

# Notice of Eastern BCP Planning Committee

Date: Thursday, 17 April 2025 at 10.00 am

Venue: HMS Phoebe, BCP Civic Centre, Bournemouth BH2 6DY



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## Membership:

### Chair:

Cllr P Hilliard

### Vice Chair:

Cllr M Le Poidevin

Cllr J Clements  
Cllr D A Flagg  
Cllr M Gillett

Cllr G Martin  
Cllr Dr F Rice  
Cllr J Salmon

Cllr T Slade  
Cllr M Tarling  
Cllr L Williams

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All Members of the Eastern BCP Planning Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=6110>

If you would like any further information on the items to be considered at the meeting please contact: Jill Holyoake on 01202 127564 or email [democratic.services@bcpCouncil.gov.uk](mailto:democratic.services@bcpCouncil.gov.uk)

Press enquiries should be directed to the Press Office: Tel: 01202 118686 or email [press.office@bcpCouncil.gov.uk](mailto:press.office@bcpCouncil.gov.uk)

This notice and all the papers mentioned within it are available at [democracy.bcpCouncil.gov.uk](https://democracy.bcpCouncil.gov.uk)

GRAHAM FARRANT  
CHIEF EXECUTIVE

9 April 2025

**DEBATE  
NOT HATE**



Available online and  
on the Mod.gov app



## Maintaining and promoting high standards of conduct

### Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

#### Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

#### Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer  
([janie.berry@bcpcouncil.gov.uk](mailto:janie.berry@bcpcouncil.gov.uk))

### Selflessness

Councillors should act solely in terms of the public interest

### Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

### Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

### Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

### Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

### Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

### Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

# AGENDA

Items to be considered while the meeting is open to the public

## 1. Apologies

To receive any apologies for absence from Members.

## 2. Substitute Members

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

## 3. Declarations of Interests

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

## 4. Confirmation of Minutes

7 - 8

To confirm and sign as a correct record the minutes of the meeting held on 20 March 2025.

## 5. Public Issues

9 - 16

To receive any requests to speak on planning applications which the Planning Committee is considering at this meeting.

The deadline for the submission of requests to speak is 10.00am on Wednesday 16 April 2025 [10.00am of the working day before the meeting]. Requests should be submitted to Democratic Services using the contact details on the front of this agenda.

Further information about how public speaking is managed at meetings is contained in the Planning Committee Protocol for Public Speaking and Statements, a copy of which is included with this agenda sheet and is also published on the website on the following page:

<https://democracy.bcpccouncil.gov.uk/mgCommitteeDetails.aspx?ID=613>

### Summary of speaking arrangements as follows:

Speaking at Planning Committee (in person or virtually):

- There will be a maximum combined time of five minutes to speak in objection and up to two persons may speak within the five minutes.

- There will be a further maximum combined time of five minutes to speak in support and up to two persons may speak within the five minutes.
- No speaker may speak for more than half this time (two and a half minutes) UNLESS there are no other requests to speak received by the deadline OR it is with the agreement of the other speaker.

Anyone who has registered to speak by the deadline may, as an alternative to speaking/for use in default, submit a written statement to be read out on their behalf. This must be provided to Democratic Services by 10.00am of the working day before the meeting, must not exceed 450 words and will be treated as amounting to two and a half minutes of speaking time.

Please refer to the full Protocol document for further guidance.

Note: The public speaking procedure is separate from and is not intended to replicate or replace the procedure for submitting a written representation on a planning application to the Planning Offices during the consultation period.

## 6. **Schedule of Planning Applications**

To consider the planning application listed below.

See planning application report circulated with the agenda, as updated by the agenda addendum sheet to be published one working day before the meeting.

**Councillors are requested where possible to submit any technical questions on planning applications to the Case Officer at least 48 hours before the meeting to ensure this information can be provided at the meeting.**

The running order in which planning applications will be considered will be as listed on this agenda sheet.

The Chair retains discretion to propose an amendment to the running order at the meeting if it is considered expedient to do so.

Members will appreciate that the copy drawings attached to planning application reports are reduced from the applicants' original and detail, in some cases, may be difficult to read. To search for planning applications, please use the following link:

<https://www.bcpCouncil.gov.uk/planning-and-building-control/search-and-comment-on-planning-applications>

Councillors are advised that if they wish to refer to specific drawings or plans which are not included in these papers, they should contact the Case Officer at least 48 hours before the meeting to ensure that these can be made available.

To view Local Plans, again, the following link will take you to the main

webpage where you can click on a tile to view the local plan for that area.  
The link is:

<https://www.bcpCouncil.gov.uk/Planning-and-building-control/Planning-policy/Current-Local-Plans/Current-Local-Plan.aspx>

a) **27 Wolverton Road, Bournemouth BH7 6HU**

Boscombe East and Pokesdown ward

7-2024-9356-C

Change of use of dwellinghouse (Class C3) into House in Multiple Occupation (Class C4)

17 - 30

No other items of business can be considered unless the Chair decides the matter is urgent for reasons that must be specified and recorded in the Minutes.

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**BOURNEMOUTH, CHRISTCHURCH AND POOLE COUNCIL**  
**EASTERN BCP PLANNING COMMITTEE**

Minutes of the Meeting held on 20 March 2025 at 10.00 am

Present:-

Cllr P Hilliard – Chair

Present: Cllr A Chapmanlaw (In place of Cllr M Le Poidevin), Cllr J Clements,  
Cllr D A Flagg, Cllr M Gillett, Cllr G Martin, Cllr Dr F Rice,  
Cllr J Salmon, Cllr T Slade, Cllr M Tarling and Cllr L Williams

Also in attendance: Cllr G Farquhar

92. Apologies

Apologies were received from Cllr M Le Poidevin.

93. Substitute Members

Notification was received that Cllr A Chapmanlaw was substituting for Cllr M Le Poidevin for this meeting.

94. Declarations of Interests

In relation to the planning application for 27 Wolverton Road the following declarations were made for transparency:

- Cllr L Williams was acquainted with one of the objectors
- Cllr G Martin lived in the ward near the application site

95. Confirmation of Minutes

The minutes of the meeting held on 20 February 2025 were confirmed as an accurate record for the Chair to sign.

