

Minutes of a meeting of the **Policy Group** of the Purbeck District Council held in the Council Chamber, Westport House, Wareham on Wednesday 22 November 2017 at 7.00pm.

Present:-

Councillor Gary Suttle (Chairman)
Councillor Barry Quinn (Vice-Chairman)

Councillors Cherry Brooks, Laura Miller, Bill Pipe and Peter Webb

Also present: Councillors Malcolm Barnes, David Budd, Fred Drane and Bill Trite

Officers in attendance for all or part of the meeting: Sue Bellamy, Senior Planning Policy Officer; Fiona Brown, Housing Manager; Bridget Downton, General Manager – Planning and Community Services; Russell Gibson, Technical Accountant; Sue Joyce, General Manager – Resources; Rebecca Kirk, General Manager – Public Health and Housing; Steve Mackenzie, Chief Executive; Kirsty Riglar, Democratic and Electoral Services Manager and Benjamin Webb, Design and Conservation Officer.

(Note: These minutes have been prepared by officers as a record of the meeting and of any decisions reached. They are to be considered and confirmed at the next meeting of the Group).

49.17/18 **Apologies**

There were no apologies for absence.

50.17/18 **Urgent items**

The Chairman reported there were no urgent items.

51.17/18 **Public participation time**

Councillor Paul Johns of Lytchett Minster and Upton Town Council reported that the Town Council supported the proposed changes to the scheme of delegation to enable automatic referral of a planning application for consideration by the Planning Committee if three councillors representing the Ward in which the development was proposed or adjacent Wards request it.

Mr Nigel Hill of Moreton asked questions relating to the evidence to be presented to the Planning Inspector in relation to economic growth in view of the fact that the Innovation Centre at Dorset Innovation Park would not be progressed and the lack of account taken of the impact of emerging technologies on future employment in the documents informing the Local Plan Review. The Leader of the Council explained that the evidence to be presented to the Planning Inspector would be the information published on the Council's website. The General Manager – Planning and Community Services added that one of the reasons that the Government had recently consulted on the methodology for housing numbers was to remove the link to economic projections as this was such a difficult thing to project.

Councillor Tony Higgins of Church Knowle Parish Council addressed Policy Group in relation to the East Creech Conservation Area review. He welcomed the changes

made to the original proposals which now incorporated the whole of Creech Barrow and took a more holistic view of the area. He referred to the Roman villa site, mentioned in the original designation in 1990 as being of special historical interest, and considered that this should be included within the revised boundary of the Conservation Area. He also drew attention to the fact that some local long barrows were not included within the designated area.

Ms Josephine Parish of Corfe Castle asked whether the questionnaire to be sent to all households as part of the Local Plan Review consultation would be a consultation response form. The Leader of the Council confirmed that this would be the case and that each form would be individually numbered.

Mr Peter Bowyer, Chairman of the Pan Purbeck Action Campaign, asked on what date the Local Plan Review consultation would commence. The General Manager – Planning and Community Services explained that it was anticipated that this would commence at the end of January 2018. Work was currently underway to finalise the questionnaire in readiness for printing and distribution to all households in the district.

52.17/18 **Minutes**

Resolved that the minutes of the meeting held on 18 October 2017 be taken as read, confirmed and signed by the Chairman.

53.17/18 **Declarations of Interest by Members**

There were no declarations of disclosable pecuniary interests.

54.17/18 **East Creech Conservation Area review**

The Design and Conservation Officer presented a report proposing that the draft appraisal and boundary proposals prepared for East Creech Conservation Area be approved for formal adoption. Members were reminded that this had been previously considered by Policy Group and Council, when it was referred back to enable further engagement with the community and parish councils regarding the Morden and East Creech Conservation Areas. An event for residents and parish representatives of both East Creech and Morden was held on 6 September 2017 and some changes to the original proposals had been made in response to the issues raised. In relation to the Roman villa site, the location of this had been investigated following the meeting and it was explained that this lay to the north east of the hamlet, outside the Conservation Area.

The General Manager – Planning and Community Services reminded Members of the purpose of a Conservation Area and that this was not the only means of protection for important landscape characteristics. She added that the current reviews were being undertaken to ensure a consistency of approach to the designation of Conservation Areas and that there were many sites of archaeological significance across the district which were not within Conservation Areas.

The local Ward Member for Creech Barrow expressed his concern that Church Knowle Parish Council had not been consulted on the revised proposals. He added that local residents believed that the Roman villa site was within the existing Conservation Area boundary. The General Manager acknowledged that the Parish Council had not been informed of when the proposals would be considered by Policy Group but felt that there

had been a full and frank dialogue with the local community, to which officers had responded.

Following further discussion, it was identified that the Roman villa site to which local residents were referring lay to the north of the settlement but did not appear on Historic England's schedule of ancient monuments. Officers reiterated that the Roman villa site did not meet any of the criteria for inclusion within a Conservation Area.

