

Charmouth Parish Council

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MINUTES OF THE PLANNING COMMITTEE MEETING HELD AT 5.30PM ON TUESDAY 14 JULY 2026 AT THE ELMS

In attendance: Cllrs Julie Leah (Chair), Katie Moore, Sally Roberts, Judith Sheppard, Mike Smith and the Clerk, Lisa Tuck

PL26/17 ELECTION OF CHAIR

Julie Leah was nominated by Katie Moore following no other nominations, this was seconded by Sally Roberts and it was

RESOLVED that Julie Leah be elected as Chair of the Planning Committee for the coming year.

PL26/18 ELECTION OF VICE CHAIR

Judith Sheppard was nominated by Julie Leah, following no other nominations, this was seconded by Katie Moore and it was

RESOLVED that Judith Sheppard be elected as Vice Chair of the Planning Committee for the coming year.

PL26/19 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS – No members of the public were present.

PL26/20 APOLOGIES FOR ABSENCE – No apologies for absence were received.

PL26/21 DISPENSATIONS – No dispensations had been received.

PL26/22 DECLARATIONS OF INTEREST – No declarations of interest were received.

PL26/23 MINUTES

RESOLVED that the minutes of the meeting of the Planning Committee held on 12 May 2026, circulated to members, were a correct record and these were signed by the Chair.

PL26/24 APPLICATIONS

Dealt with by delegated authority due to timescales:

- (a) Application No. P/HOU/2026/02471 The Hideaway, Lower Sea Lane – Add windows, rooflights and reclad garage to form ancillary accommodation - **The Parish Council has no objection to this application as it complies with the Charmouth Neighbourhood Plan.**

Reasons for support:

- 1. The garage is not currently used for parking, and the driveway of Hideaway has ample parking space so that conversion of the garage would not create the need for more parking elsewhere.**
- 2. As Hideaway is a small property, the creation of a separate area for accommodation complies with the aim of the Neighbourhood Plan to improve the current housing stock to create flexible living arrangements and support families.**

Concerns / queries:

1. There is some concern that the removal of an area used for storage might lead to the need for the creation of a secondary storage building elsewhere. If this is the case, it would ideally be on current hard standing.

2. It is assumed that appropriate insulation will be put in place to ensure temperature stability.
Granted 15/06/26.

- (b) Application No. P/HOU/2026/02730 4 George's Close – Front porch extension, conversion of rear garage into utility, replace rear garage window with external door and minor internal alterations - **The Parish Council supports this planning application which is in line with the Charmouth Neighbourhood Plan as the modifications will be in keeping with the style of the building and are unlikely to have any negative impact on the visual street scene as well as improving the long-term usability of the current build (Policies H4 and H5). The energy efficiency of the house is also likely to be improved by adding a porch as this reduces drafts into the main body of the property. This complies with Policy CC1.**

As there appears to be ample parking in front of the house, the Parish Council is not concerned about the impact of removing the garage or available parking.

However, the Parish Council is concerned about a discrepancy in the Application Form under the Biodiversity checklist, question 7 where it states that “none of the above” are affected. It should say that a “garage” is affected as this is part of the application. The Parish Council would like to see this anomaly addressed to ensure correct surveys are carried out.

Granted 23/6/26.

- (c) Application No. P/HOU/2026/02735 Kittiwake, Higher Sea Lane – Demolition of existing conservatory and replacement with an Orangery; extension of porch canopy and installation of posts - **The Parish Council has no objection to the proposed development which complies with the Charmouth Neighbourhood Plan policy of improving energy efficiency of existing housing stock as the main aim is to replace the existing conservatory with a more useable and energy efficient structure. The modification of the existing porch area is unlikely to have any detrimental impact on the appearance of the property.**

The Parish Council would like to comment on the potential biodiversity impact from dust and run off during building work. There is a small stream / ditch running close to the property which gathers run off and passes to the reed bed at the Foreshore which has SSSI status. There is also an important area of scrubland running alongside this stream and the SSSI meadow at the cliff area. Whilst the checklist indicates these features are not present, the Parish Council would like them noted and taken into account. A screenshot of the area is attached showing the proximity to the scrub area the ditch runs through and the cliff area.

- (d) Application No. P/HOU/2026/02845 Sanctuary Cottage, Higher Sea Lane – Balcony above sunroom - **The Parish Council has no objection to this proposal which will have minimal impact on the appearance of the property.**

The Parish Council would like to comment on the potential biodiversity impact of the project. It is known that swifts nest at this property which should be considered when timing the work and also, if it is found that the balcony will impact on future nesting, swift boxes could be placed in suitable other locations on the cottage to mediate the impact. The Parish Council would also like to note there is a small stream / ditch running close to the property which gathers run off and passes to the reed bed at the Foreshore which has SSSI status. There is also an important area of scrubland running alongside this stream opposite Sanctuary Cottage as well as the SSSI meadow at the cliff area. Whilst the checklist indicates these features are not present, the Parish Council would like them noted and taken into account. A screenshot of the area is attached showing the proximity to the scrub area the ditch runs through and the cliff area.