96. Public Issues

The Chair advised that there were a number of requests to speak on the planning application as detailed below.

97. Schedule of Planning Applications

The Committee considered a planning application report, a copy of which had been circulated and which appears as Appendix A to these minutes in the Minute Book.



98. 27 Wolverton Road, Bournemouth BH7 6HU

Boscombe East and Pokesdown ward

7-2024-9356-C

Change of use of dwellinghouse (Class C3) into House in Multiple Occupation (Class C4)

Public Representations

Objectors

- ❖ Della Gwizdala
- ❖ Leo Gwizdala

Applicant/Supporters

- ❖ Adelaide West
- ❖ Diana Parrish

Ward/Other Councillors

- ❖ Cllr George Farquhar

During the meeting concerns were raised regarding the lack of reference to consideration of the Boscombe and Pokesdown Neighbourhood Plan in the officer's report, resulting in a proposal which was moved and seconded to defer the application. Members noted that although the Neighbourhood Plan was not specifically referenced, the officer's recommendation had taken into account all relevant policy considerations, including those contained in the Neighbourhood Plan. The meeting was adjourned briefly to seek further advice. It was subsequently recommended to defer the application to allow the report to be updated, recognising that the report was a key document in the Committee's consideration of the application.

**Resolved to DEFER consideration of the application to a future meeting to enable the officer's report to be revised to include reference to the Boscombe and Pokesdown Neighbourhood Plan.**

Voting: For – 5, Against – 3, Abstain – 3

The meeting ended at 10.51 am

CHAIR



## **PLANNING COMMITTEE - PROTOCOL FOR SPEAKING / STATEMENTS AT PLANNING COMMITTEE**

### **1. Introduction**

- 1.1 The following protocol facilitates opportunities for applicant(s), objector(s) and supporter(s) to express their views on planning applications which are to be considered at a Planning Committee meeting. It does not therefore relate to any other item considered at Planning Committee in respect of which public speaking/questions shall only be permitted at the discretion of the Chair.
- 1.2 This protocol is separate from and is not intended to replicate or replace the procedure for submitting a written representation on a planning application to the Council during the consultation period.
- 1.3 **The email address for any person who wishes to register a request to speak and / or submit a statement for the purposes of this protocol or to correspond with Democratic Services on any aspect of this protocol is [democratic.services@bcpcouncil.gov.uk](mailto:democratic.services@bcpcouncil.gov.uk)**

### **2. Order of presentation of an application**

- 2.1 The running order in which planning applications are heard will usually follow the order as appears on the agenda unless the Planning Committee otherwise determines.
- 2.2 In considering each application the Committee will normally take contributions in the following order:
  - a) presenting officer(s);
  - b) objector(s);
  - c) applicant(s) /supporter(s);
  - d) councillor who has called in an application (who is not a voting member of the Planning Committee in relation to that application) / ward councillor(s);
  - e) questions and discussion by voting members of the Planning Committee, which may include seeking points of clarification.

### **3. Guidance relating to the application of this protocol**

- 3.1 The allocation of an opportunity to speak / provide a statement to be read out at Planning Committee under this protocol is not intended as a guarantee of a right to speak / have a statement read out.
- 3.2 The Chair has absolute discretion as to how this protocol shall be applied in respect of any individual application so far as it relates to the conduct of the

meeting and as provided for in this protocol including whether in any circumstance it should be waived, added to or otherwise modified. This discretion includes the opportunity to speak (or submit a statement), varying the speaking time allowed and the number of speakers. In the event of any uncertainty as to the interpretation or application of any part of this protocol a determination by the Chair will be conclusive.

- 3.3 A failure to make a request to speak / submit a statement in accordance with any one or more of the requirements of this protocol will normally result in the request / submission of the statement not being treated as validly made and therefore not accepted.

#### **4. Electronic facilities relating to Planning Committee**

- 4.1. All electronic broadcasting and recording of a Planning Committee meeting by the Council and the provision of an opportunity to speak remotely at such a meeting is dependent upon such matters being accessible, operational and useable during the meeting. As a consequence, a meeting other than a wholly virtual meeting may proceed, including consideration of all applications relating to it, even if it cannot be electronically broadcast, recorded and/or any person is unable to speak / be heard at the time when the opportunity to do so on an application is made available.

#### **5. Attending in person at a Planning Committee meeting / wholly virtual meetings**

- 5.1. Unless otherwise stated on the Council's website and/or the agenda Planning Committee will be held as a physical (in person) meeting. A Planning Committee meeting will only be held as a wholly virtual meeting during such time as a decision has been taken by BCP Council that committee meetings of the Council may be held in this way. In the event of there being a discretion as to whether a Planning Committee meeting shall be held as a wholly virtual meeting, then the Head of Planning in consultation with the Chair shall be able to determine whether such a discretion should be applied.

#### **6. Provisions for speaking at Planning Committee (whether in person or remotely)**

- 6.1. Any applicant, objector or supporter who wishes to speak at a Planning Committee meeting must register a request to speak in writing with Democratic Services at [democratic.services@bcpcouncil.gov.uk](mailto:democratic.services@bcpcouncil.gov.uk) by **10.00 am of the working day before the meeting.**
- 6.2. A person registering a request to speak must:
- a) make clear as to the application(s) on which they wish to speak and whether they support or oppose the application; and
  - b) provide contact details including a telephone number and/or email address at which they can be reached / advised that they have been given an opportunity to speak.

