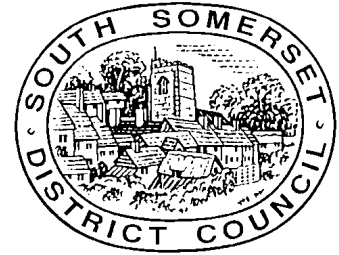


**South Somerset District Council**

*Notice of Meeting*



## Area South Committee

*Making a difference where it counts*

**Wednesday 1st June 2016**

**2.00 pm**

**Council Chamber  
Council Offices,  
Brympton Way,  
Yeovil BA20 2HT**

(disabled access and a hearing loop are available at this meeting venue)



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Members listed on the following page are requested to attend the meeting.

The public and press are welcome to attend.

Please note: Consideration of planning applications will commence no earlier than **3.30pm**.

If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, **Jo Boucher 01935 462011**, website: [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)

This Agenda was issued on Monday 23<sup>rd</sup> May 2016.

*Ian Clarke, Assistant Director (Legal & Corporate Services)*

This information is also available on our website  
[www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)



INVESTORS IN PEOPLE

# Area South Committee Membership

Cathy Bakewell  
John Clark  
Gye Dibben  
John Field  
Nigel Gage  
Peter Gubbins  
Kaysar Hussain

Andy Kendall  
Sarah Lindsay  
Mike Lock  
Tony Lock  
Sam McAllister  
Graham Oakes  
Wes Read

David Recardo  
Gina Seaton  
Peter Seib  
Alan Smith  
Rob Stickland

## South Somerset District Council – Council Aims

South Somerset will be a confident, resilient and flexible organisation, protecting and improving core services, delivering public priorities and acting in the best long-term interests of the district. We will:

- Protect core services to the public by reducing costs and seeking income generation.
- Increase the focus on Jobs and Economic Development.
- Protect and enhance the quality of our environment.
- Enable housing to meet all needs.
- Improve health and reduce health inequalities.

## Scrutiny procedure rules

Please note that decisions taken by Area Committees may be "called in" for scrutiny by the council's Scrutiny Committee prior to implementation. This does not apply to decisions taken on planning applications.

## Consideration of planning applications

Members of the public are requested to note that consideration of the planning applications will commence immediately after Item **17** at approximately **3.30pm**. The public and representatives of Parish/Town Councils will be invited to speak on the individual planning applications at the time they are considered. Anyone wishing to raise matters in relation to other items on the agenda may do so at the time the item is considered.

## Highways

A formal written report from the Area Highways Office should be included in the Agenda in May and November. Alternatively, they can be contacted direct through Somerset County Council on 0300 123 2224.

## Members questions on reports prior to the meeting

Members of the committee are requested to contact report authors on points of clarification prior to the committee meeting.

# Information for the Public

The Council has a well-established area committee system and through four area committees seeks to strengthen links between the Council and its local communities, allowing planning and other local issues to be decided at a local level (planning recommendations outside council policy are referred to the district wide Regulation Committee).

Decisions made by Area Committees, which include financial or policy implications are generally classed as executive decisions. Where these financial or policy decisions have a significant impact on council budgets or the local community, agendas will record these decisions as “key decisions”. Members of the public can view the council’s Executive Forward Plan, either online or at any SSDC council office, to see what executive/key decisions are scheduled to be taken in the coming months. Non-executive decisions taken by area committees include planning, and other quasi-judicial decisions.

At area committee meetings members of the public are able to:

- attend and make verbal or written representations, except where, for example, personal or confidential matters are being discussed;
- at the area committee chairman’s discretion, members of the public are permitted to speak for up to up to 3 minutes on agenda items; and
- see agenda reports.

Meetings of the Area South Committee are normally held monthly at 2.00pm on the first Wednesday of the month at the Council Offices, Brympton Way, Yeovil.

Agendas and minutes of Area Committees are published on the Council’s website [www.southsomerset.gov.uk/councillors-and-democracy/meetings-and-decisions](http://www.southsomerset.gov.uk/councillors-and-democracy/meetings-and-decisions)

The Council’s Constitution is also on the web site and available for inspection in council offices.

Further information about this Committee can be obtained by contacting the agenda co-ordinator named on the front page.

## Public Participation at Committees

This is a summary of the Protocol adopted by the Council and set out in Part 5 of the Council’s Constitution.

## Public Question Time

The period allowed for participation in this session shall not exceed 15 minutes except with the consent of the chairman of the committee. Each individual speaker shall be restricted to a total of three minutes.

## **Planning Applications**

Comments and questions about planning applications will be dealt with at the time those applications are considered, when planning officers will be in attendance, rather than during the Public Question Time session.

Comments should be confined to additional information or issues, which have not been fully covered in the officer's report. Members of the public are asked to submit any additional documents to the planning officer at least 72 hours in advance and not to present them to the Committee on the day of the meeting. This will give the planning officer the opportunity to respond appropriately. Information from the public should not be tabled at the meeting. It should also be noted that, in the interests of fairness, the use of presentational aids (e.g. PowerPoint) by the applicant/agent or those making representations will not be permitted. However, the applicant/agent or those making representations are able to ask the Planning Officer to include photographs/images within the officer's presentation subject to them being received by the officer at least 72 hours prior to the meeting. No more than 5 photographs/images either supporting or against the application to be submitted. The Planning Officer will also need to be satisfied that the photographs are appropriate in terms of planning grounds.

At the committee chairman's discretion, members of the public are permitted to speak for up to 3 minutes each and where there are a number of persons wishing to speak they should be encouraged to choose one spokesperson to speak either for the applicant or on behalf of any supporters or objectors to the application. The total period allowed for such participation on each application shall not normally exceed 15 minutes.

The order of speaking on planning items will be:

- Town or Parish Council Spokesperson
- Objectors
- Supporters
- Applicant/Agent
- District Council Ward Member

If a member of the public wishes to speak they must inform the committee administrator before the meeting begins of their name and whether they have supporting comments or objections and who they are representing. This must be done by completing one of the public participation slips available at the meeting.

In exceptional circumstances, the Chairman of the Committee shall have discretion to vary the procedure set out to ensure fairness to all sides.

The same rules in terms of public participation will apply in respect of other agenda items where people wish to speak on that particular item.

### **If a Councillor has declared a Disclosable Pecuniary Interest (DPI) or a personal and prejudicial interest**

In relation to Disclosable Pecuniary Interests, a Councillor is prohibited by law from participating in the discussion about the business on the agenda that relates to this interest and is also required to leave the room whilst the relevant agenda item is being discussed.

Under the new Code of Conduct adopted by this Council in July 2012, a Councillor with a personal and prejudicial interest (which is not also a DPI) will be afforded the same right as a member of the public to speak in relation to the relevant business and may also answer any questions, except that once the Councillor has addressed the Committee the Councillor will leave the room and not return until after the decision has been made.

# Area South Committee

**Wednesday 1 June 2016**

## Agenda

### *Preliminary Items*

**1. Minutes of previous meeting**

To approve as a correct record the minutes of the previous meetings held on Wednesday 6<sup>th</sup> April 2016 and 19<sup>th</sup> May 2016.

**2. Apologies for absence**

**3. Declarations of Interest**

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9.

Members are reminded that they need to declare the fact that they are also a member of a County, Town or Parish Council as a Personal Interest. As a result of the change made to the Code of Conduct by this Council at its meeting on 15<sup>th</sup> May 2014, where you are also a member of Somerset County Council and/or a Town or Parish Council within South Somerset you must declare a prejudicial interest in any business on the agenda where there is a financial benefit or gain or advantage to Somerset County Council and/or a Town or Parish Council which would be at the cost or to the financial disadvantage of South Somerset District Council. If you have a prejudicial interest you must comply with paragraphs 2.9(b) and 2.9(c) of the Code.

In the interests of complete transparency, Members of the County Council, who are not also members of this committee, are encouraged to declare any interests they may have in any matters being discussed even though they may not be under any obligation to do so under any relevant code of conduct.

### **Planning Applications Referred to the District Council's Regulation Committee**

The following members of this Committee are also members of the Council's Regulation Committee:

Councillors Peter Gubbins, Graham Oakes, David Recardo and Gina Seaton.

Where planning applications are referred by this Committee to the Regulation Committee for determination, in accordance with the Council's Code of Practice on Planning, Members of the Regulation Committee can participate and vote on these items at the Area Committee and at Regulation Committee. In these cases the Council's decision-making process is not complete until the application is determined by the Regulation Committee. Members of the Regulation Committee retain an open mind and will not

finalise their position until the Regulation Committee. They will also consider the matter at Regulation Committee as Members of that Committee and not as representatives of the Area Committee.

