on planning applications.

8.1.2 The chairman and vice-chairman of the committee have delegated authority to make recommendations directly to Dorset Council on the committee's behalf if a comment is required before the next meeting.

8.1.3 To comment on licensing applications received from Dorset Council for the sale of alcohol.

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 may 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 Dorset 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.

**LYME REGIS TOWN COUNCIL
PLANNING COMMITTEE
MINUTES OF THE MEETING HELD ON TUESDAY 29 APRIL 2025**

Present:

Chairman: Cllr G. Turner

Members: Cllr C. Aldrige, Cllr M. Denney, Cllr S. Larcombe, Cllr P. May.

Officers: M. Green (deputy town clerk) A. Shepherd (administrative assistant)

24/272/P Public Forum

G. Caddy spoke in relation to planning application **P/FUL/2024/05592**. She noted Flat 9 had been the subject of previous applications which had been rejected by Dorset Council and the Planning Inspectorate. She said that the new application was only a reduction in size by 30cm and does not address the concerns of the conservation officer regarding the height and mass. She also explained a brief history of Stile House. She said the development fell within zone 3 for instability land within the Dorset Council area and that the recent survey by Peter Chapman states that there was a possibility of instability affecting the near surface slope materials, which has the potential to affect the footpath leading to Langmoor Gardens. Furthermore, the recent Hellis Report does not identify if the protected tree in the garden would be damaged should the application get approved, she also noted that a new Sweet Chesnutt tree is growing on the land and could be protected in the future. G. Caddy therefore recommends that the application is refused.

24/273/P Apologies for Absence

There were none.

24/274/P Minutes

Proposed by Cllr. P May and seconded by Cllr. C Aldridge the minutes of the meeting held on 1 April 2025 were **ADOPTED**.

24/275/P Disclosable Pecuniary Interests

There were none.

24/276/P Dispensations

There were none.

24/277/P Member planning recommendations

Noted.

24/278P Matters arising from the minutes of the Planning Committee held on 1 April 2025

There were none.

24/279/P Update Report

There were none.

24/280/P Planning and Licensing Applications

1. **P/FUL/2024/05592** (Received 17.04.25)
FULL PLANNING APPLICATION / AMENDED PLANS
Erect replacement dwelling
Farnham House, Flat 9 Stile Lane Lyme Regis DT7 3JD

The town council's comments remain the same as before, i.e. 'The town council recommends refusal of this application because its general design, scale, bulk and massing, including the height of its roofline, are considered out of keeping with and unsympathetic to its general location and nearby dwellings. The application also fails to address the reasons given for the refusal of a previous application (P/FUL/2022/06377), including on appeal. It is noted that the amount of glazing and balustrading on the seaward elevation may adversely impact on the important views inland from the Cobb. It is further noted that the geotechnical and arboricultural reports submitted with this application appear not to have been updated since the last, refused, application' with the added note that the new survey by Mr Chapman has done nothing to allay our concerns about land stability.

2. **P/HOU/2025/00618** (Received 26.03.25)
HOUSEHOLDER PLANNING PERMISSION
Replacement of existing outbuilding with single storey rear extension and removal of dormer on front elevation
5-6 Anchor House Monmouth Street Lyme Regis DT7 3PX

The town council recommends approval of the application because it is in accordance with the approved development plan, its scale and design is in keeping with the subject property and it has no detrimental effect to neighbours.

3. **P/HOU/2025/01649** (Received 31.03.25)
HOUSEHOLDER PLANNING PERMISSION
Single storey rear extension and loft conversion
24 Talbot Road Lyme Regis DT7 3BB

The town council recommends approval of the application because it is in accordance with the approved development plan, its scale and design is in keeping with the subject property and it has no detrimental effect to neighbours.

4. **P/LBC/2025/01615** (Received 01.04.25)
LISTED BUILDING CONSENT
Removal of existing render and application of new lime putty render. Installation of 1no. roof light. Creation of new scupper to east elevation
62A Broad Street Lyme Regis DT7 3QF

The town council recommends approval of the application because it is in accordance with the approved development plan, does not involve unacceptable or material harm to the Conservation Area.

5. **P/HOU/2025/01698** (Received 11.04.25)
HOUSEHOLDER PLANNING PERMISSION
Erection of a single-storey rear extension.
19 North Avenue Lyme Regis DT7 3AY

The town council recommends approval of the application because it is in accordance with the approved development plan, its scale and design is in keeping with the subject property and it has no detrimental effect to neighbours.

6. **P/HOU/2025/01940** (Received 11.04.25)
HOUSEHOLDER PLANNING PERMISSION
Construction of single storey extension, ramped access, driveway and mobility scooter store.
3 Dolphin Close Lyme Regis DT7 3PW

The town council recommends approval of the application because it is in accordance with the approved development plan, its scale and design is in keeping with the subject property, however there are concerns of the stability of the land where proposed extension will be.

7. **P/LBC/2025/02028** (Received 23.04.25)
LISTED BUILDING CONSENT
Internal and external alterations including re-rendering of front and rear facades, replacement of kitchen roof, re-covering of main roof, reconstruction of dormer to rear, alterations to party walls to improve resistance to spread of fire
27 Coombe Street Lyme Regis DT7 3PP

The town council supports this application, subject to any concerns of the planning and conservation officers being addressed.

24/281/P Amended/Additional Plans

There were none.

24/282/P Withdrawn Applications

There were none.

24/283/P Planning Decisions

Noted.

24/284/P Planning Correspondence

There were none.

The meeting closed at 7:45pm.

