



**John Wright**  
Town Clerk

**Lyme Regis Town Council**

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

Tel: 01297 445175  
Fax: 01297 443773

email:[enquiries@lymeregistowncouncil.gov.uk](mailto:enquiries@lymeregistowncouncil.gov.uk)

**Planning Committee**

**Core Membership:** Cllr C. Aldridge, Cllr B. Bawden, Cllr S. Cockerell, Cllr P. May, Cllr J Trevena, Cllr G. Turner.

Notice is given of a meeting of the Planning Committee to be held at the **Guildhall, Bridge Street, Lyme Regis** on Wednesday 22 May 2024 commencing at 7pm when the following business is proposed to be transacted:

John Wright  
Town Clerk  
17.05.24

*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 2024/25.

**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 30 April 2024(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 30 April 2024**

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**

To note the amended/additional plans.

**13. Withdrawn Applications**

There are none.

**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**

To note or consider correspondence from Dorset Council.

**Lyme Regis Town Council  
Planning Committee – 22 May 2024  
Election of Chairman and Vice-Chairman**

**Committee:** Planning

**Date:** 22 May 2024.

**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 2024/25.

**Recommendation**

- a) The committee receives nominations for the chairman of this committee and elects its chairman for the council year 2024/25.
- b) The committee receives nominations for the vice-chairman of this committee and elects its vice-chairman for the council year 2024/25.

**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 17 July 2024.

John Wright  
Town clerk  
May 2024.

**Committee:** Planning

**Date:** 22 May 2024

**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 2024, 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 17 July 2024

John Wright  
Town clerk  
May 2024

## 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 30 APRIL 2024**

**Present:****Chairman:** Cllr. G Turner**Members:** Cllr. B Larcombe MBE, Cllr P. May, Cllr, C Aldridge, Cllr. S. Cockerell, Cllr. B Bawden**Officers:** M. Green (deputy town clerk), AM. Shepherd (administrative assistant)**24/125/P Public Forum**

J. Shepherd objected to **P/HOU/2024/01062** due to the Scale of the development, it was not in keeping with the street scene and the loss of public amenity due to the scale of the proposed development.

**24/126/P Apologies for absence**

There were none.

**24/127/P Minutes**

Proposed by Cllr B. Larcombe and seconded by Cllr S. Cockerell the minutes of the meeting held on 19 March 2024 were **ADOPTED**.

**24/128/P Disclosable Pecuniary Interests**

There were none.

**24/129/P Dispensations**

There were none.

**24/130/P Member planning recommendations**

Noted.

**24/131/P Matters arising from the minutes of the Planning Committee held on 19 March 2024 and from the planning recommendations obtained by email following the cancelled meeting of the Planning Committee scheduled to take place on 09.04.24.**

There were none.

**24/132/P Update Report**

There were none.



1. [P/HOU/2024/01755](#) (Received 08.04.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Demolish conservatory and erect single storey rear extension with rooflights.  
Hole Cottage Charmouth Road Lyme Regis DT7 3UE

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

2. [P/LBC/2024/01761](#) (Received 10.04.24)  
**LISTED BUILDING CONSENT**  
Replacement windows and doors; re-rendering southeast and southwest elevations.  
Pyne House 10 Broad Street Lyme Regis DT7 3QD

*The town council recommends **approval** of the application for the reinstatement of wooden windows that are sympathetic to the conservation needs and meet modern day building regulation standards.*

3. [P/VOC/2024/01765](#) (Received 10.04.24)  
**VARIATION OF CONDITION**  
Erect glazed infill extension to existing veranda (with variation of condition 3 of planning permission [WD/D/20/001210](#) to vary roof surface finishes)  
Flat 4, Gatesfield, Sidmouth Road, Lyme Regis, DT7 3EQ

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

4. [P/VOL/2024/01699](#) (Received 10.04.24)  
**VARIATION OF CONDITION - LISTED BUILDING CONSENT**  
Erect glazed infill extension to existing veranda (with variation of conditions 3 & 4 to planning permission [WD/D/20/001211](#) to vary roof surface finishes and roof lights).  
Gatesfield, Flat 4, Sidmouth Road, Lyme Regis, Dorset, DT7 3EQ

*The town council recommends **approval** of the application for the reinstatement of wooden windows that are sympathetic to the conservation needs and meet modern day building regulation standards.*

5. [P/HOU/2024/01062](#) (Received 17.04.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Loft Conversion to include 4 dormer windows and side extension.  
46 Lea Mount Talbot Road Lyme Regis DT7 3BB

*The Town Council recommends **refusal** of the submitted plans because the scale and design of the proposed extension, including the southwest gable roof design and the window in that gable, in conjunction with the natural ground levels, has an unacceptably adverse impact on the residential amenity of the neighbouring property, 51 Talbot Road.*

*N.B. the town council would be minded looking more favourably on an amended design with a hipped roof to the southwest elevation.*

6. [P/HOU/2024/01879](#) (Received 18.04.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Proposed loft conversion, erect conservatory  
13 Talbot Road Lyme Regis DT7 3BA

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

Cllr. B Larcombe abstained from voting.