#### **4. Public question time**

This is a chance for members of the public and representatives of Parish/Town Councils to participate in the meeting by asking questions, making comments and raising matters of concern. Parish/Town Council representatives may also wish to use this opportunity to ask for the District Council's support on any matter of particular concern to their Parish/Town. The public and representatives of Parish/Town Councils will be invited to speak on individual planning applications at the time the applications are considered.

#### **5. Chairman's announcements**

#### **6. Reports from representatives on outside organisations**

This is an opportunity for Members who represent the Council on outside organisations to report items of interest to the Committee.

#### *Items for discussion*

7. **Exclusion of Press & Public** (Page 8)
8. **The Provision and Maintenance of Bus Shelters in the Yeovil Area (Executive Decision) - Confidential Report** (Pages 9 - 14)
9. **Community Safety - Yeovil One Team** (Pages 15 - 23)
10. **Review of Partnership Arrangements Yeovil Vision** (Pages 24 - 34)
11. **Area South Development Plan 2016/17** (Pages 35 - 50)
12. **Area South Committee Working Groups & Outside Organisations - Appointment of Members 2016/17 (Executive Decision)** (Pages 51 - 56)
13. **Scheme of Delegation - Development Control - Nomination of Substitutes for Chairman and Vice Chairman (Executive Decision)** (Page 57)
14. **Area South Forward Plan** (Pages 58 - 60)
15. **Cycling In Yeovil** (Pages 61 - 63)
16. **Grants Report (For Information Only)** (Pages 64 - 66)
17. **Planning Appeals (For Information Only)** (Pages 67 - 77)
18. **Schedule of Planning Applications to be Determined by Committee** (Pages 78 - 79)
19. **Planning Application 16/01284/FUL - 48 West Coker Road Yeovil Somerset** (Pages 80 - 90)
20. **Planning Application 16/01678/FUL - Tesco Stores Queensway Place Yeovil** (Pages 91 - 96)

21. **Planning Application 16/00978/REM - Land To The North of Thorne Lane Yeovil** (Pages 97 - 105)
22. **Planning Application 15/04703/COU - Newton Surmaville Newton Road Stoford** (Pages 106 - 112)
23. **Planning Application 15/04709/LBC - Newton Surmaville Newton Road Stoford** (Pages 113 - 116)

**Please note that the decisions taken by Area Committees may be called in for scrutiny by the Council's Scrutiny Committee prior to implementation.**

**This does not apply to decisions taken on planning applications.**

## **Recording and photography at council meetings**

Recording of council meetings is permitted, however anyone wishing to do so should let the Chairperson of the meeting know prior to the start of the meeting. The recording should be overt and clearly visible to anyone at the meeting, but non-disruptive. If someone is recording the meeting, the Chairman will make an announcement at the beginning of the meeting.

Any member of the public has the right not to be recorded. If anyone making public representation does not wish to be recorded they must let the Chairperson know.

The full 'Policy on Audio/Visual Recording and Photography at Council Meetings' can be viewed online at:

<http://modgov.southsomerset.gov.uk/documents/s3327/Policy%20on%20the%20recording%20of%20council%20meetings.pdf>

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# Agenda Item 7

## **Exclusion of the Press and Public**

The Committee is asked to agree that the following item (agenda item 8) be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3: "Information relating to financial or business affairs of any particular person (including the authority holding that information)." It is considered that the public interest in maintaining the exemption from the Access to Information Rules outweighs the public interest in disclosing the information.



# Agenda Item 8

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

# Agenda Item 9

## **Community Safety – Yeovil One Team**

*Strategic Director:* Rina Singh, Place & Performance  
*Assistant Director:* Kim Close, Helen Rutter, Communities  
*Service Manager:* Kim Close, Area Development Manager South  
*Lead Officer:* Steve Brewer, Community Safety Co-ordinator  
*Contact Details:* Steve.brewer@southsomerset.gov.uk 01935 462945

### **Purpose of the Report**

To summarise the work of the 'Yeovil One Team' and the development of this multi-agency initiative, drawn together, to protect and improve the quality of life for people living, working or visiting Yeovil.

### **Public Interest**

This report provides an outline of the multi-agency team that has come together to collaboratively tackle issues that can have a detrimental effect on the wellbeing of persons in Yeovil. Members work together on issues that single agencies have been unable to deal with successfully, not looking to replace or duplicate resources the team look to add value to the outcomes through close partnership working at a local level, and solve problems. By sharing resources, knowledge, skill and intelligence the team look to find sustainable solutions to long standing or existing and emerging issues.

### **Recommendation**

That the report be considered and noted.

### **Background**

Early in 2014 Yeovil Central Ward was identified by analysis, from the Avon and Somerset Constabulary Operating Model, to have the highest demand for policing services across Somerset East Policing Area. In addition to this, Yeovil Central ward was in the top half of the deprivation indices across the South West. Other agencies also identified Yeovil as having issues that are not so apparent in other communities within South Somerset.

It was found that one third of the top demand locations for the South Somerset policing area are within the Yeovil Central ward and have the potential to negatively affect the quality of life for residence, the experience for visitors and shoppers and people enjoying the Night Time Economy in Yeovil town.

The multiplicity of agencies, partnership arrangements, responsibilities and individual teams involved in delivering services in Yeovil Central mean that there is no single detailed overview of the pull on services, or effective overview on how partners are tackling the core reasons for the demand for services.

While crime rates, in recent years, have dropped considerably in Yeovil Central the beat continues to have relatively high rates of crime and anti-social behaviour and accounts for three times the requests for police services of other local beats.

Analysis of demand show police resources are increasingly pulled towards dealing with consequences of possible earlier failures, in care, service access, community resilience,

vulnerability of victims, drugs and alcohol abuse, shoplifting, missing people, and mental health.

Building on the existing resources and structures the multi-agency team was pulled together in June 2014, on a pilot bases, with an overarching aim of the Yeovil One Team to develop an integrated model of neighbourhood service delivery to reduce demand and prevent crime and disorder within the Yeovil Central Beat:

- Using shared intelligence and knowledge base to develop a single vision and plan to tackle the causes of crime, anti-social behaviour and deprivation in Yeovil Central Ward.
- Align frontline staff from different services in a single, dedicated team and hub, building capacity to deliver improvements for the community.
- Reduce crime, anti-social behaviour and fear of crime, and proactively tackle associated causes and cycles of local deprivation.
- Provide additional support for victims of Domestic Abuse that sit below MARAC interventions, and repeat victims of crime.
- Target the cause of top demand locations, offenders and victims.
- Build community resilience and increases early intervention to reduce overall demands and cost of delivering public services in Yeovil.

Initially, measurement of success was to be through the level of reported crime which was expected to reduce and the lowering of demand from the identified top demand locations. Additional measures continue to be developed to reflect the various agencies input.

### **Yeovil One Team**

The Operational Group first met on the 18th September 2014 and weekly thereafter. Currently led and chaired by a Police Sargent.

The Tactical Group (Management) was formed in January 2015 holding Monthly meetings to support and direct operations. Cllr Tony Lock is the lead and Chair of the Group. The Tactical Group has an overview of the operations and give a steer to the operations adding additional expertise at a management level and maintain direct interaction with the operational team. This structure of meetings is seen to be working and will continue for the foreseeable future.

Over the time the group has gained members, improved communication and awareness of services available in the area.

The types of services operating within Yeovil One include:

- Police services
- Licensing
- Yeovil Crime Reduction Partnership
- Radio Link
- Community Safety
- Housing Providers and Services
- Environmental Protection
- Community Development
- Regeneration
- Street Scene
- Car Parks
- Fire
- Trading Standards

- Town Council
- Drug and Alcohol services
- Education
- CCTV
- Business

Other agencies, teams and services are called on and are invited to meetings to help with specialisms within their area of expertise.

### **Delivery**

The One Team is able to assist in a wide ranging mix of issues within the community brought forward by any of the partners. Some of which are listed:

- Targeted Response to Anti-Social Behaviour
- Burglary Reduction
- Vulnerable and repeat victims
- Retail Theft
- Regeneration
- Domestic Violence
- Drugs Abuse and Legal Highs
- Safeguarding the vulnerable
- Youth Diversion
- Employment
- Training/Education
- Money Management
- Environment
- Tenant Management
- Communication
- Information sharing
- Crime Reduction and prevention
- Reduce calls on service

The weekly operational meetings were originally hosted by South Somerset District Council at its Yeovil Town Centre offices. Due to additional space requirements the meetings are now being held at the Yeovil Fire Station being able to provide a much larger meeting space. Informal meetings and communication between agency staff happens as and when required to deal with issues or take initiatives forward with feed back to the weekly group. Each of the weekly meetings is recorded against a pre-arranged agenda.