- (e) Application No. P/HOU/2026/03091 8 Downside Close – Convert existing garage to a bedroom and utility room. Remove existing external fire stair, balcony and overclad and insulate all existing external walls and roof to improve thermal performance and provide additional brise soleil solar shading to the south elevation. Construct an open sided car port and studio and construct a timber garden pergola - **The Parish Council has no objection to this application which aims to increase the energy efficiency of the property whilst incorporating methods to improve the living space and usability of the house and garden whilst retaining and improving access.**

There appears to be only a minimal change to the footprint by the addition of an extra covered entrance area. The change of use of the garage is compensated for by the creation of a car port and as there is a large driveway providing ample parking the Parish Council does not object to this conversion. The garden is of sufficient size that the building of the garden studio and pergolas will not have significant impact on the green space, particularly as there are proposed biodiversity enhancements, including green roofing of the garage and studio.

This all complies with the aims and policies of the Charmouth Neighbourhood Plan.

- (f) Application No. P/ESC/2026/03327 Wood Farm Caravan Park – Request for an EIA Screening Opinion under Regulation 6(1) of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 for the conversion of 31 touring caravan pitches/camping pods to 27 static and lodge-style caravan pitches together with environmental improvements – **No comments sought. Granted 3/7/26.**

To be dealt with at the meeting:

- (g) Application No. P/VOC/2026/03532 Greenloft House, Lily Farm Buildings, Old Lyme Hill – Convert barn to holiday accommodation (with variation of Conditions 2 & 3 of Planning Permission 1/D/09/001624) the conditions to be removed to allow dwelling to be occupied as an unrestricted C3 dwelling – **Comment was made about the footpath going right through the building which, it was noted, had been raised in the Rights of Way Officer's letter. It was felt that no comments were required to be made.**

PL26/25 APPROVAL/REFUSAL/WITHDRAWAL OF PLANNING PERMISSION/TREE APPLICATIONS

The portal is checked weekly and to date no other applications are showing as approved/refused.

- (a) Application No. P/CLE/2026/01879 Greenloft House, Lily Farm Buildings, Old Lyme Hill – Certificate of lawfulness to continue use as a permanent residence without the holiday accommodation occupancy restriction – only evidence in support or against accepted. **Granted 9/6/26.**
- (b) Application No. P/CLP/2026/02133 Pine Tree House, Lower Sea Lane – Internal Alterations, erection of a single storey rear extension and minor external works to a single dwelling. Certificate of Lawful Use Proposed – for information purposes only. **Granted 2/6/26.**
- (c) Application No. P/VOC/2026/00871 Land South of Nutcombe Close – Erection of a detached dwelling (with variation of Conditions 3,4,5,6,7,8 and 9 of Planning permission P/FUL/2023/02723) **Granted 1/7/26.**
- (d) Application No. P/FUL/2025/05167 Romany, Lower Sea Lane – Erection of Replacement Dwelling **Still showing as undetermined as of 8/7/26**
- (e) Application No. P/TRT/2026/02957 Charmouth Library – T1 Ash, remove dead and hanging branches, cut size will vary 10-20cm – **The Parish Council has no objection to this application. Granted 24/6/26.**
- (f) Application No. P/TRT/2026/03345 5 George's Close – T1 Yew, Reduce and maintain shape by approx. 0.5m, lift limbs over the garage; T2 Leylandii, Reduce height by approx. 2m to previous

reduction points, reduce neighbours side by 0.5m to fence line; T3 Holly, Reduce height by approx. 2m to old reduction points, reduce neighbours side by approx. 0.5m to fence line; T4 Elms, Fell; T5 Griselinia, Reduce by approx. 0.5m maintain shape remove deadwood; T6 Magnolia, Fell - **Charmouth Parish Council has no objection to removal of the dead elm and the magnolia which is close to the wall, as well as no objection to managing the size of the other trees, as specified. However, the Parish Council would like to ensure the work is done in the late Autumn / Winter to avoid disturbing wildlife. Undetermined as of 8/7/26.**

It was agreed that a letter be sent to DC asking if they can request the timing of tree work when an application is approved.

PL26/26 CORRESPONDENCE/OTHER

- (a) Correspondence from resident at Fernhill Heights concerning restrictions – Julie Leah is to seek further information/advice prior to drafting a letter to DC Planners – **More information was forthcoming about the potential feeling of the residents of Fernhill Heights regarding the relaxation of the holiday let restrictions and once this had been confirmed, DC would be requested to look at all areas of Charmouth with empty accommodation with a view to whether restrictions could be lifted to allow these to be permanent accommodation.**
- (b) BCP & Dorset Council Employment Land Study to Inform Local Plans – email from DAPTC circulated 2 March with proposed questions to Town and Parish Council in readiness for consultation in late March – nothing further received as yet.

The meeting closed at 5.50pm.