**Lyme Regis Town Council
Planning Committee – 03 June 2025
Planning and Licencing Applications**

1. **P/LBC/2025/02592 (Received 13.05.25)**
LISTED BUILDING CONSENT
Replace all windows and French doors (which are double glazed) with white painted hardwood double glazed windows to match existing and carry out minor internal alterations
Flat 8 Stile House Stile Lane Lyme Regis DT7 3JD
2. **P/LBC/2025/02405 (Received 14.05.25)**
LISTED BUILDING CONSENT
Replacement of flat roof and replace guttering to address water ingress on the Northern side of the property. Remove failed render from the external party wall and repair wall as necessary before re-rendering. Repair flashing onto neighbouring roof. (Town Mill Bakery). Repair small sash window and replace flashing like-for-like. Address stonework under failed window cills on two larger first floor windows.
4A Coombe Street Lyme Regis DT7 3PY
3. **P/LBC/2025/02347 (Received 20.05.25)**
LISTED BUILDING CONSENT
Internal and external works to include the replacement of roof slates, battens and rafters, insulation, underlay and fibreglass flat roofs, repairs to chimney; repairs to internal walls and ceilings.
Shire End, Centre House Cobb Road Lyme Regis DT7 3JP
4. **P/LBC/2025/02523 (Received 21.05.25)**
LISTED BUILDING CONSENT
Fit new logo to existing fascia, add new projecting sign; remove modern shop fittings, wall linings and drop in grid ceiling tiles, redecorate and fit new lighting and heating, ventilation and air conditioning
45 Broad Street Lyme Regis DT7 3QF
5. **P/HOU/2025/02826 (Received 22.05.25)**
HOUSEHOLDER PLANNING PERMISSION
Replacement roof including new rooflights.
9 Sherborne Lane Lyme Regis DT7 3NY
6. **P/LBC/2025/02827 (Received 22.05.25)**
LISTED BUILDING CONSENT
Replacement roof including new rooflights. Minor internal alterations to enlarge kitchen and create new shower room. Replace rear sliding doors with bifold doors
9 Sherborne Lane Lyme Regis DT7 3NY
7. **P/FUL/2025/02625 (Received 22.05.25)**
FULL PLANNING APPLICATION
Change UPVC windows and doors to wooden framed windows and doors
Flat 64 Broad Street Lyme Regis DT7 3QF

8. P/LBC/2025/02624 (Received 22.05.25)

LISTED BUILDING CONSENT

Internal alterations to stairs and walls, externally change UPVC windows and doors to wooden framed windows and doors

Flat 64 Broad Street Lyme Regis DT7 3QF

9. P/FUL/2025/02770 (Received 27.05.25)

FULL PLANNING APPLICATION

Conversion and renovation of house to form two separate dwellings plus creation of additional holiday letting unit in garden

1 Sunnybank Marine Parade Lyme Regis DT7 3JE

**Lyme Regis Town Council
Planning Committee – 03 June 2025
Withdrawn Applications**

1. **P/FUL/2025/00488** (Withdrawn on 19.05.25)
FULL PLANNING APPLICATION (Recommended Objection)
Demolition of domestic garage and shed, replacement with dwelling
St Martins Cottage West Hill Road Lyme Regis DT7 3LW

**Lyme Regis Town Council
Planning Committee – 03 June 2025
Planning Decisions**

- 1. P/NMA/2025/02542** (Decision date 06.05.25)
NON MATERIAL AMENDMENT – GRANTED
Non material amendment - raise valley junctions on dormer windows to planning permission P/HOU/2024/03245 (Erection of side extension and conversion of loft to include formation of dormer windows)
46 Talbot Road Lyme Regis DT7 3BB
- 2. P/LBC/2025/01615** (Decision date 07.05.25)
LISTED BUILDING CONSENT – GRANTED (Recommended Approval)
Removal of existing render and application of new lime putty render. Installation of 1no. roof light. Creation of new scupper to east elevation.
62A Broad Street Lyme Regis DT7 3QF
- 3. P/HOU/2025/01940** (Decision date 23.05.25)
HOUSEHOLDER PLANNING PERMISSION – GRANTED (Recommended Approval)
Construction of single storey extension, ramped access, driveway and mobility scooter store.
3 Dolphin Close Lyme Regis DT7 3PW
- 4. P/HOU/2025/01649** (Decision date 19.05.25)
HOUSEHOLDER PLANNING PERMISSION – GRANTED (Recommended Approval)
Single storey rear extension and loft conversion
24 Talbot Road Lyme Regis DT7 3BB
- 5. P/HOU/2025/00618** (Decision date 30.04.25)
HOUSEHOLDER PLANNING PERMISSION – GRANTED (Recommended Approval)
Replacement of existing outbuilding with single storey rear extension and removal of dormer on front elevation
5-6 Anchor House Monmouth Street Lyme Regis DT7 3PX
- 6. P/HOU/2025/00922** (Decision date 17.04.25)
HOUSEHOLDER PLANNING PERMISSION – GRANTED (Recommended Approval)
Erect porch extension.
The Coach House Haye Lane Lyme Regis DT7 3NQ
- 7. P/LBC/2025/01422** (Decision date 01.05.25)
LISTED BUILDING CONSENT – GRANTED (Recommended Approval)
Proposed replacement of external entrance columns
17 Broad Street Lyme Regis DT7 3QE
- 8. P/HOU/2025/01940** (Decision date 23.05.25)
HOUSEHOLDER PLANNING PERMISSION (Recommended Approval)
Construction of single storey extension, ramped access, driveway and mobility scooter store
3 Dolphin Close Lyme Regis DT7 3PW