It has never been an ambition of the One Team to monitor the day to day on-going work of the agencies that make up Yeovil One but assist with issues that have not been satisfactorily dealt with through problem solving and use of resources.

The operational team have achieved a great deal in the year with some examples being identified below:

- Reduced call on services
- Intervention with supply of 'Legal Highs'.
- Arranging for an estate of flats to improve security to entrances
- Traffic disorder related to Night Time Economy
- Prolific offenders offered co-ordinated services and or enforcement
- Licensing Enforcement and preventative interventions
- Removal of persistent drinkers and beggars from town centre

- Dealing with persistent nuisance youths
- Improving landlord interventions
- Developed theft prevention protocol with shops and stores
- Set up visible deterrents in town centre
- Working closely with housing providers with difficult clients
- Opened communication channels
- Improved partnership policing of events and celebrations.
- Interventions with supply of controlled substances
- Improved co-ordination and use of the public CCTV system
- Secured 50K of funding
- Reduced crime by 10%
- Reduced reported shoplifting in Yeovil by more than 35%
- Obtained civil injunctions on two prolific offenders

## **Project Vision**

The Yeovil One Team strap line 'Working together to improve neighbourhood Community Safety' represents an overall vision and mission of the team which is:

**Through co-ordinated delivery, protect and improve the quality of life of people living, working, or visiting the Yeovil One Area.**

Through this co-ordinated delivery we are able to tackle issues that act as indicators to depravity, including:

- Crime
- Anti-social Behaviour
- Unemployment
- Poor Health and Substance misuse
- Low income
- Poor education, training or skills
- Limited access to services
- Poor living environment
- Lack of confidence or self-esteem.

The main objective of the team is:

**Develop and maintain a One Team collaborative approach to service delivery in the Yeovil One area, achieving improved outcomes and reduction in service demand.**

Statutory agencies, community, voluntary services, charities and communities themselves have a role to play in tackling deprivation. Yeovil One is not looking to replace or duplicate this work but to add value to the outcomes through the sharing of information, knowledge skills, and resources to problem solve issues and find sustainable long term solutions.

## **Project Approach**

Yeovil One integrated model of neighbourhood service delivery seeks to establish and deliver through four main principals.

- **Use shared intelligence and knowledge** – to pool information and deal with problematic issues through early and effective interventions.

- **Deliver key community priorities**, including a reduction in crime, ASB, fear of crime and proactively tackle associated causes and cycles of deprivation.
- **Empower the community** to enable local residents, workers, community groups and visitors to gain in confidence to take a more proactive role in helping to inform/manage service delivery within their areas and build resilience.
- **Align frontline staff** from different agencies – into a co-ordinated one team for the public sector and voluntary/community sector to work together, which aims to deliver improved outcomes for individuals, families and the local area, as well as significant efficiencies and cost savings to the public sector purse.

## **Governance Structure**

Yeovil One has an Operational Group and is supported by a local Tactical Group which oversees the activity and defines direction and focus. The strategic lead currently sits with the Safer Somerset Partnership.

## **Key Performance Indicators**

There are a number of Performance indicators that have been measured through 2015, in part, as justification of the financial contribution by the Police Crime Commissioner through the Safer Somerset Partnership of £50,000.

The Key Performance indicators achieved can be seen as:

### **1). The Yeovil One Team measured progress through recorded crime figures and interventions delivered.**

Overall crime figures for the area of operation as recorded by Police.UK to show a reduction of 10%.

### **2). Yeovil One facilitated meetings to look at issues where individual agencies have not been able to solve an issue by developing a multi-agency response and/or calling on other services as required.**

12 Tactical and 50 Operational meetings achieved in the year.

### **3). Area audit carried out to identify priority and hot spot areas. This assisted in further identification of repeat offenders and victims so that interventions could be targeted at specifics.**

Audit assisted with identifying additional operational geographical area.

### **4). It is the intention of the group to extend the operational area beyond the Yeovil Central Beat (AE037) to include the wider conurbation of Yeovil.**

Partners agree the Yeovil Geographical extension, in the first instance, to be Yeovil East.

### **5). Develop an internet based communication tool by building on existing structures so that members are able to update and access up to date information.**

Yeovil Crime Reduction Team maintains and operates an intranet communication secure system that has been identified as a valuable tool for Yeovil One Partners to tap into. A formal agreement is in place and all partners have access to the system.

## **6). Develop administration systems to record activity, track progress and evaluate actions.**

Dedicated administration support service accessed and funded to support the operational and Tactical Group teams from January 2016 onwards.

Indicators are now being considered for development and monitoring through 2016. They include:

Overall crime figures

Crime and ASB statistics as published monthly on the Police.uk website.

Individual crime categories

Specific areas provided by the Police e.g. Domestic Abuse, Hate Crime,

Crime categories as published monthly on Police.uk website.

High Demand Locations

Specific locations provided by the Police

Locations identified by partners

Problematic Individuals

Named individuals with a planned targeted action plan

Call on partners services

Service figures from partners in areas that Yeovil One could have an impact.

Partner Specific

Activity where partners would benefit from multi-agency input.

### **Finance**

During 2015 Yeovil One benefitted from a financial contribution of 50k from the Police Crime Commissioners partnership fund which was allocated through the Safer Somerset Partnership. This money has been fully allocated on projects and administration services. A further 5k from this fund has been bid for this year to purchase equipment and 3K from Devon and Somerset Fire and Rescue Service which, as yet, is unallocated.

There is anticipation that further funding, for the 2017/18 financial year and thereafter to maintain the support structure and fund further resources, be sought. If unsuccessful the group would still be able to continue operationally but with much restricted activity.

### **Partnerships Links**

Yeovil One is made up of partners delivering services locally, across Somerset and beyond. The Team have cognisance of the wider partnership arena and strategies for tackling issues within the County. As part of the governance arrangements, Yeovil One has a link into the Safer Somerset Partnership and will seek to report any activity which is having a positive impact on outcomes in relation to those areas of business.

Yeovil One will also seek to influence members to report back to their agencies and report to other service providers or relevant groups within their area of activity.

### **Need, Demand and Sustainability**

As identified through the Office of National Statistics, areas of Yeovil represent significant deprivation. South Somerset District Council has produced Community profiles detailing key information on local areas.

Changes to the local population profile are likely to result in an increase in perceptions of fear of crime and anti-social behaviour, particularly in the older generation or vulnerable. The Team will work with the Neighbourhood Policing Teams, Partners and communities that can have a direct or indirect impact on the issues within the operational area.

After completing the pilot period in which many positive activities and outcomes have been delivered it is seen that this type of close, local partnership working should continue. To this end the Tactical group wish to see Yeovil One continue and wish to facilitate the delivery through to 2020.

It is thought that over a sustained period of time, real, measurable and sustained outcomes will deliver tremendous benefits to the community and partners alike.

### **Consultations**

Yeovil One will seek to use organised events and initiatives to consult with the public in reference to issues and planning activities. This may involve partners attending pre-arranged events or possibly organising specific activities.

### **Marketing and Public Relations**

It is not the intention of Yeovil One to be seen as a branding of services or develop into a recognised formal partnership but to maintain and facilitate partners working together with shared aims and activities.

The Yeovil One logo is used to identify activity and documents related to the team's activity rather than a brand that needs to be recognised by the community. It is seen that each individual agency will maintain its own communication and access points for the community.

Any press release, PR submissions or other media communications put forward by Yeovil One for distribution will be passed to the Tactical Group Chair for authorisation and possibly be reviewed by the corporate relations team at South Somerset district Council.

When a partner releases information to the media, where Yeovil One has had some direct involvement, it is requested that Yeovil One be identified and receives a mention.

### **Legal Considerations**

To facilitate effective collaborative working, all agencies involved will be required to share information and intelligence in accordance with the legislative framework. The local data sharing agreement is in place and will be signed by any person wishing to be involved in activity or receive information about Yeovil One operations.

Yeovil One is a collaborative approach to working and has no formal legal identity. Finance is held on behalf of the team by South Somerset District Council. Following the Tactical Groups authorisation to spend or allocate finance the existing South Somerset District Council finance procedures are followed.

### **Forward Planning**

Given that Yeovil one is to continue, at least, through to 2020 there is a need for the Tactical Group to carry out a further planning exercise to identify the way forward and look at the ongoing funding, management, and resource requirements.

This will enable an outline long term plan to be developed to help maintain direction and allow the Operational Team to retain a focus on delivery.



As it stands, short term for the coming year, the geographical area is extending from the Central Ward/Beat and will now include Yeovil East. This will not act as a barrier if issues have some impact on the Yeovil One area from outside of the current boundaries but effort will be concentrated and maintained within it.