Members acknowledged the need for the Council to take a consistent approach to the designation of Conservation Areas across the district and that to deviate from this could set a precedent for the designation of Areas which reflected the identity of place for specific local communities but did not comply with objective criteria for designation. It was noted that further engagement had already been undertaken with the local community and that, consequently, the proposals had been amended. It was therefore agreed that it was appropriate to recommend to Council that the proposals be adopted.

Resolved that a report be submitted to Council recommending that the appraisal and boundary proposals prepared for the East Creech Conservation Area be adopted.

55.17/18 **Forward Plan**

The Policy Group considered the current Forward Plan. The Chief Executive drew attention to the fact that a report about local government reorganisation would be considered by Council at its December meeting. It was also noted that the entry relating to the future service delivery of the Purbeck Sports Centre required updating following the decision made by Council at its meeting the previous week.

Resolved that the Forward Plan be received.

56.17/18 **Local Plan Review**

The General Manager – Planning and Community Services reiterated that it was anticipated that the next consultation would commence at the end of January 2018. The Leader of the Council added that significant progress was being made on preparation for the consultation and he hoped that people would be pleased with the consultation document.

57.17/18 **Proposed fees and charges 2018/19**

The General Manager – Resources presented a report seeking support for the proposed fees and charges for inclusion in the draft 2018/19 budget. These would form the basis of the income estimates for 2018/19. The proposed discretionary fees and charges, together with estimated volumes, were anticipated to increase the relevant income by 0.4%. Statutory fees and charges were anticipated to increase this income by 18.6%, due to an increase in the planning application fee budget of £60,000. The overall increase was therefore 4.6%, which compared favourably with the target of 2%. It was noted that the proposed fees and charges budgets would continue to be reviewed before inclusion in the draft budget.

Particular attention was drawn to the proposed increase in some discretionary charges to ensure cost recovery and the proposed change to pay and display car park charges at Norden.

In response to a Member's question, the General Manager – Public Health and Housing confirmed that the reduction in the anticipated income from food safety hygiene rating system revisits was due to the low number of these requested from local businesses.

Resolved that:

- (1) broad support be given to the proposed fees and charges to be used as the basis for preparing the draft 2018/419 revenue budget, as set out in Appendix 1 to the report, and the fixed penalty notices set out in Appendix 4; and
- (2) the statutory fees and charges, as set out in Appendix 2, be noted.

58.17/18 **Proposed Capital Programme 2018/19 – 2022/23**

The General Manager – Resources presented a report seeking support for the proposed Capital Programme for 2018/19 to 2022/23. If supported, the revenue implications of this would be built into the draft revenue budget for 2018/19 and submitted to Council in February 2018 for approval as part of the budget report. Particular attention was drawn to the proposed deletion from the programme of the approved £8.170m capital project to deliver the Dorset Innovation Park – Phase 2 – Innovation Centre, as this was now unlikely to progress. The deletion of this project would negate the need for internal borrowing to fund the proposed Capital Programme.

In response to a Member's question, it was clarified that if it was agreed to delete the Dorset Innovation Park – Phase 2 project from the Programme, an alternative project could be brought to Policy Group and Council for approval at any time in the future. On this basis, Members agreed that it was sensible to delete the existing project from the Programme.

Resolved that the proposed Capital Programme for 2018/19 to 2022/23, as set out in Appendices 1 and 2 to the report, be supported as a basis for the preparation of the budget for 2018/19.

****Recommended** that Council agree to the deletion of the approved £8.170m capital project to deliver Dorset Innovation Park – Phase 2 – Innovation Centre.

59.17/18 **Report from Policy Development Panel on planning and enforcement**

The General Manager – Planning and Community Services presented the findings of the Policy Development Panel set up to review the operation of the scheme of delegation in relation to planning applications and the current management information in relation to planning enforcement provided to Councillors. A number of updates to the scheme of delegation were proposed. She added that an email had been received from Lytchett Minster and Upton Town Council expressing support for the proposed change to the referral process.

Members of the Policy Development Panel expressed their support for the proposals, considering that this would improve the experience of Members seeking to refer planning applications for consideration by the Planning Committee. Attention was also drawn to the proposal that the arrangements be reviewed after a year of operation.

Resolved that:

- (1) a report be submitted to Council requesting that the changes to the scheme of delegation shown in Appendix 1 to the report be adopted; and
- (2) Policy Group reviews the scheme of delegation again a year after adoption of the changes.

60.17/18 **Purbeck Health and Social Care Masterplan – Memorandum of Understanding**

The Chief Executive presented a report seeking approval to a Memorandum of Understanding for the development of a masterplan for the provision of health and social care in Wareham, in partnership with Dorset County Council and NHS organisations. He explained that at a meeting chaired by the Portfolio Holder for Communities and Involvement, Chief Executives of the District Council, County Council, NHS Dorset Clinical Commissioning Group and Dorset Healthcare NHS Foundation Trust agreed to work together to jointly develop plans to improve integrated health, social care and housing services in Wareham. To formalise this, a Memorandum of Understanding had been developed setting out the scope and aims of the partnership. The next step would be to agree shared governance arrangements and the project plan for the delivery of this development. Members were informed that the former Wareham Middle School site provided an opportunity for consideration as a health hub, although it was understood that the refurbishment of the current Wareham Hospital site was also being considered.