- 6.3. There will be a maximum combined time of **five** minutes allowed for any person(s) objecting to an application to speak. A further combined **five** minute maximum will also be allowed for any supporter(s). Up to **two** people may speak during each of these allotted times (the applicant(s) and any agent for the applicant(s) will each count as separate speakers in support). No speaker may speak for more than half this time (i.e. **two and a half minutes**) unless:
- a) there is no other speaker who has also been allotted to speak for the remainder of the five minutes allowed;
  - b) or the other allotted speaker fails to be present or is unable to be heard (in the case of remote speaking), at the Planning Committee meeting at the time when the opportunity to speak on the application is made available; or
  - c) the other allotted speaker expressly agrees to the speaker using more than half of the total speaking time allowed.
- 6.4. If more than two people seek to register a wish to speak for either side, an officer from Democratic Services may ask those seeking the opportunity to speak to appoint up to two representatives to address the Planning Committee. In the absence of agreement as to representatives, entitlement to speak will normally be allocated in accordance with the order when a request was received by Democratic Services. However, in the event of an applicant(s) and / or the agent of the applicant(s) wishing to speak in support of an application such person(s) will be given the option to elect to speak in preference to any other person registered to speak in support.
- 6.5. A person registered to speak may appoint a different person to speak on their behalf. The person registered to speak should normally notify Democratic Services of this appointment prior to the time that is made available to speak on the application.
- 6.6. A person may at any time withdraw their request to speak by notifying Democratic Services by email or in person on the day of that meeting. However, where such a withdrawal is made after the deadline date for receipt of requests then the available slot will not be made available for a new speaker. In cases where more than two requests to speak within the allocated five minutes were received by the deadline, Democratic Services will, where practicable, reallocate the slot in date receipt order.
- 6.7. During consideration of a planning application at a Planning Committee meeting, no question should be put or comment made to any councillor sitting on the Planning Committee by any applicant, objector or supporter whether as part of a speech or otherwise.

## **7. Questions to person speaking under this protocol**

- 7.1. Questions will not normally be asked of any person who has been given the opportunity to speak for the purpose of this Protocol. However, the Chair at their absolute discretion may raise points of clarification.

## **8. Speaking as a ward councillor or other BCP councillor (whether in person or remotely)**

- 8.1. Any ward councillor shall usually be afforded an opportunity to speak on an application at the Planning Committee meeting at which it is considered. Every ward councillor who is given the opportunity to speak will have up to **five** minutes each.
- 8.2. At the discretion of the Chair, any other councillor of BCP Council not sitting as a voting member of the Planning Committee may also be given the opportunity to speak on an application being considered at Planning Committee. Every such councillor will have up to **five** minutes each.
- 8.3. Any member of the Planning Committee who has exercised their call in powers to bring an application to the Planning Committee for decision should not vote on that item but subject to any requirements of the Member Code of Conduct, may have or, at the discretion of the Chair, be given the opportunity to speak in connection with it as a ward councillor or otherwise in accordance with the speaking provisions of this protocol. Such a member will usually be invited after speaking to move themselves from the area where voting members of the Planning Committee are sitting and may be requested to leave the room until consideration of that application has been concluded.

## **9. Speaking as a Parish or Town Council representative (whether in person or remotely)**

- 9.1. A Parish or Town Council representative who wishes to speak as a representative of that Parish or Town Council must register as an objector or supporter and the same provisions for speaking as apply to any other objector or supporter applies to them. This applies even if that representative is also a councillor of BCP Council.

## **10. Content of speeches (whether in person or remotely) and use of supporting material**

- 10.1. Speaking must be done in the form of an oral representation. This should only refer to planning related issues as these are the only matters the Planning Committee can consider when making decisions on planning applications. Speakers should normally direct their points to reinforcing or amplifying planning representations already made to the Council in writing in relation to the application being considered. Guidance on what constitutes planning considerations is included as part of this protocol. Speakers must take care to avoid saying anything that might be libellous, slanderous, otherwise abusive to

any person or group, including the applicant, any officer or councillor or might result in the disclosure of any personal information for which express consent has not been given.

- 10.2. A speaker who wishes to provide or rely on any photograph, illustration or other visual material when speaking (in person or remotely) must submit this to Democratic Services **by 12 noon two working days before the meeting**. All such material must be in an **electronic** format to be agreed by Democratic Services and will usually be displayed on the speaker's behalf by the presenting officer. The maximum number of slides to be displayed must not exceed **five**. Material provided after this time or in a format not agreed will not be accepted. The circulation or display of hard copies of such material at the Planning Committee meeting itself will normally not be allowed. In the interests of fairness, any material to be displayed must have already been submitted to and received by the Council as part of a representation/submission in relation to the application by the date of agenda publication for that Planning Committee meeting.
- 10.3. The ability to display material on screen is wholly dependent upon the availability and operation of suitable electronic equipment at the time of the Planning Committee meeting and cannot be guaranteed. Every person making a speech should therefore ensure that it is not dependent on such information being displayed.

## **11. Remote speaking at Planning Committee**

- 11.1. In circumstances where the Council has put in place electronic facilities which enable a member of the public to be able to speak remotely to a Planning Committee meeting, a person may request the opportunity to speak remotely via those electronic facilities using their own equipment. In circumstances other than a wholly virtual meeting this would be as an alternative to attending the meeting in person. The provisions of this protocol relating to speaking at Planning Committee shall, unless the context otherwise necessitates, equally apply to remote speaking.
- 11.2. The opportunity to speak remotely is undertaken at a person's own risk on the understanding that should any technical issues affect their ability to participate remotely the meeting may still proceed to hear the item on which they wish to speak without their participation.
- 11.3. A person attending to speak remotely may at any time be required by the Chair or the Democratic Services Officer to leave any electronic facility that may be provided.

## **12. Non-attendance / inability to be heard at Planning Committee**

- 12.1. It is solely the responsibility of a person who has been given an opportunity to speak on an application at a Planning Committee meeting (whether in person or remotely) to ensure that they are present for that meeting at the time when an opportunity to speak is made available to them.
- 12.2. A failure / inability by any person to attend and speak in person or remotely at a Planning Committee meeting at the time made available for that person to speak on an application will normally be deemed a withdrawal of their wish to

speaking on that application. This will not therefore usually be regarded as a reason of itself to defer or prevent an application from being heard.

- 12.3. This protocol includes provisions enabling the opportunity to provide a statement as an alternative to speaking in person / as a default option in the event of a person being unable to speak at the appropriate meeting time.