Key Performance indicators (KPIs), on which to monitor progress, need to be agreed.

The ones currently being monitored include:

- Crime and ASB Yeovil Central
- Crime and ASB Yeovil Outer
- Crime and ASB Yeovil Combined
- Crime and ASB Yeovil East
- Crime and ASB Yeovil One (New) Area
- Public CCTV Activity
- Top Reported Incident Locations
- Yeovil Crime Reduction (through KPIs)
- Operational Activity
- Operational Resources and Membership
- Funding.

The Tactical Group wish to build on the already identified positive nature of Yeovil One which includes:

- Timely action
- Swift response
- Sharing information
- Working with partners to solve problems
- Knowing the person to contact
- Debating issues
- Different capabilities can be combined to reach a solution
- Problem Solving
- Reactive and Proactive
- Can do attitude wanting to solve problems.
- improved positive outcomes

### **Financial Implications**

There are no direct financial implications as operations are using existing resources and budgets. There may be a need in the future for the Yeovil One Team to seek funding for resources or operational imperatives and would therefore place bids to receptive organisations. It is hoped that SSSC might be open to such bids.

### **Corporate Priority Implications**

The Council plan states:

Vision – South Somerset: a place where business flourish, communities are safe, vibrant and healthy; where residents enjoy good housing and cultural, leisure and sporting activities.

Target support to areas of need.

Help keep our communities safe.

Some areas of Yeovil are in the 20% most deprived in the county.

### **Carbon Emissions & Adapting to Climate Change Implications (NI188)**

There is little implication to carbon emissions.

### **Equality and Diversity Implications**

There are no implications for equality and diversity.

### **Background Papers:**

None identified

# Agenda Item 10

## **Review of Partnership Arrangements Yeovil Vision**

*Strategic Director:* Rina Singh, Place & Performance  
*Assistant Director:* Helen Rutter, Communities  
*Service Manager:* Natalie Ross, Area South Development Lead  
*Lead Officer:* Helen Rutter, Assistant Director Communities  
*Contact Details:* helen.rutter@southsomerset.gov.uk or (01963) 435012

### **Purpose of the Report**

To bring forward proposals to better integrate the Yeovil Vision with the Town Centre Partnership taking into account of the remit of the newly established Area South Regeneration Board. This includes seeking agreement to amend the terms of reference for the Yeovil Vision Board.

### **Public Interest**

The Council works closely with Partners, including business representatives, to improve the vitality of Yeovil town centre. It is also actively seeking investors to bring back into use vacant sites and increase the retail and other facilities wanted in the town centre. This review of partnership arrangements is designed to do this more effectively.

### **Recommendation**

1. That members support the overall reconfiguration of Partnership arrangements subject to agreement with Yeovil Town Council.
2. That the proposed changes to the Yeovil Vision Board terms of reference are approved.

### **Background**

The Area South Committee oversees the Yeovil Vision Board which is one of the recognised formal partnerships on the SSDC partnership register.

SSDC is seeking to strengthen the delivery of major regeneration and infrastructure projects in South Somerset through the establishment of Area Regeneration Boards feeding into a Regeneration Infrastructure Strategy Board. The Council set aside a pot of up to £8m to support ED & infrastructure two years ago. In the last 9 months it has also recruited extra staff into the Economic Development Team. This team works closely with SCC Growth Board and the Heart of the SW Local Enterprise Partnership to bid for Growth Fund and other external infrastructure funding streams to get much needed investment into South Somerset.

Historically the main mechanism for major Regeneration projects to be advanced has been the Yeovil Vision Board. The original momentum in Yeovil Vision has been diluted over the years due to the disinvestment by SCC and the former SWRDA. The commitment of SSDC and Yeovil Town Council has been maintained. The injection of new resources and a programme structure gives the opportunity to reconsider the remit of Yeovil Vision Board and get the maximum impact from local arrangements, removing any duplication and streamlining effort as far as possible.

The Area South Regeneration Board met for the first time 6<sup>th</sup> April. It is chaired by the Portfolio holder for the Economy and resourced through the Economic Development team, with input from Area Development and Spatial Planning staff. Its remit includes bringing forward significant sites in Yeovil and to progress/ negotiate on major highways improvements serving the town. The Area South Chairman and Councillor Lock from Yeovil Town Council are members of the new Board. As reported verbally to the AS Committee meeting in April, 2 initial projects have been identified to be taken forward to test the new Regeneration Board system

### **Proposals to Reposition Partnership Arrangements**

The charts below show the current partnership arrangements and a proposed model to reconfigure this to adjust the remits and create a better fit with the new Regeneration Boards.

## CURRENT ARRANGEMENTS January 2016

### Yeovil Vision Board

- Chair Peter Gubbins AS Chairman, SSDC
- Voting Members, Chairman, Leader and Director SSDC, Cllr Lock and Town Clerk, Yeovil TC
- Non-voting Board members, Cllr D Hall, and Head of regen service SCC, David Mills, Quedam
- Advisory Officers SSDC, SCC
- Meets monthly
- Monitoring delivery of key highway infrastructure projects, oversight of projects delivered via SSDC match funding
- Bringing forward major projects to regenerate the town centre
- Monitoring other development in and around Yeovil to deliver the Yeovil Vision
- Accountable for external funding and its expenditure
- Reports on activities of Yeovil Town Centre Partnership

### Yeovil Town Centre Partnership Board

- Chaired by David Mills, Quedam
- Chairs of sub groups and top tier funding members
- Meets twice yearly – April & October
- Purpose - Direct the strategy of the Partnership ie : raise the town's profile as a shopping destination regionally; develop a marketing/communications strategy and plan; develop and maintain a website
- Programmes are funded by annual subscription; businesses, SSDC, YTC, businesses, external funding

### Marketing sub-group

- Chair – Emma Slee, Western Gazette
- Love Yeovil branding
- Meetings monthly
- Implementing work programme marketing and events
- Funding from Mary Portas, High St Initiative fund held by YV Board