The Portfolio Holder for Communities and Involvement expressed his support for this development, explaining that this was separate to the Clinical Commissioning Group's Clinical Services Review. He considered that the vacant Wareham Middle School site provided an ideal location for a hub enabling the integrated provision of health, social care and housing services. He pointed out that this pilot could lead to a model which was rolled out across Dorset.

Members expressed their support for the proposals, expressing a preference for the use of the Wareham Middle School site over that of Wareham Hospital.

Resolved that a report be submitted to Council recommending that the Memorandum of Understanding is signed by the Chief Executive on behalf of the Council.

61.17/18 **Piddle Valley Conservation Area review**

The Design and Conservation Officer presented a report proposing that the draft appraisal and boundary proposals prepared for Piddle Valley Conservation Area be approved for formal adoption. A six week period of formal public consultation on the draft boundary proposals and appraisal in late 2016 / early 2017 and, following this, a parish meeting was attended by officers in September 2017 to explain changes made to the boundary proposal as a result of the consultation. These changes were well received by Affpuddle and Turnerspuddle Parish Council.

Resolved that a report be submitted to Council recommending that the appraisal and boundary proposals prepared for the Piddle Valley Conservation Area be adopted.

62.17/18 **Morden Conservation Area review**

The Design and Conservation Officer presented a report proposing that the draft appraisal and boundary proposals prepared for Morden Conservation Area be approved for formal adoption. Members were reminded that this had been previously considered by Policy Group and Council, when it was referred back to enable further engagement with Morden Parish Council on the proposals. An event for residents and parish representatives of both Morden and East Creech was held on 6 September 2017 and a change to the original proposals had been made in response to a request from the Parish Council.

Resolved that a report be submitted to Council recommending that the appraisal and boundary proposals prepared for the Morden Conservation Area be adopted.

63.17/18 **South Western Railway proposed train timetable consultation**

The Senior Planning Policy Officer presented a report regarding proposed changes to the timetable for south-east Dorset to London Waterloo via Southampton and a proposed response for approval by Council. She outlined the proposed changes which would potentially impact travellers in Purbeck.

Members noted that Dorset County Council had raised concerns about capacity on evening peak trains for Dorset – London commuters returning home and would raise this with South Western Railway. It was suggested that it would be sensible to add this to the Council's response.

In response to a Member's question, the General Manager – Planning and Community Services explained that a small number of parish and town councils had shared their views on the consultation with officers but were encouraged to submit their own responses to South Western Railway.

Resolved that a report be submitted to Council recommending that it responds to the South Western Railway consultation as follows:

Purbeck District Council

- (i) accepts that changes in connectivity at smaller stations are required to provide reduced journey times of some Weymouth to London Waterloo direct services;
- (ii) notes that local commuters will enjoy an overall improved service;
- (iii) wishes to emphasise the importance of increased passenger capacity between Weymouth and Bournemouth, where trains are generally reduced to five cars; and
- (iv) seeks assurances that evening peak services from London Waterloo to southern Dorset will have sufficient capacity for returning commuters.

64.17/18 **Draft Brownfield Land Register**

The Senior Planning Policy Officer presented a report seeking approval of the draft brownfield land register. This had been developed to comply with the requirement placed on councils by the Town and Country Planning (Brownfield Land Register)

Regulations 2017. Registers needed to be in two parts; the first must be completed by 31 December 2017 and set out all of the brownfield sites that were suitable, available and achievable for housing development (according to specific criteria).

Twelve sites were considered to be appropriate for residential development, according to the criteria. These totalled around 5.3ha of brownfield land and could deliver approximately 159 homes. Four of the sites were not identified previously and could provide 52 dwellings, including 14 affordable homes. However, Members were informed that there was no guarantee of planning permission for these sites.

In response to a Member's question, officers explained that the criteria required that the register included sites at least 0.25ha in size or capable of accommodating five or more units. However, a brownfield site which did not meet the size of capacity criteria for inclusion in the register could still be brought forward for planning permission.

In response to a Member's question in relation to one of the sites listed in the draft register, the Senior Planning Policy Officer undertook to check the position in relation to sites which were listed as accommodating a larger number of dwellings than included in any extant planning permissions and to update the report submitted to Council accordingly.

Resolved that a report be submitted to Council recommending publication of the Brownfield Land Register Part 1.

65.17/18 **Exclusion of Public and Press**

Resolved that under Section 100A(4) of the Local Government Act 1972 the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

66.17/18 **Proposed property purchase**

The Housing Manager presented a report regarding the proposed purchase of a property in Upton for use as temporary accommodation. She explained that the Council was experiencing an increase in both demand for temporary accommodation and the length of time in which households were staying in such accommodation.

Resolved that a report be submitted to Council recommending approval of the recommendations set out in the exempt report.

The meeting ended at 8:39pm.

Chairman