### **13. Submission of statement as an alternative to speaking / for use in default**

- 13.1. A person (including a councillor of BCP Council) who has registered to speak, may submit a statement to be read out on their behalf as an alternative to speaking at a Planning Committee meeting (whether in person or remotely).
- 13.2. Further, any person speaking on an application at Planning Committee may, at their discretion, additionally submit a statement which can be read out as provided for in this protocol in the event of not being able to attend and speak in person or remotely at the time when an opportunity is made available for that person to speak on the application. The person should identify that this is the purpose of the statement.

### **14. Provisions relating to a statement**

- 14.1 Any statement submitted for the purpose of this protocol:
- a) must not exceed **450** words in total unless the statement is provided by a ward councillor or any other councillor who is not voting on the application under consideration in which case the statement may consist of up to **900** words;
  - b) must have been received by Democratic Services by **10.00am of the working day before the meeting** by emailing [democratic.services@bcpcouncil.gov.uk](mailto:democratic.services@bcpcouncil.gov.uk)
  - c) when submitted by a member of the public (as opposed to a councillor of BCP Council), will be treated as amounting to **two and a half minutes** of the total time allotted for speaking notwithstanding how long it does in fact take to read out;
  - d) must not normally be modified once the deadline time and date for receipt of the statement by Democratic Services has passed unless such modification is requested by an officer from Democratic Services; and
  - e) will normally be read out aloud by an officer from Democratic Services having regard to the order of presentation identified in this protocol.
- 14.2 A person who has been given the right to speak and who has submitted a statement in accordance with this protocol may at any time withdraw that statement prior to it being read out by giving notice to Democratic Services. Where such withdrawal occurs after the deadline date for registering a request to speak has passed, then a further opportunity for a statement to be submitted will not be made available. If the statement that has been withdrawn was submitted as an alternative to speaking, then if the person

withdrawing the statement wishes instead to exercise their opportunity to speak in person they should notify Democratic Services on or before the time of withdrawing the statement.

## **15. Assessment of information / documentation / statement**

- 15.1. BCP Council reserves the right to check any statement and any information / documentation (including any photograph, illustration or other visual material) provided to it for use at a Planning Committee meeting and to prevent the use of such information / documentation in whole or part, in particular, if it:
- a) is considered to contain information of a kind that might be libellous, slanderous, abusive to any party including an applicant or might result in the disclosure of any personal information for which express consent has not been given; and / or
  - b) is identified as having anything on it that is considered could be an electronic virus, malware or similar.
- 15.2 The Head of Planning in consultation with the Chair shall have the absolute discretion to determine whether any such statement / information / documentation should not be used / read out in whole or part. If circumstances reasonably permit, Democratic Services may seek to request a person modify such statement / information / documentation to address any issue identified.

## **16. Guidance on what amounts to a material planning consideration**

- 16.1. As at the date of adoption of this protocol, the National Planning Portal provides the following guidance on material planning considerations:

*“A material consideration is a matter that should be taken into account in deciding a planning application or on an appeal against a planning decision. Material considerations can include (but are not limited to):*

- *Overlooking/loss of privacy*
- *Loss of light or overshadowing*
- *Parking*
- *Highway safety*
- *Traffic*
- *Noise*
- *Effect on listed building and conservation area*
- *Layout and density of building*
- *Design, appearance and materials*
- *Government policy*
- *Disabled persons' access*
- *Proposals in the Development Plan*
- *Previous planning decisions (including appeal decisions)*
- *Nature conservation*



*However, issues such as loss of view, or negative effect on the value of properties are not material considerations.”*

[https://www.planningportal.co.uk/faqs/faq/4/what\\_are\\_material\\_considerations#:~:text=A%20material%20consideration%20is%20a,Loss%20of%20light%20or%20overshadowing](https://www.planningportal.co.uk/faqs/faq/4/what_are_material_considerations#:~:text=A%20material%20consideration%20is%20a,Loss%20of%20light%20or%20overshadowing)

## **Note**

For the purpose of this protocol:

- (a) reference to the “Chair” means the Chair of Planning Committee and shall include the Vice Chair of Planning Committee if the Chair is at any time unavailable or absent and the person presiding at the meeting of a Planning Committee at any time that both the Chair and Vice Chair of Planning Committee are unavailable or absent;
- (b) reference to the Head of Planning includes any officer nominated by them for the purposes of this protocol and if at any time the Head of Planning is unavailable, absent or the post is vacant / ceases to exist, then the Development Management Manager or if also unavailable / absent or that post is vacant/no longer exists then the next most senior officer in the development management team (or any of them if more than one) who is first contactable;
- (c) reference to ‘ward councillor’ means a councillor in whose ward the application being considered at a meeting of Planning Committee is situated in whole or part and who is not a voting member of the Planning Committee in respect of the application being considered; and
- (d) a “wholly virtual meeting” is a Planning Committee meeting where no one including officers and councillors physically attend the meeting; however, a meeting will not be held as a “wholly virtual meeting” unless legislation permits

Adopted by the Planning Committee on 17.11.22 and updated on 20.7.23



# Planning Committee

Application Address	27 Wolverton Road, Bournemouth, BH7 6HU
Proposal	Change of use of dwellinghouse (Class C3) into House in Multiple Occupation (Class C4)
Application Number	7-2024-9356-C
Applicant	West Property Ltd
Agent	West Property Ltd
Ward and Ward Members	Boscombe East & Pokesdown Cllr Eleanor Connolly Cllr George Farquhar
Report Status	Public
Meeting Date	17 April 2025
Summary of Recommendation	<b>Grant in accordance with the details set out below for the reasons as set out in the report</b>
Reason for Referral to Planning Committee	28 Objection Letters  Application deferred from 20 March Committee due to failure of the report to specifically mention the adopted Boscombe and Pokesdown Neighbourhood Plan
Case Officer	Laura Sims
Is the proposal EIA Development?	No

## Description of Proposal

1. Planning consent is sought for a change of use existing (Class C3) residential dwelling to a (Class C4) House in Multiple Occupation (HMO) for 6 persons.
2. The application does not include any external alterations to the building. The applicant would provide en-suite facilities to all bedrooms and provide two communal living rooms and kitchens.