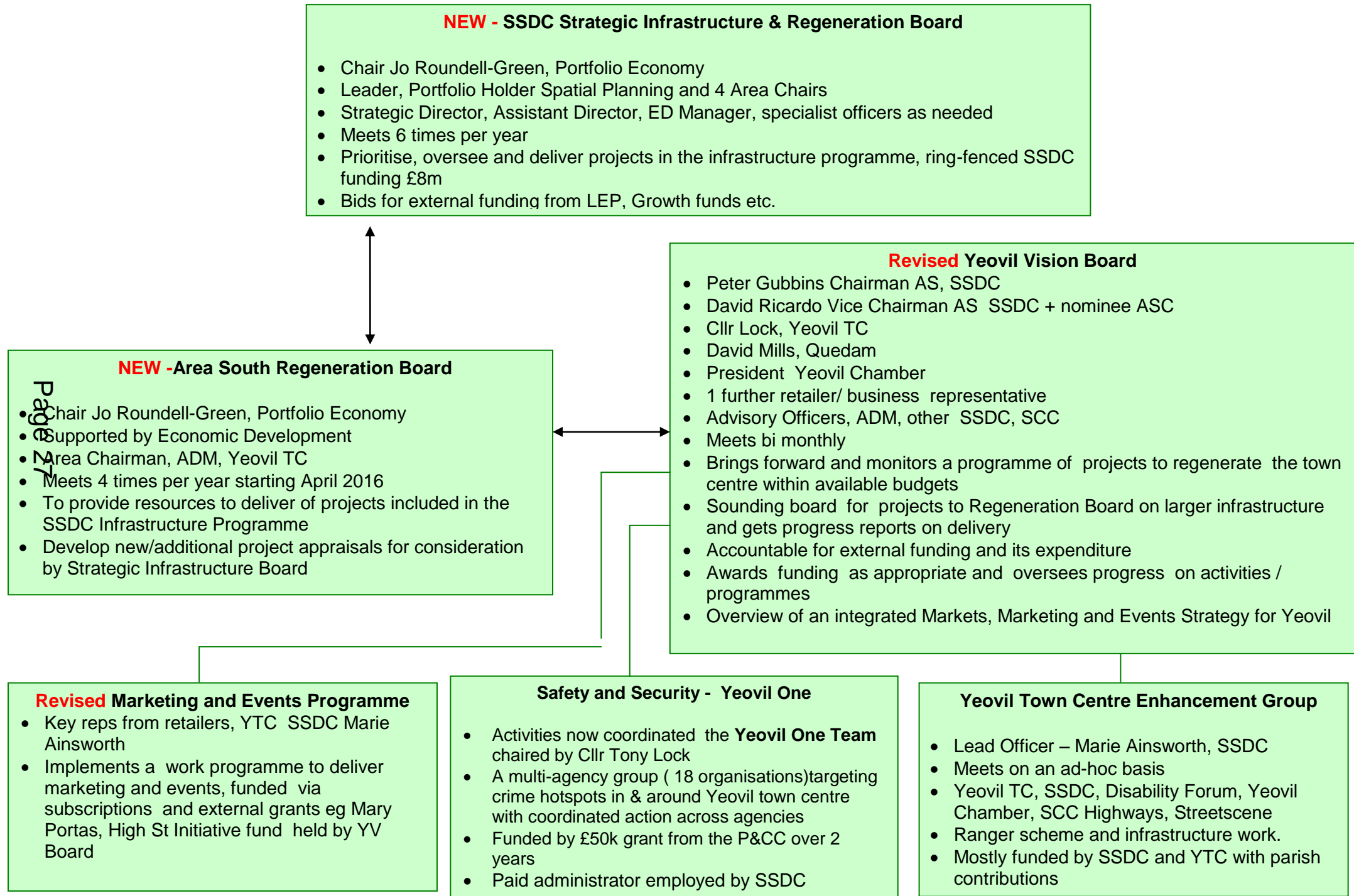
### Safety and Security sub-group

- Activities now coordinated the **Yeovil One Team** chaired by Cllr Tony Lock
- A multi-agency group targeting crime hotspots in & around Yeovil town centre with coordinated action across agencies
- Funded by £50k grant from the P&CC over 2 years
- Paid administrator

### Yeovil Town Centre Enhancement Group

- Lead Officer – Marie Ainsworth, SSDC
- Meets on an ad-hoc basis
- Yeovil TC, SSDC, Disability Forum, Yeovil Chamber, SCC Highways, Streetscene
- Ranger scheme and infrastructure work.
- Mostly funded by SSDC and YTC with parish contributions

**DRAFT OF POSSIBLE NEW ARRANGEMENTS May 2016**



Time has been spent considering the current strengths and challenges of the existing arrangements, which can be summarised as:

<b>Strengths</b>	<b>Challenges</b>
<ul style="list-style-type: none"> <li>• Good engagement of some town centre/ larger businesses</li> <li>• Joint working with Yeovil TC</li> <li>• Focused resources from AS Development Team underpins delivery</li> <li>• Provides a vehicle for channelling resources into priority projects</li> <li>• Has held SCC to account over highways improvement programme</li> </ul>	<ul style="list-style-type: none"> <li>• Dwindling influence of Yeovil Vision Board since SCC and SWRDA funding withdrawn</li> <li>• Complex structure lacks clear working relationships between Yeovil Town Centre Partnership and Yeovil Vision Board – some opportunities to rationalise</li> <li>• Need to strengthen engagement of key town businesses but reduce administrative burden</li> <li>• Strengthen &amp; clarify the role of Yeovil TC</li> <li>• A number of stalled projects in the town centre need new impetus to drive them forward</li> <li>• Unclear how to bid for corporate SSDC resources( expert staff time and funding)</li> </ul>

In summary these changes are designed to strengthen and streamline in order to:

- Merge the Town Centre Partnership Board (TCPB) with the Yeovil Vision Board( YVB). This has already been proposed to the TCPB at its AGM in March and was received positively as the businesses were struggling to service the structures set up for the Town Centre Partnership.
- Enable a re-launch of Yeovil Vision Board with more business membership.
- Retaining three theme programmes implementing the main focus areas: markets, events and overall marketing of town, community safety and town centre enhancement/ civic realm
- Ensure that YVB meets at least quarterly prior to the Area South Regeneration Board meetings so that priorities beyond the scope and resources of YVB can be taken up the line by the Chairman for bids into corporate resourcing as appropriate and to act as a sounding board for emerging infrastructure or regeneration projects
- Introduce a stronger focus on key indicators of the health of the town centre to help gauge the effectiveness of the various funded interventions approved by the YV Board.
- YVB now have a clear line access and greater influence at the more strategic Regeneration Board South and hence to the LEP and Growth Board for access to funding.

**Terms of Reference for Yeovil Vision Board**

Revised terms of reference for the Board are attached in appendix 1 for the committee to consider. The Board is due to meet on 26<sup>th</sup> May and a verbal update will be given from that meeting. Appendix 2 contains the terms of reference for the Area South Regeneration Board to aid understanding about how the two will work together effectively

## **Next Steps**

The Committee is asked to consider and support the recommendations. These will be taken to Yeovil Town Council and discussed further with subscribing members of the Town Centre Partnership to agree the integration of Partnership. Should there be any significant issues these will be brought back to Area South Committee

## **Financial Implications**

There are no new financial implications arising directly from this report. A number of funding streams are ring fenced for projects that help to deliver Yeovil Vision's objectives. The Board has delegated authority for allocating these budgets. This remains unchanged. It is proposed that Town Centre Partnership member fees remain ring-fenced to resource the marketing and events programme. Further discussions will be held with members to confirm these arrangements and are beyond the scope of this report.

New projects seeking capital funds ring fenced for the regeneration of the Eastern End of Yeovil, from the Old Town Station capital reserve are considered by the Area South Committee and authorised through DX.

## **Corporate Priority Implications**

Work will contribute to the following specific actions in year 1 of the emerging Council Plan

- Progress key strategic projects in Yeovil
- Work with Regeneration Boards to deliver local projects eg improve access/ regeneration of Yeovil Town Centre
- Work hub in Yeovil
- Maintain levels of street cleanliness and increase joint working with parishes through parish ranger scheme
- Bring empty properties back into use

## **Carbon Emissions & Adapting to Climate Change Implications (NI188)**

None directly arising from this report

## **Equality and Diversity Implications**

None directly arising from this report

**Background Papers:** *Yeovil Vision and Town Centre Partnership files*



## **APPENDIX 1**

### **Yeovil Vision Project Management Board**

#### **Terms of Reference May 2016**

#### **1. Context - Yeovil Vision Mission:**

**The purpose of the Yeovil Vision Board is to shape, deliver and direct the Yeovil Vision**

**VISION: *“The heart of the country and the mind of the city”***

- Those living in the surrounding hinterland see Yeovil as a destination of choice for their leisure, shopping and entertainment needs.
- Local young people wish and are able to stay in the area for their education and employment needs.
- The town centre has developed lively and vital retail, cultural and residential quarters and a diverse evening economy.
- The quality of the built environment and open spaces are second to none.
- Other towns are coming to learn from us.
- The Vision strap line has real meaning for the whole of the Yeovil area community with tangible examples on the ground.
- The Vision has set out a clear agenda for the future of the Yeovil area beyond 2011 (up to 2026) on the basis of a community led approach.
- Yeovil has a positive image and reputation across the region.

#### **2. Aims of the Vision Project Board:**

- 2.1 To lead and co-ordinate the work of the member organisations to deliver the local components of the Yeovil Vision.
- 2.2 To consider and prioritise a programme of projects of key importance to the delivery of the Yeovil Vision and to (a) monitor performance of locally resourced projects and (b) work closely with the Area South Regeneration Board/South Somerset Infrastructure and Regeneration Board to achieve delivery of major infrastructure and economic projects
- 2.3 To act as advocates for the Yeovil Vision and, in conjunction with the Area South Regeneration Board, keep members' respective organisations advised on progress and priorities.

#### **3. Scope of Work**

- 3.1 Maintain an overview of the Project Delivery Plan.
- 3.2 Approve and monitor delivery of the local elements of the Project Delivery Plan.
- 3.3 Approve and review a Markets, Marketing & Events Strategy to set some longer term goals. To coordinate delivery of these elements including the business-led marketing and events programme
- 3.4 Maintain an overview of the town centre enhancement programme
- 3.5 Receive briefings on safety and security across the town through Yeovil One and feedback any comments
- 3.6 Manage spending on the eco town extension and village?

- 3.7 Allocate resources delegated to it in support of the local elements of the Project Delivery Plan.
- 3.8 Ensuring partners' plans and service delivery are complementary to the Yeovil Vision.
- 3.9 Advise on and recommend actions to the Regeneration/Infrastructure Boards and respective organisations' governing bodies.
- 3.10 Bringing forward wider community and business themes regarding Yeovil and making sure these are reflected at a strategic level.

#### **4. Meetings**

- 4.1 Will take place bi-monthly or such other intervals as agreed by the parties.
- 4.2 The Portfolio Holder for Yeovil Vision will be the Area South Committee Chairman.
- 4.3 If the Chair is absent from any meeting the Vice- Chair of Area South Committee will substitute
- 4.4 To be quorate at least four voting members must be present at the meeting, two of whom must be from South Somerset District Council and one from Yeovil Town Council.