7. [P/LBC/2024/02165](#) (Received 23.04.24)  
**LISTED BUILDING CONSENT**  
Construct shower room on ground floor (minor amendment to consent [P/LBC/2023/04998](#))  
6A Coombe Street Lyme Regis DT7 3PY

*The town council recommends **approval** of the application for the reinstatement of wooden windows that are sympathetic to the conservation needs and meet modern day building regulation standards.*

8. [P/HOU/2024/02152](#) (Received 23.04.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Proposed Loft Conversion  
27 Talbot Road Lyme Regis DT7 3BB

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

#### **24/135/P Licensing Applications**

1. [LICENSING APPLICATION – GOOD FOOD DELI.](#) (Received 16.04.24)  
Any representations must be received by 6 May 2024.

*The town council raises **no objection** to this licensing application.*

#### **24/136/P Amended/Additional Plans**

There were none.

#### **24/137/P Withdrawn Applications**

Noted

#### **24/138/P Planning Decisions**

Noted.

#### **24/139/P Planning Correspondence**

Noted.

*The meeting closed at 8:30pm*

**Lyme Regis Town Council  
Planning Committee – 22 May 2024  
Planning and Licencing Applications**

1. [P/PASO/2024/02269](#) (Received 24.04.24)  
**PRIOR APPROVAL - ROOF MOUNTED SOLAR PV ON NON- DOMESTIC BUILDING**  
Installation of 40 Photovoltaic Panels on the front, south facing, pitched roof of two storey, Boat Building Academy.  
Lyme Regis Marine Centre Monmouth Beach Lyme Regis DT7 3JN.
2. [P/FUL/2024/02219](#) (Received 24.04.24)  
**FULL PLANNING APPLICATION**  
Erect replacement multi-use barn  
Timbervale Caravan Park Charmouth Road Lyme Regis DT7 3HG
3. [P/LBC/2024/02281](#) (Received 25.04.24)  
**LISTED BUILDING CONSENT**  
Repaint the external elevations of the house.  
Treales House 3 Church Street Lyme Regis Dorset DT7 3BS
4. [P/HOU/2024/02206](#) (Received 26.04.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Reinstatement of 2 storey extension; access from the ground floor kitchen to terrace with railings  
6 Coombe Street Lyme Regis Dorset DT7 3PY
5. [P/LBC/2024/02207](#) (Received 26.04.24)  
**LISTED BUILDING CONSENT**  
Reinstatement of 2 storey extension with new bedroom windows; access from the ground floor kitchen to terrace with railings; internal alterations including installation of wood burning stove, chimney liner and underfloor heating; external works to replace gutters and fascia.  
6 Coombe Street Lyme Regis Dorset DT7 3PY
7. [P/STA/2024/02495](#) (Received 08.05.24)  
**STATUTORY UNDERTAKER**  
Upgrading of the transformer 25/3423 to a 315KvA unit with dimensions of (1500mmx535mmx690mm). To support the upgraded transformer requires the replacement of poles 25L82Z/1 and 25L82Z/2, the current poles are creosote wood in construction with a height of 9m and 10m respectively. The new poles would be over 10% larger at 13m each in order for the transformer to remain compliant.  
Applicants Ref: 4683816  
Charmouth Road Car Park Lyme Regis

8. [P/PAEL/2024/02491](#) (Received 09.05.24)  
**PRIOR APPROVAL - ELECTRONIC COMMUNICATION NETWORK**  
The removal of the existing 17.8m mast with 3no. antennas and 1no microwave dish and its replacement with a 20m monopole with 3no. antennas, 1no. 0.6m dish and 1no 0.3m dish and ancillary equipment, the relocation of the existing 2no. equipment cabinets within the compound and development ancillary thereto.  
CS12288521 (VF4199) CHARMOUTH ROAD LONG STAY CAR PARK  
CHARMOUTH ROAD LYME REGIS DT7 3DR
9. [P/HOU/2024/02455](#) (Received 10.05.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Replacement and extension of existing first floor balcony terrace railings  
Timberley Sidmouth Road Lyme Regis Dorset DT7 3ES
10. [P/LBC/2024/02203](#) (Received 13.05.24)  
**LISTED BUILDING CONSENT**  
Add a wooden deck that will be next to an existing patio.  
39 Church Street Lyme Regis Dorset DT7 3DA
11. [P/HOU/2024/02202](#) (Received 13.05.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Add a wooden deck that will be next to an existing patio.  
39 Church Street Lyme Regis Dorset DT7 3DA
12. [P/LBC/2024/02417](#) (Received 14.05.24)  
**LISTED BUILDING CONSENT**  
Internal alterations to stairs and walls, externally change window to French doors.  
Flat 64 Broad Street Lyme Regis DT7 3QF
13. [P/FUL/2024/02416](#) (Received 14.05.24)  
**FULL PLANNING APPLICATION**  
Change external window to French doors.  
Flat 64 Broad Street Lyme Regis DT7 3QF
14. [LYME REGIS SAUSAGE FESTIVAL, LYME REGIS](#) (Received 15.05.24)  
any representations must be received by 27 May 2024