3. Plans submitted do not illustrate a cycle store or refuse storage to be included with this application. However, this information can be submitted through the implementation of a condition.

### **Description of Site and Surroundings**

4. Wolverton Road is located within the Boscombe East and Pokesdown Ward of Bournemouth. The application site is set on the corner of Wolverton Road and Langton Road and is a detached two storey dwelling facing northeast onto Wolverton Road. To the rear is a garden, a garage to the western boundary has been demolished and allows for off road parking space. The site has a large flat roof wrap-around-dormer to the western and southern elevation.
5. Properties within the near vicinity of the site are detached or semi-detached dwellings and are predominantly in use as single family dwellinghouses although some have been converted to flats.

### **Relevant Planning History**

6. 7-2020-9356-B – Application for a Lawful Development Certificate for proposed alterations to elevations to replace windows, form French doors and Juliet Balcony, roof extension to dwellinghouse to form new 2nd floor level with roof lights, formation of parking spaces and erection of a cycle store – Refused
7. 7-2020-9356-A – Alterations, roof extension to form new 2nd floor level and change of use of dwellinghouse (Class C3) into House in Multiple Occupation (Class C4) – Withdrawn

### **Constraints**

8. There are no specific constraints.

### **Public Sector Equalities Duty**

9. In accordance with section 149 Equality Act 2010, in considering this proposal due regard has been had to the need to —
  - eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
  - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
  - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

### **Other relevant duties**

10. In accordance with regulation 9(3) of the Conservation of Habitats and Species Regulations 2017 (as amended) ("the Habitat Regulations), for the purposes of this application, appropriate regard has been had to the relevant Directives (as defined in the Habitats Regulations) in so far as they may be affected by the determination.
11. With regard to sections 28G and 28I (where relevant) of the Wildlife and Countryside Act 1981, to the extent consistent with the proper exercise of the function of determining this application and that this application is likely to affect the flora, fauna

or geological or physiographical features by reason of which a site is of special scientific interest, the duty to take reasonable steps to further the conservation and enhancement of the flora, fauna or geological or physiographical features by reason of which the site is of special scientific interest.

12. For the purposes of section 40 Natural Environment and Rural Communities Act 2006, in assessing this application, consideration has been given as to any appropriate action to further the “general biodiversity objective”.
13. For the purposes of this application, in accordance with section 17 Crime and Disorder Act 1998, due regard has been had to, including the need to do all that can reasonably be done to prevent, (a) crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment); (b) the misuse of drugs, alcohol and other substances in its area; and (c) re-offending in its area.
14. For the purposes of this report regard has been had to the Human Rights Act 1998, the Human Rights Convention and relevant related issues of proportionality.

### **Consultations**

15. **Highways** – No objection subject to conditions

*The proposal involves converting the existing dwelling at 27 Wolverton Road, currently classified under C3 residential usage, into a House in Multiple Occupation (HMO). The site is located on Wolverton Road and is in zone A. Although no proposed plans have been submitted, the supporting statement indicates that the property provides two existing parking spaces, which exceeds the one parking space required for an HMO under the SPD.*

*Similarly, despite the lack of proposed plans, the supporting statement includes provision for secure storage for 6 bikes at the side of the property, meeting the SPD requirement of one cycle store per bed for HMOs.*

*The proposal meets the necessary requirements for parking and cycle storage based on the information provided in the supporting statement. As such, there are no objections to the development from the Local Highway Authority.*

16. **Waste and recycling** – No objection

*A House of Multiple Occupancy would be issued with a standard household allocation of 1 x 180 litre refuse bin, 1 x 240 litre recycling bin, and 1 x 23 litre food waste bin. Larger HMOs with 5 or more people living in them may also apply and pay for additional bins (1 x 180 litre refuse bin and 1 x 240 litre recycling bin and 1 x 23 litre food waste bin).*

*If the HMO generates more waste than the standard and the additional allowance, the landlord/managing agent must either arrange for the removal of the waste themselves or pay a registered waste carrier to do so. The landlord would need a waste carrier's licence to remove the waste themselves, and pay for waste disposal at a licenced facility such as our household recycling centres.*

*An occupant of the proposed dwelling will need to ensure the bins are presented for collection at the kerbside and returned to the property boundary following emptying.*

## **Representations**

17. Site notices were posted in the vicinity of the site on the 11/12/2024 with an expiry date for consultation of 04/01/2025.

18. 31 letters were received. 28 objections and 3 in support of the proposal. The summary of objections:

- Noise pollution to neighbouring properties
- Increase in traffic congestion
- Parking issues from increase in number of residents
- Increase in on-street parking causing limited emergency service access
- HMO will lead to anti-social behaviour
- Overcrowding and out of character to the area
- Overlooking towards neighbouring properties

### Summary of support:

- High standard finish
- Beneficial to the area
- Provides homes
- Respectable landlord

## **Key Issues**

19. The key issues involved with this proposal are:

- Principle of the HMO use
- Impact on character and appearance of the area
- Impact on neighbouring residents
- Parking/traffic/highway safety considerations
- Waste and recycling
- Living conditions for future occupants

20. These issues will be considered along with other matters relevant to this proposal below.

## **Policy context**

21. Section 38(6) of the Planning and Compulsory Purchase Act 2004 states that planning applications must be determined in accordance with the development plan for an area, except where material considerations indicate otherwise. The development plan in this case comprises the:

### **Bournemouth Local Plan: Core Strategy (2012)**

CS16 – Parking Standards  
CS18 – Increasing Opportunities for Cycling and Walking  
CS24 – Houses of Multiple Occupation  
CS41 – Quality Design

## **Boscombe and Pokesdown Neighbourhood**

BAP 1 - The scale and density of development  
BAP8 – Houses in Multiple Occupation (HMOs) and

## **District Wide Local Plan 2002**

6.17 HMOs and Hostels

## **Supplementary Planning Documents**

BCP Parking Standards SPD (2021)  
Waste and Recycling Guidance  
Dorset Heathlands Planning Framework SPD 2020

