

Charmouth Parish Council

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MINUTES OF THE PLANNING COMMITTEE MEETING HELD AT 6.00PM ON TUESDAY 11 MARCH 2025 AT THE ELMS

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

FGP25/09 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS – No members of the public were present.

PL25/10 APOLOGIES FOR ABSENCE – No apologies for absence were received but Matt Smith was not present.

PL25/11 DISPENSATIONS – No dispensations had been received.

PL25/12 DECLARATIONS OF INTEREST – There were no declarations of interest.

PL25/13 MINUTES

RESOLVED that the minutes of the meeting of the Planning Committee held on 14 January 2025, circulated to members, were a correct record and these were signed by the Chair.

PL25/14 APPLICATIONS

Dealt with by delegated authority due to timescales:

- (a) Application No. P/VOC/2025/00424 Garden Cottage, The Street – Double Garage with first floor store (with variation of condition 6 to planning approval 1/D/10/001259 to move the garage ownership to dwelling approved under WD/D/20/002875) - **It is not clear from the plans whether the two parking spaces shown in location plan P-VOC-2025-00424_Plans_2234293 as provided for Garden Cottage are to be retained for use by Garden Cottage or whether the division of the land with a new wall means these spaces are no longer accessible. Due to lack of parking in Charmouth, the Neighbourhood plan specifically states in Policy GA2 that “development that would lead to the loss of parking spaces, on existing sites or on roads, will not be supported unless it can be demonstrated there is excess parking provision or replacement parking is provided resulting in no net loss”.**

The Parish Council can only support this application provided the parking for Garden Cottage remains accessible to this property.

Julie Leah reported that following comment by Judith Sheppard, the Planning Officer was contacted to ask about the parking and after comments were submitted, the applicant contacted the Clerk to confirm that the parking is to remain for Garden Cottage with pedestrian access to the rear and an updated plan was supplied. The applicant felt that someone from the Parish Council could have contacted them directly to clear the issue up. It was noted that contact should not be made with applicants directly but through DC to ensure there is a paper trail. Following a subsequent email from DC Planners, the comments from the Parish Council were updated as “no objections”.

PL25/15 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/TRC/2024/05836 St Andrew's Church, The Street – T1, T2 & T3 Yew – Crown lift to 3m from ground level & overall crown reduction by 3m. **Original withdrawn and new application submitted (looks the same as the original) – same comments sent, “The Parish Council has no objections to this application which seems reasonable as the trees have got very large.” This application is still undetermined as of 11 March 2025.**
- (b) Application Nos. P/CLP/2024/07395-07402 28, 29, 30, **32, 34, 35, 36, 38** Wesley Close – Certificate of Lawful Use - The proposal is to add Solar Panels and an Air Source Heat Pump to a property in a conservation area. For information purposes only. **28 Refused 20/1/25; 29 Granted 20/1/25; 30 Granted 23/1/25; 36 Granted 24/1/25.**
It was noted that of the 8 applications submitted for Wesley Close, one is refused, 3 are granted and 4 have disappeared from the portal. This will be added to the list of issues to be raised if a meeting with Cllr Bartlett takes place.
- (c) Application No. P/HOU/2024/06329 Templewood, Old Lyme Road - Proposed alterations and remodel of existing property and associated landscaping – **Granted 15/01/25.**
- (d) Application No. TPO/2025/0021 New Tree Preservation Order Land North of Axminster Road, Charmouth, DT6 6BS. It was reported that this refers to the verge past the last property on the north side of Axminster Road and has been applied for by DC to ensure that the area of trees is protected following a pre planning application enquiry. Julie Leah stated that this is good news for the preservation of trees.

PL25/16 CORRESPONDENCE/OTHER

- (a) Outstanding correspondence with DC Planners – letter sent to Planners with a copy to Cllr Shane Bartlett who is undertaking to meet Parishes in the near future. To date no response has been received.
- (b) Housing Needs Survey – the next step – the logistics for the Parish Council as set out in Cllr Melanie Harvey's report (attached) were discussed and it was agreed by the Committee (due to the short timescales and the fact that no finance or staff time is being committed) to proceed with a Housing Needs Survey based on the advice and timescales from the Rural Housing Enabler as set out in Melanie Harvey's report. It was also noted that Melanie is happy to move forward as the co-ordinator.
It was confirmed that Melanie does have a map of distribution areas in the village from Covid times which can be used for the leaflet drops by Councillors and it was felt important that some sessions should be run to help people complete the survey if necessary. Finally, as the timescales from completing the questionnaire to potential housing being available is 3-5 years, expectation will need to be managed!
- (c) Verifying Dorset's Heritage Assets – Update – It was reported that Andrew Lightfoot had confirmed that he has chased up the registration of the village wall as a heritage asset with DC again. He confirmed that the wall is the only asset he registered.

The meeting closed at 6.30pm.

Report from Cllr Melanie Harvey following meeting with Jacqui Cuff, Rural Housing Enabler

Jacqui and I talked about the need for affordable housing in Charmouth as identified in the Neighbourhood plan and the housing register.

We looked at various maps of Charmouth and any possible sites for housing which follow current building lines etc. I pointed out, your area of land, Jane, and the potentially difficult position this could put you in. Jacqui was very reassuring and said she had dealt with similar issues in the past and this could be 'handled' sensitively.

The proposal is to carry out a Housing Needs Survey - the details for this process are set out in detail in a previous email from Jacqui. Although, we already know there is a need, the idea behind this would be to engage with the local community and generate interest and to help identify any preference for the type of accommodation required. There would also be an opportunity within the survey to ask people if they had or could identify possible building sites or had property which could be adapted for affordable housing.

Jacqui's recommendation is for the survey period to coincide with the Easter holidays - families get together, young people returning 'home' to visit their parents and people having time to actually complete the survey. The suggestion would therefore be for the 'Go Live' date of the survey to be Monday 14th or Tuesday 15th April, which would mean leafletting of all the properties in Charmouth between Monday 14th and Wednesday 16th April. The survey would be 'open' for a month, so would run until 12th/13th May. Jacqui would collate the results of the survey and report back in a public meeting sometime in June.

What is required from the Council:

- Agree for a Housing Survey to be carried out
- If a survey is to be carried out - Agree to dates for housing survey

Assuming the Council agrees to the survey, the main time commitment will be leafletting all households over a specific two/three day period, and distributing posters in a wide range of places in the days/weeks before the survey goes live. Publicity would also be needed in local papers, magazines, websites, Facebook pages, etc. We would need to do the legwork, but Jacqui (and team?) would largely produce the paperwork/content.

I hope this all makes sense. I am happy to move forward as a coordinator for this. I am not available for the planning meeting on the 11th but if there is any more information you need for Tuesday, I can try and provide it.