#### **5. Composition and Support**

- 5.1 The Yeovil Vision Project Management Board comprises of the following voting members:
  - Chair of Area South Committee and Vision Portfolio Holder – SSDC (Chairman)
  - Vice-Chairman Area South Committee
  - An appointed Councillor of Area South Committee
  - Two appointed Councillors – Yeovil Town Council
  - Manager of Quedam Centre
  - Representative from Yeovil Chamber of Trade
  - One representative of the Western Gazette or other appointed business/retail representatives from the member bodies of town centre subscribing partners
  - Councillor – Somerset County Council (as and when needed by invitation)
- 5.2 Advisors to the Board:
  - Economic Development Manager
  - Clerk of Yeovil Town Council
  - Assistant Director Communities
  - Financial Services Manager
  - Spatial Policy Manager
  - Such other officers or business representatives as the Board may identify
- 5.3 The Board will have the authority to invite further members to be on the Board as and when deemed necessary. The Board may also call on the expertise of the advisory members of the group to provide information and background on issues when necessary.
- 5.4 If the Board is to function effectively, the members will be expected to attend all meetings or send a representative. Those members who fail to attend or send a representative for more than two meetings will have their membership reviewed.
- 5.5 These Terms of Reference and Membership of the Board will be reviewed annually in April.
- 5.6 Every matter shall be determined, where possible, by a consensus of the members present.
- 5.7 Every member shall have one vote. In the event of a vote being tied the Chair will have a casting vote.

- 5.8 Administration support to arrange meetings and prepare agendas and minutes will be provided by the South Somerset District Council.
  
- 6. Finance
  - 6.1 The Project Management Board have delegated authority for the existing Yeovil Vision capital budget and any subsequent revenue or allocated capital budgets. It can make bids for further resources to the capital programme of SSDC, which will be determined by the District Council's District Executive Committee including the ring-fenced funds for Old Town Station capital reserve.
  - 6.2 The Board has responsibility for the effective management of the existing Vision budgets.

**Signed:** .....  
**Chairman of the Board**

**Date:**

## Area Regeneration Board – Terms of Reference

### 1. Purpose

The Area Regeneration Board will provide the main conduit between the area/local SSDC regeneration boards (Yeovil Vision and MTIG) and external stakeholders. It will provide a forum for robust discussion around the major regeneration projects in South Somerset.

The Area Board will deal with projects and issues on geographical Area basis and this will result in the meeting schedule shown at point 5 below.

Strategic Regeneration Projects are deemed to be those requiring corporate and/or major public sector investment and involvement.

The Area Regeneration Board will ensure that area resources are made available for the delivery of major projects to help maximize project resource when required and ensure that aspirations of local communities are given full consideration through the local representation and links with Yeovil Vision and MTIG.

### 2. Membership of the Area Regeneration Board

This Board will comprise

- The Chair: SSDC Portfolio Holder (Economic Development & Environment) – *delegated when necessary*
- SSDC Leader
- SSDC Portfolio Holder (Spatial Planning)
- Strategic Director (Place & Performance)
- Assistant Director (Economy)
- Economic Development Manager
- Specialist professional officers – as and when required

and

- The relevant Area Chair
- The relevant Area Development Manager
- A relevant area SSDC Member
- A Town Council Member
- A representative from any **key** external project stakeholders

### 3. Aims & Objectives

To provide additional resource in the delivery of projects included in the SSDC Infrastructure Programme.

To help develop new/additional project appraisals for consideration by the Strategic Regeneration Board in order that they may be added to the Infrastructure Programme.

#### **4. Roles & Responsibilities**

- Help inform the Strategic Regeneration Board's decision-making
- Ensure community engagement in strategic regeneration
- Provide regular updates to partners and stakeholders
- Read all relevant reports and attend regular meetings

#### **5. Meetings**

The Regeneration Board will need to agree exact dates, but should aim to meet:

- 4 x per year - Regeneration Board (South)
- 4 x per year - Regeneration Board (West)
- 3 x per year - Regeneration Board (East)
- 3 x per year - Regeneration Board (North)

Meetings will be administered through the Economic Development Team who will circulate reports and prepare agendas.

Where possible the meeting will be held in the appropriate SSDC area.

#### **6. Review**

The Terms of Reference will be reviewed annually, but may be amended in the interim to suit changing priorities and/or resources.

# Agenda Item 11

## **Area South Development Plan 2016/17**

*Strategic Director:* Rina Singh, Director Place and Performance  
*Assistant Director:* Helen Rutter Assistant Director Communities  
*Service Manager:* Natalie Ross Area South Development Lead  
*Lead Officer:* Helen Rutter, acting Area South Development Manager  
*Contact Details:* Helen.rutter@southsomerset.gov.uk or 01963 435012

### **Purpose of the Report**

To seek committee approval for the Area South Development Plan (ADP) 2016/17. This is the high level work programme for the Area Development Team to address priorities identified by the Area South Committee.

### **Public Interest**

This report provides an outline of the role and objectives of the Area South Development Team. This includes the provision of an advice and support service for members of the public from Petters House, Petters Way, Yeovil. The other main elements are the delivery of Yeovil Vision, Regeneration and Community Development projects.

### **Recommendations**

That the Area South Development Plan 2016/17 be approved.

### **Background**

The Area South Committee updates its local priorities on an annual basis within the framework of the overall Council Plan. Through the ADP and other means, it seeks to make progress on these priorities by allocating resources and working with partners and other services within SSDC to achieve results.

The Area budgets enable the Committee to pump prime the work and projects it wishes to implement or support. The use of resources is also reviewed annually. Progress against the Service Plan is monitored monthly by staff and reported to Committee at 6 months and then at the year end. In April an overview of progress made during 2015/16 was presented to Committee. Members were also asked for their views on the emerging priorities both in a discussion after the Committee and also via a survey on economic regeneration projects.

### **The Area Development Plan**

The Area South Development Plan identifies key issues and needs within the town of Yeovil and parishes of Area South and sets out the priorities, main projects and programmes for the Area South Development Team for the forthcoming year. Within this is included day-to-day responsive work with Councillors to address problems and issues that arise through the year.

The plan (see appendix 1) is divided into three sections which relate to the three key areas of work:

1.	Support for the vitality of the local economy, with a focus on Yeovil town centre and improving the physical environment.
2.	Community development with a focus on addressing health, social and economic

	inequalities and the provision and development of community facilities.
3.	To continue to provide a high quality accessible front line enquiry service.

The actions contained within the Plan reflect the emerging Council Plan to be approved in April. The ADP reflects current staff resources. The Area Development team includes 3 Neighbourhood Development Officers (2 FTE). A 5 person Community Support Team (3 FTE) provide both the front office service in Petters House and administrative and project support.

### **Financial Implications**

The Area South Committee has the project resources available to deliver, or support the delivery of, priority projects as shown in Appendix 2.

There are no new implications arising directly from this report at the present time. The financial implications of each new project are brought to Committee for full consideration, when ready, if authority to spend budgets is being sought. Larger projects will be looked at by this Committee first and can bid into corporate funding, including the Economic Development and Infrastructure Capital funds. These will be considered alongside districtwide priorities by DX

### **Council Plan Implications**

Local work will contribute to the following specific draft actions in year 1 of the emerging Council Plan

- Progress key strategic projects in Yeovil
- Work with Regeneration Boards to deliver local projects eg improve access/ regeneration of Yeovil Town Centre
- Work hub in Yeovil
- Maintain levels of street cleanliness and increase joint working with parishes through parish ranger scheme
- Bring empty properties back into use
- Work with partners on public sector hub in Yeovil
- Support at least 50 community projects

### **Carbon Emissions & Climate Change Implications**

Carbon Emissions & Adapting to Climate Change Implications (NI188)

The town centre location of Petters House minimises travel and the carbon emissions associated with it. The quality of regeneration within Yeovil will have a significant impact on future carbon emissions.

### **Equality and Diversity Implications**

Equality and Diversity will be fully explored in the implementation of the various projects within the Area Development Plan

### **Background Papers**

- *Tackling the Challenges* draft Council Plan
- The Economic Development Strategy

*Place and Performance*  
**Area South Development Service Plan**  
**April 2016 – March 2017**  
Portfolio Holder – Cllr Peter Gubbins  
Manager – Helen Rutter

**This is what we do:** Working with local communities and elected members to promote economic vitality, better health choices and stronger communities.