**Lyme Regis Town Council  
Planning Committee – 22 May 2024  
Withdrawn Applications**

1. **P/HOU/2024/01062** (Withdrawn on 17.05.24)  
**HOUSEHOLDER PLANNING PERMISSION**  
Loft Conversion to include 4 dormer windows and side extension.  
46 Lea Mount Talbot Road Lyme Regis DT7 3BB

**Lyme Regis Town Council  
Planning Committee – 22 May 2024  
Planning Decisions Received**

**Town council comments in brackets**

1. **P/LBC/2024/01196** (Decision Date 24.04.24)  
**LISTED BUILDING CONSENT – GRANTED** (Recommended approval)  
Various minor alterations to the building which were the subject of a pre-application submission.  
Abbeyfield House Silver Street Lyme Regis DT7 3HS
2. **P/LBC/2024/00162** (Decision Date 01.05.24)  
**LISTED BUILDING CONSENT – REFUSED** (Recommended approval)  
Erection of a single storey rear extension.  
7 Sherborne Lane Lyme Regis DT7 3NY
3. **P/HOU/2024/00161** (Decision Date 01.05.24)  
**HOUSEHOLDER PLANNING PERMISSION – REFUSED** (Recommended approval)  
Erection of a single storey rear extension and new outbuilding.  
7 Sherborne Lane Lyme Regis DT7 3NY
4. **P/LBC/2024/01184** (Decision Date 07.05.24)  
**LISTED BUILDING CONSENT – GRANTED** (Recommended approval)  
Internal and external alterations to facilitate the change from guest dining room to staff living accommodation, to include installation of new window.  
Mariners Hotel Silver Street Lyme Regis DT7 3HS
5. **P/HOU/2024/01755** (Decision Date 03.05.24)  
**HOUSEHOLDER PLANNING PERMISSION – GRANTED** (Recommended approval)  
Demolish conservatory and erect single storey rear extension with rooflights.  
Hole Cottage Charmouth Road Lyme Regis DT7 3UE
6. **P/TRT/2024/01956** (Decision Date 09.05.24)  
**TREE WORKS- TPO**  
G1 Mixed x 23 - Various tree works & felling as per description on plan submitted  
G2 Mixed x 7 – Fell.  
Slopes Farm Roman Road Lyme Regis Dorset DT7 3HB
7. **P/HOU/2024/01879** (Decision Date 13.05.24)  
**HOUSEHOLDER PLANNING PERMISSION – GRANTED** (Recommended approval)  
Proposed loft conversion, erect conservatory  
13 Talbot Road Lyme Regis DT7 3BA
8. **P/LBC/2024/01761** (Decision date 16.05.24)  
**LISTED BUILDING CONSENT – GRANTED** (Recommended Approval)  
Replacement windows and doors; re-rendering southeast and southwest elevations  
Pyne House 10 Broad Street Lyme Regis DT7 3QD

9. **P/FUL/2024/00833** (Decision date 15.05.24)  
**FULL PLANNING APPLICATION – REFUSED** (Comment made)  
Change of use from care home (C2) to hotel (C1)  
Lyme Regis Nursing Home Pound Road Lyme Regis DT7 3HX

Lyme Regis Town Council  
Planning Committee – 22 May 2024  
Planning Correspondence

1. **P/FUL/2024/00348 & P/LBC/2024/00349** (Received 24.04.24)

[Supplemental Planning Statement](#)

[Extract Fan Data Sheet](#)

[Elevation](#)

Jane's Café, 29 Marine Parade, Lyme Regis

2. **P/CLP/2024/02584** (Received 16.05.24)

**CERTIFICATE OF LAWFUL USE**

Application for a Lawful development Certificate to confirm the grant of outline planning permission for erection of 1No.dwelling in 1959 and that the permission remains capable of being lawfully implemented at Land to Southwest of Stile Lane, Lyme Regis

Land To Southwest of Stile Lane Lyme Regis.