## **National Planning Policy Framework 2024**

Section 12 – Achieving well-designed and beautiful places

## **Planning Assessment**

### **Principle of the HMO use**

22. A change of use is sought from a residential dwellinghouse to a Class C4 HMO.
23. Planning permission would not normally be required for the change of use to a C4 HMO. However, the Council made an Article 4 Direction on the 15th December 2010 under Article 4(1) of the Town and Country Planning (General Permitted Development) Order 1995, as amended. An 'Article 4 Direction' is a planning tool that can be used to remove permitted development rights from a particular type of development. The Direction relates to development consisting of a change of use of a building to a use falling within Class C4 (houses in multiple occupation), from a use falling within Class C3 (dwellinghouses) and removes permitted development rights for this type of development from when the Direction came into force on the 16th December 2011. Therefore, planning permission is required for the change of use from Class C3 to Class C4.
24. As the Council has issued an Article 4 Direction to prevent these types of development taking place without planning permission, consideration must be given to the reasons behind this. In introducing the Article 4 direction the Council considered that the concentration of HMO properties was causing tension to existing residents. Commonly university and coastal towns experience higher rates of HMO uses and consequently higher rates of associated negative impacts on the amenities of local residents and on the character of the area. These tensions and issues are recognised nationally and can include anti-social behaviour; noise and nuisance from properties and on the street; imbalanced and unsustainable communities; negative impacts on the physical environment and streetscape; pressures on parking provision; untidy gardens; higher than average occurrence of to-let boards and the accumulation of rubbish. Even though high concentrations of HMOs are associated with specific wards, a Borough wide Article 4 Direction has been introduced in order to limit the likelihood of the impacts associated with concentrations of HMOs being dispersed to other parts of the town. A Borough wide approach therefore enables the Council to deal with problems associated with concentrations of HMOs in a timely

fashion controlling the emergence of new concentrations of HMOs and limiting additional numbers in areas already impacted upon.

25. Policy CS24 of the Bournemouth Core Strategy and BAP8 of the Boscombe and Pokesdown Neighbourhood Plan refers to Houses in Multiple Occupation. Saved Policy 6.17 of the District Wide local Plan 2002 (DWLP) has not been engaged with this proposal as this is aimed at larger (Sui Generis) HMO uses. Policy CS24 states that the change in use of Class C3 to Class C4 will only be permitted where no more than 10% of dwellings in the area adjacent to the application property are within Use Class C4 or larger 'Sui Generis' HMO use. Policy BAP8 wording is similar to that of CS24 and seeks to ensure the HMO's do not impact negatively on the character and appearance of an area and the residential amenity of existing local residents through the creation of high concentrations levels of this type of development.
26. In light of these policies an assessment of the existing numbers of HMO uses has taken place, which involves using a data base of registered HMO uses, examining Council Tax exemptions for student housing, and other data, as well as a site visit to the area. This assessment determines if there are a high number of HMO uses in the locality. Assessing the proposal in line with the policy identifies two properties within 100m of the application site on the streets that form part of the policy requirement. The adjacent roads include:-
- Wolverton Road
  - Langton Road
  - Gladstone Road East.
27. In this particular case the area generally contains traditional family sized houses and is not within the catchment area typically associated with university students and HMO properties. Reference to available records and the HMO catchment map identifies that the number of known HMOs dwellings in the catchment area is 2 out of 117 properties in the 100m search area. This equates to 1.7% of the properties in the search policy being in use as a HMO. When this proposal is added to the equation it results in only 2.6% of the properties being in use as a HMO, which is well below the 10% threshold requirement set out in policy CS24 of the Core Strategy. In this regard compliance with CS24 is achieved.

#### **Impact on character and appearance of the area**

28. There would be no changes to the exterior of the proposed site, the wrap-around dormer and removal of the garage was complete at time of the visit. The proposed use as a C4 HMO could result in a modest intensification of the use of the property, however, the level of intensification is not considered demonstrably different to that of a C3 dwellinghouses and had it not been for the Article 4 the proposed change of use would not have required planning permission. Given it has been demonstrated there would not be an overconcentration of HMO uses in this area and the similarity in terms of use between a C3 dwellinghouse and a C4 HMO the application is considered to safeguard the character and appearance of the area in accordance with the aims CS24 and CS41 of the Core Strategy and BAP 8 of the Boscombe and Pokesdown Neighbourhood Plan.
29. BAP8 of the Boscombe and Pokesdown Neighbourhood Plan makes reference that HMOs must not harm the character and appearance of the building. As there are no physical changes proposed to the dwelling compliance with BAP 8 is achieved in this regard.



30. Off road parking is an established characteristic of the locality. No changes are proposed to the existing off-road situation where presently there are two car parking spaces. Compliance with policy CS41 and BAP 8 is achieved.

### **Impact on neighbouring properties**

31. No additional windows are proposed to the dwelling. The site visit confirmed that the existing windows facing Number 22 Langton Road at ground floor level are much smaller than standard windows and appear to be high level. There are two first floor windows one of which is obscured the other is clear.
32. There are no side elevation windows to Number 22, therefore any change of use to the rooms in the application property would not cause any harmful overlooking towards the neighbouring dwelling. There would also be no additional windows introduced to the rear elevation facing Number 25 Wolverton Road. The second-floor accommodation is contained within the roof and lit by roof lights. Roof lights predominantly afford skyward or horizontal views and negate the scope for harmful downward overlooking.
33. An overconcentration of HMO uses within a locality can result in a cumulative and materially harmful impact on nearby residential amenity, hence the 10% threshold set out in policy CS24 of the Core Strategy. Taking into account the proposed HMO results in a concentration level of only 2.6% of properties being in HMO use which is well below the 10% threshold set out in policy CS 24 of the Core Strategy. Given the small concentration levels in the search area and the modest intensification of use of the property from a C3 dwellinghouse to a small C4 HMO it is considered that the proposals will safeguard existing nearby residential amenity in accordance with the aims of policies CS24 and 41 of the Core Strategy and policy BAP8 of the Boscombe and Pokesdown Neighbourhood Plan.