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What do we do?	Why?	Key Achievements in 2015/16
Tackle Health and Social and economic Inequality	<ul style="list-style-type: none"> <li>• High level of need in specific Area South wards.</li> </ul>	<ul style="list-style-type: none"> <li>• Established community plan for Westfield to get regeneration of the neighbourhood and to tackle health &amp; social inequalities.</li> <li>• Partnership meeting delivered to establish joined up working between agencies and the local community.</li> <li>• Funding obtained to deliver new Westfield bus bay to tackle road safety</li> <li>• Brand Westfield partnership programme with Yeovil College &amp; Westfield Community Association to tackle negative image of the neighbourhood.</li> <li>• Worked with Westfield Academy to establish new sports facilities and healthy lifestyles initiatives in order to provide better access to local sports &amp; activities within the local neighbourhood where they live.</li> <li>• Established working party to develop plans to build a new community hall at St.Peters Church in Westfield.</li> </ul>
Community Development	<ul style="list-style-type: none"> <li>• Local member priority</li> <li>• Responding to community needs</li> <li>• Responding to government legislation and policy e.g. Localism</li> <li>• Support for the provision of high quality Community Halls and Hubs to promote healthy living, community cohesion, and cultural and leisure activities.</li> <li>• Working with local communities to enhance the appearance of their local areas</li> <li>• Support for local partnerships including the LSP</li> <li>• Improve employment prospects and reduce economic inequalities</li> <li>• Influencing how inward investment is allocated to community infrastructure projects in Area South.</li> </ul>	<ul style="list-style-type: none"> <li>• Helped communities and parish councils register 6 assets of community value.</li> <li>• Worked with Community Health and Leisure to organise the first Bike Fest event in the East of Yeovil.</li> <li>• Worked with partners to deliver the first play area at Wyndham Park.</li> <li>• Worked closely with SCC to plan the two new primary schools needed in Yeovil.</li> <li>• Planned and delivered 3 extremely well attended community days at Wyndham Park.</li> <li>• Installation of Pump Track at Birchfield Park</li> <li>• Produced a quarterly bulletin for parishes and community groups providing information on funding, grants and local events.</li> <li>• Developing and Maintaining the Area South Community Web Pages.</li> <li>• Arranged 3 multi-agency community forum events.</li> <li>• Updated the Ward Profiles.</li> <li>• Offered advice to over 30 voluntary and charitable groups.</li> <li>• Worked with West Coker Parish Council to develop a master plan feasibility document for recreation ground including a new pavilion and play park.</li> <li>• Supported parishes to enhance current community / village hall provision (including digital inclusion projects)</li> </ul>

Grants	<ul style="list-style-type: none"> <li>• Supporting innovative communities who seek help to help themselves.</li> <li>• Supporting voluntary and charitable organisations, not-for-profit group, parish or town councils and other organisations that benefit the wider community.</li> <li>• Support for Community facilities to promote healthy living , community cohesion, and cultural and leisure activities</li> <li>• Working with local communities to enhance the appearance of their local areas</li> </ul>	<ul style="list-style-type: none"> <li>• Allocated full grant budget £11,230 helping to secure £46,023 of external funding to be invested in our local communities.</li> <li>• Provided an increased funding advice service in response to the current financial climate.</li> </ul>
Community Safety	<ul style="list-style-type: none"> <li>• Ensure we respond effectively to community safety issues.</li> <li>• Support for the Safer Somerset Partnership</li> </ul>	<ul style="list-style-type: none"> <li>• Host the Yeovil One Team administration and monthly Tactical Group to deliver very effective multi agency working to tackle antisocial behaviour in Yeovil Central and East Wards</li> <li>• Continue development and enhancement of CCTV in Yeovil town centre including new surveillance being completed at the underpass.</li> <li>• Implemented a range of ASB tools following new legislation.</li> </ul>
Regeneration	<ul style="list-style-type: none"> <li>• To deliver investment and development that local people value in Yeovil.</li> <li>• Enhancing the vitality of Yeovil Town Centre</li> <li>• Working with local communities to enhance the appearance of their local areas in Yeovil and the surrounding villages.</li> <li>• To ensure high quality build design with high level of sustainability in new developments where possible.</li> <li>• Support for the Yeovil Vision</li> </ul>	<ul style="list-style-type: none"> <li>• We have continued to support the Yeovil Town Centre Enhancement Group and secured funding for a town centre Ranger and completed a schedule of improvements in Yeovil town centre.</li> <li>• We continue to work with SCC to finalise the Reckleford scheme.</li> <li>• Continued to work with the developers of the Glove Factory to market vacant units.</li> <li>• Commenced work on commissioning 6 new Welcome to Yeovil signs.</li> <li>• Commenced work on commissioning new town centre maps.</li> <li>• Carried out improvements on 8 SSDC owned bus shelters</li> <li>• Replaced bus shelter on Mudford Road</li> <li>• Continued to support the Yeovil Vision Board and review in the light of new Regeneration Boards</li> <li>• The Regeneration of Middle Street and Sherborne Road have remained a priority, awaiting go ahead from Yeovil Vision Board.</li> </ul>
Front line enquiries and	<ul style="list-style-type: none"> <li>• Providing easily accessible access to council services</li> </ul>	<ul style="list-style-type: none"> <li>• Over 12,000 enquiries dealt with at the front desk including detailed advice provided to deal with over 6,000 benefits enquiries</li> </ul>

support service		<ul style="list-style-type: none"> <li>We have worked to enhance the range of services offered from Petters House, which now includes; Citizens Advice Bureau, Camelot Credit Union and Royal British Legion.</li> </ul>
Management of Markets Across SS	<ul style="list-style-type: none"> <li>Markets are a key characteristic of market towns and add significantly to the vibrancy and viability</li> <li>Increasing the “offer” within town Centre</li> <li>To provide low cost entry level business opportunities for business start up.</li> </ul>	<ul style="list-style-type: none"> <li>Working with the Yeovil Market Improvement Group to regenerate Yeovil markets.</li> <li>Monitoring of the market income and performance</li> <li>Continued management of the operational aspects of the markets</li> <li>Carried out consultation with traders and adjacent retailers on moving the location of the market</li> <li>Manage and implement a marketing strategy for the markets including websites and social media sites.</li> <li>Manage and support the Vintage Market.</li> </ul>
Economy	<ul style="list-style-type: none"> <li>To deliver investment and development, that local people value in Area South.</li> <li>Enhancing the vitality of the Town Centre</li> <li>Motivate and support business associations acting as a point of contact.</li> <li>Enhance the vitality of Neighbourhood centres</li> <li>Support for the Yeovil Vision</li> </ul>	<ul style="list-style-type: none"> <li>Support for the Yeovil Town Team that contributes towards a range of events including the Coca-Cola Christmas tour, the annual Christmas Lights switch on, Super Saturday and the Yeovil Half Marathon and attracts significant funding from local businesses for the benefit of the town centre.</li> <li>Hosted a Marketing Co-ordinator for the Yeovil Town Team to promote Yeovil Town Centre and to develop and maintain the Yeovil Town App, social media and trial the loyalty card.</li> </ul>
Support for members	<ul style="list-style-type: none"> <li>To assist members in their role to enable them to work more effectively for the communities they represent.</li> </ul>	<ul style="list-style-type: none"> <li>We continue to work closely with Area South Members who are included on the project board of all Area South Community Development and Regeneration Projects</li> <li>Provided support for members to respond to emerging community issues</li> </ul>

Our Key Priority Areas for 2016/17 are:	
1.	Support for the vitality of the local economy, with a focus on Yeovil Town Centre and improving the Physical Environment
2.	Neighbourhood Development with a focus on addressing Health, Social and Economic inequalities and developing community facilities.
3.	To continue to provide a high quality accessible front line enquiry service

Area South Development Service Standards

**Community Grants**

SSDC is committed to supporting community development and projects, for which we offer a range of grants. The standards that we expect to fulfil are:

- Grant Application Pack to be sent out within 48 hours of request
- Acknowledgment letter or email to be sent out with 3 day of receipt of application from
- Award letter or email and conditions to be sent out within 5 days of scrutiny committee

**Front Office**

The Council have staff available in all area and community offices to offer advice and guidance on all council services. In particular:

- Benefits applications may be handed in at all offices where they will be verified by our staff.
- Electoral role for the area where the office is located is available

**Neighbourhood Development**

South Somerset District Council's Regeneration and Community Development Teams aim to:

- Answer all Regeneration and Community Development queries and questions received within the timescales set by corporate service standards.
- Offer advice and support to any community group within our Area wishing to produce a parish plan.
- Encourage participation and will give at least six weeks' notice of workshops, meetings or consultations, which will always be held in accessible venues.
- Ensure that communities are consulted and engaged with all of our major physical improvement projects.
- Endeavour to offer funding advice to local associations and voluntary groups and where we are unable to offer grant assistance we will provide

information on other possible sources of funding.