### **Parking/traffic/highway safety considerations**

34. The proposal has not provided any information or size specifications of the off-road parking space however this is existing to the dwelling with a dropped kerb serving the area. The parking standards state that HMOs must provide one parking space, therefore as the proposal is supplying two parking spaces it is considered to comply with policy.
35. Cycle provision for 6 bikes is required for this application, no information supporting this has been provided. However, the consultation response from the Local Authority Highway Officer deemed that this is acceptable subject to pre-occupation condition requiring the submission of cycle parking information.
36. Policy BAP8 states that HMOs must not give rise to highway safety concerns or exacerbate on street parking pressure. The proposal would provide both off-road vehicular and cycle parking in accordance with the requirement of the adopted Parking SPD. It should also be noted the site is located in a highly sustainable location close to Christchurch Road where a good level of local amenity, shops and

good public transport connections are available. The site is also relatively close to Pokesdown train station.

37. The car parking spaces and cycle storage area provided is in line with the policy requirements of BAP8, CS16, CS18 and BCP Parking Standards SPD (2021), which is considered acceptable.

### **Waste and Recycling**

38. The proposed site would require 3 bins, 1 x 180 litre refuse bin, 1 x 240 litre recycling bin, and 1 x 23 litre food waste bin. There is sufficient space on site to house the bins.

### **Living conditions of future occupiers**

39. This scheme proposes 6 bedrooms with one person per room occupancy levels that has been specified. All rooms are above the national minimum standard size for HMO use. The following make up of rooms would be offered: -

- **Ground Floor:** One bedroom with ensuite (17.6m<sup>2</sup>), one living room, one kitchen and one dining room with W/C and utility
- **First Floor:** Three bedrooms (17.6m<sup>2</sup>, 16.41m<sup>2</sup> and 12.2m<sup>2</sup>) all with ensuites and a communal snug/office room.
- **Second Floor:** Two bedrooms (14m<sup>2</sup> and 16.5m<sup>2</sup>) both with ensuites and a kitchenette/living room.

40. All habitable rooms would have clear outlooks and daylight.

### **Heathland Mitigation**

41. The site is within 5km of a designated Dorset Heathlands SPA (Special Protection Area) and Ramsar Site, and part of the Dorset Heaths candidate SAC (Special Area of Conservation) which covers the whole of Bournemouth. As such, the determination of any application for an additional dwelling(s) resulting in increased population and domestic animals should be undertaken with regard to the requirements of the Habitat Regulations 1994. It is considered that an appropriate assessment could not clearly demonstrate that there would not be an adverse effect on the integrity of the sites, particularly its effect upon bird and reptile habitats within the SSSI.
42. Therefore, as of 17th January 2007 all applications received for additional residential accommodation within the borough is subject to a financial contribution towards mitigation measures towards the designated sites. However, in this case, no contribution is required because the contribution for a Class C4 HMO (up to 6 residents) is the same as that for a single dwelling having regard to Appendix B of the Dorset Heathlands Planning Framework 2020-2025.

### **Planning Balance/Conclusion**

43. Overall, it is considered that the proposal is not adjacent or located within 100m "of more than 10% of dwellings" that "are within a Use Class C4 or Sui Generis HMO use" as set out within Policy CS24 of the Core Strategy. Furthermore, the development would not result in an overconcentration of HMO use that would cause harm to the character and appearance of the area or to nearby residential amenity

and in this regard accordance with policy BAP8 of the Boscombe and Pokesdown neighbourhood plan is achieved. The development would result in the retention of the existing building and a scale and density of development in keeping with the character and appearance of the area. The scheme would in this regard comply with BAP1 of the Boscombe and Pokesdown Neighbourhood Plan.

44. Therefore, having considered the appropriate development plan policy, including the NPPF, it is considered that subject to compliance with the conditions attached to this permission, the development would be in accordance with the Development Plan, would not materially harm the character or appearance of the area or the amenities of neighbouring and proposed occupiers and would be acceptable in terms of traffic safety and convenience. The Development Plan Policies considered in reaching this decision are set out above.

### **Recommendation**

45. **GRANT permission for the reasons as set out in this report subject to the following conditions and informative notes.**

**1. Development to be carried out in accordance with plans as listed:**

The development hereby permitted shall be carried out in accordance with the following approved plans:

Floor Plan Existing Layout

**Reason:** For the avoidance of doubt and in the interests of proper planning

**2. Cycle Storage**

The development hereby permitted must not be occupied until a scheme showing precise details of the proposed cycle parking facilities is submitted to the Local Planning Authority. Any such scheme requires approval to be obtained in writing from the Local Planning Authority. The approved scheme must be constructed before the change of use is commenced and, thereafter, must be maintained, kept free from obstruction and available for the purpose specified.

**Reason:** To ensure the proper construction of the cycle parking facilities and to encourage the use of sustainable transport modes.

**3. Informative Note: Parking Permit**

The applicant should note and inform future residents that residents may be excluded from being able to purchase permits associated with existing or future parking permit schemes controlled by the Council in the area. This is to encourage the use of sustainable modes of travel amongst future residents in line with Council aims to promote sustainable travel.

**4. Informative Note: Registration required with Environmental Health**

The property subject to the application will be a House in Multiple Occupation under the provision of the Housing Act 2004. It is a requirement that these premises be registered with Environmental Health and Consumer Services. In addition, the property must comply with the Council's standards and statutes governing occupying levels, provision of amenities, means of escape from fire. It must also be properly managed. For further details of your statutory obligations contact Environmental Health and Consumer Services on (01202) 451083.



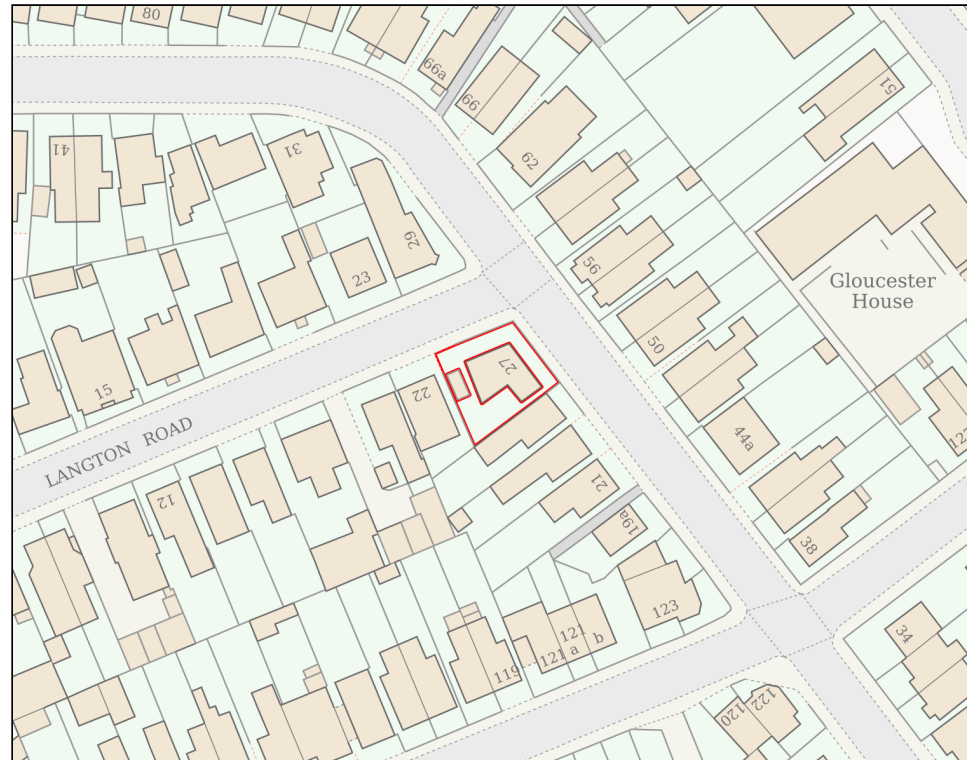
# Location Plan

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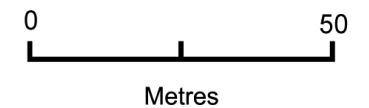
Date Produced: 12-Oct-2024

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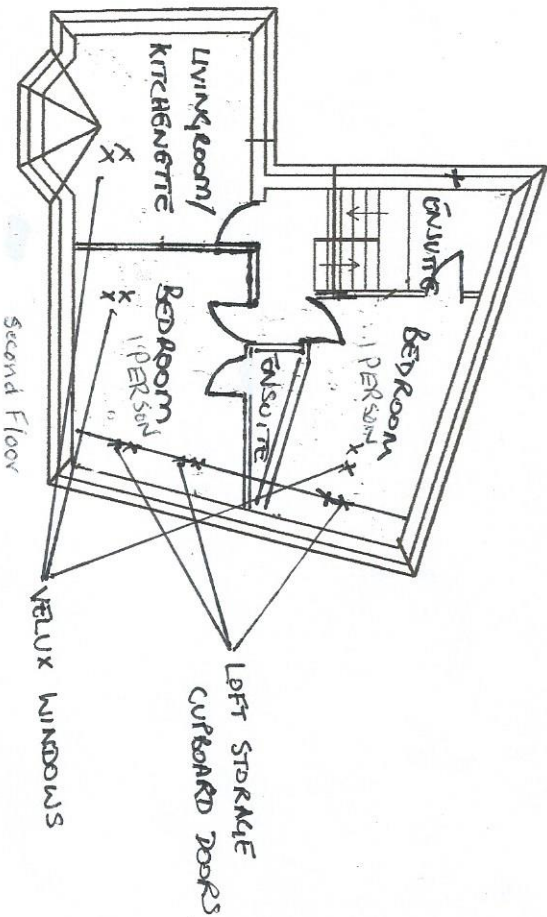
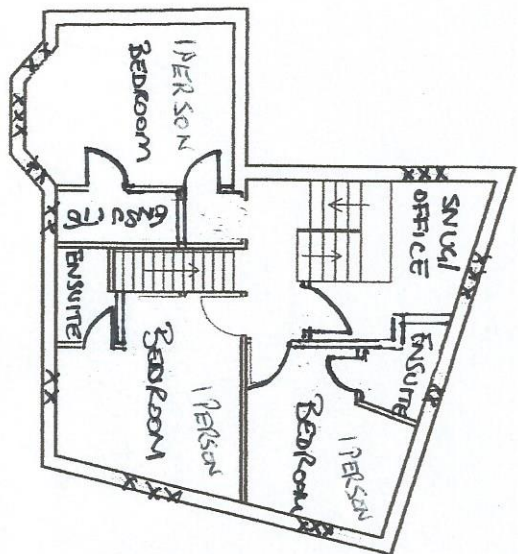
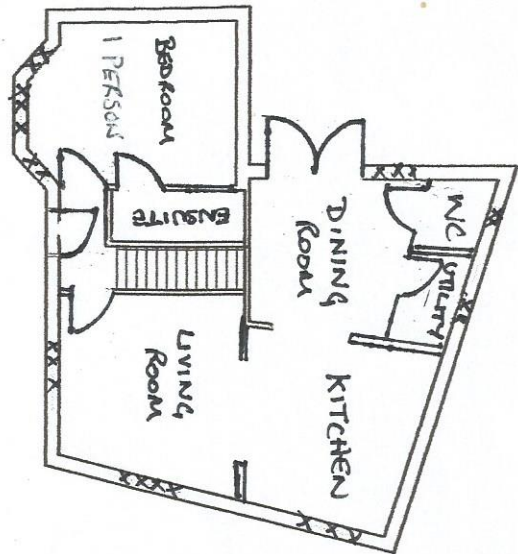
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Planning Portal Reference: PP-13448731v1



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Notes:
1. Scale for planning
1:200
REF: PropHMOFP

Date	24.05.2020
Address	27 Wolverton Rd Bournemouth BH7 6HU

Scale 1:200

FLOOR PLAN  
EXISTING  
LAYOUT



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