- Support the Area South Community Development multi agency forum, which brings together key partners to jointly tackle issues relating to the safety and well-being of residents across the district.
- Check our SSDC website pages once a month to make sure they are up to date and relevant.

Who do we work with? <i>We work in partnership with the following services, agencies and organisations to achieve our priorities:</i>		
Access for All Armed Forces Community Covenant Alzheimer's Society Avon & Somerset Constabulary BBC Somerset (Media related) British Heart Foundation Bus operators Business community (various members) Camelot Credit Union Carymoor Education Trust Charities and volunteer groups (various) Children and youth work groups (various) Citizen Advice Bureau Community Associations : Abbey Manor Westfield Milford Birchfield New Town (Reckleford) Wyndham Park Community Speed Watch Co-operative Shop (Westfield) Developers and agents Devon & Somerset Fire & Rescue Service Environment Agency Federation of Small Businesses GP Surgeries – Yeovil and Area South Individual volunteers (various) Knightstone Housing Association Locality & DCLG (through the Our Place project) Local buskers/musicians Magna Housing Association	National Trust NHS : Health visitors Yeovil District Hospital Public health specialists Older people (preventative) Breastfeeding promotion (UNICEF award for Somerset) Pathways Play groups / pre-schools (various) Post office Parish Councils Quedam shopping centre Royal British Legion Shopmobility Social Enterprises (various) Somerset County Council Somerset Rural Youth Somerset Smokefree Alliance South Somerset Together (SST) South Somerset Mind Yarlinton Housing Group Stonewater Housing Association SSVCA The Breeze The Conduit The Hub – Yeovil Ward Members Western Gazette Yeovil Job Centre Yeovil Hub	Yeovil in Bloom Yeovil Chamber of Trade & Commerce Yeovil Foundation Learning Partnership Yeovil Town Council Yeovil Town Team Yeovil Town Centre Local Action Group Yeovil Foyer Yeovil One Team Yeovil Churches : Yeovil Community Church St.Peter's Church St.Mark's Methodist Church Yeovil Family Church Birchfield Church Yeovil Street Pastors Yeovil Schools federation : Yeovil College Milford infant School Milford Junior School Grass Royal School Pen Mill School Reckleford School Birchfield Community School Bucklers Mead Academy Aspire group (Bucklers mead) Westfield Academy Preston Academy

Priority area	Action	Who	When	Outcome	Performance Measure
1 Support for the vitality of the local economy with a focus on Yeovil Town Centre and Improving the Physical Environment	Continue to support the Yeovil Town Team approach, linking this more closely to the Yeovil Vision	ADM/ Marie Ainsworth	March 2017	A financially independent marketing group with an active programme of events and activities to support business in the town centre.	Update reports to Area South. Regular YTT Newsletters.
	Work with ED on a feasibility study into a town centre workspace hub, modelled on Petters House	ED ADM	June 2016	The concept of a workspace hub in the town centre is tested. If viable detailed proposal and resourcing worked up	Business case establishes risks and benefits
	Commission a focused update of Town Centre Development Framework, working with Yeovil Vision and the South Regeneration Board	ED ADM	Dec 2016 tbc	A strategic approach to development in Yeovil town centre. The study will be a tool to market and attract commercial investment to key sites. It will ensure infrastructure investment is well planned and targeted	Report to Area South Committee
	In partnership with other services including, Property Services and Spatial Planning, develop a range of proposals for Yeovil Bus Station.	ADM	March 2017	Cost effective arrangements in place to ensure convenient bus travel to and from Yeovil.	Update reports to Area South Committee, SASG and DX
	Develop proposals for Retail Incubation within the Town Centre. Policies together with a package of support delivered in part through the Yeovil Town Team	ADM	March 2017	A report setting out a range of options to provide support for new retail businesses within Yeovil Town Centre.	Update report to Area South Committee.
	Review the Yeovil Vision Board terms of Reference and Membership and support the new arrangements	ADM	June 2016 Review March 2017	Maintaining the Yeovil Vision within a cost effective and streamlined structure, to influence strategic projects seeking external resources and to oversee the delivery of local projects for the benefit of Yeovil.	Supporting Yeovil Vision meetings producing all related reports, agendas minutes and newsletters
	Bring forward plans for Middle Street and Sherborne Road enhancement scheme.	ADM Marie Ainsworth	tbc work with key partners to agree timescale	Better environment	Update report to Area South Committee

Priority area	Action	Who	When	Outcome	Performance Measure
	Negotiate with SCC Highways about resolution to complete outstanding works on Reckleford Road Scheme. Removal of bagged traffic lights to be considered as part of wider enhancement work in this area.	ADM Marie Ainsworth	tbc	Improved traffic flow through Reckleford  Removal of bagged traffic lights linked to Middle Street and Sherborne Road enhancement work	Detailed traffic count and County Highways post-completion report. to Yeovil Vision Board and Area South Committee
	Support for the 2016 Christmas Lights Switch on event.	Marie Ainsworth	November 2016	Successful event for Yeovil Town Centre.	Update report to Area South.
	Support the Yeovil Half Marathon	Marie Ainsworth	March 2017	Yeovil Town Centre successfully hosts the half marathon bringing approximately 4000 people into the town centre for the event.	Update report to Area South
	Agree and arrange installation of 6 gateway signs.	Marie Ainsworth	Sept 2016	Up to date and attractive signs are installed at the agreed gateway locations entering Yeovil	Report to Area South.
	Commission design work to update display boards and install within the Town Centre.	Marie Ainsworth	June & Nov 2016	The production of a proposals report for consideration by Area South Members.	Report to Area South.
	Continue to support the Yeovil Town Centre Enhancement Group and implement the multi-agency maintenance schedule.	Marie Ainsworth	March 2017	Cleaner, better maintained environment in the town centre	Programme of improvements agreed & implemented Update reports to Area South Committee
	Work with Property Services to resolve future provision beyond current Primesight bus shelter contract.	ADM Marie Ainsworth	March 2017	Cleaner, better maintained bus shelters	Update report to Area South Committee / DX
	Comment on appropriate planning applications on weekly list.	Marie Ainsworth Natalie Ross James Divall	March 2017	Better quality and appropriate development	Planning consultation comments submitted to Planning department
	Continue to support and advise communities and businesses to initiate and implement projects within area south	Marie Ainsworth Natalie Ross James Divall	March 2017	Continued engagement with communities and businesses to deliver successful community projects and business outcomes	Advice and support given on specific projects.  Report to Area South Committee.



Priority area	Action	Who	When	Outcome	Performance Measure
	Continue to support and develop existing Yeovil Markets (operational support)	Marie Ainsworth Lisa Davis	March 2017	Vibrant and diverse town centre economy	Report to Area South Committee
	Manage a monthly Vintage market in King George St, Yeovil.	Marie Ainsworth	March 2017	Vibrant and diverse town centre economy	Performance review and report to Area South Committee
	Devise improved strategy for markets in Yeovil - Market Improvement Group.	Marie Ainsworth Lisa Davis	March 2017	An economically viable chartered market which provides good quality trading opportunities and attracts footfall to the town centre.	Update report to Area South
	Continue to support the administration of promotional spaces in Yeovil town centre	Lisa Davis Veronica Woodall	March 2017	Vibrant and diverse town centre environment	Update report to Area South Committee
	Work with Streetscene to develop plans & projects to enhance the Open Spaces Strategy development for Yeovil to improve local community access, health & well-being.	Natalie Ross	March 2017	Physical enhancement of the green transportation routes and open spaces.  Improved marketing to promote access & awareness.  Particular focus on improved seating in Birchfield Park and investigate the feasibility of improvements to Milford Park.	Update report to Area South Committee
	To develop and support the Yeovil One project with a view to co-locating the Yeovil One team within Petters House	ADM Steve Brewer	March 2017	Greater partnership working on community safety issues within Yeovil Town Centre and agreed priority areas.	Report to Area South Committee.
	Engage with and support Parishes arranging events as needed to address their priorities	ADM Marie Ainsworth Natalie Ross James Divall	March 2017	Improved communication with Parish Councils. Better understanding of Parish issues and needs.	Regular attendance at Parish Council meetings. Annual Parish Meeting

Priority area	Action	Who	When	Outcome	Performance Measure
2 Community Development with a focus on addressing Health, social and economic inequalities and developing community facilities	Implement the Our Place community Action Plan for Westfield.	ADM James Divall	March 2017	Healthier, more self-reliant communities. Improved community services.	Active Community Associations.  Update report to Area south Committee
	Neighbourhood retail enhancement project – Westfield/Birchfield/Glenthorne Ave.	Marie Ainsworth	March 2017	Improvement plans in place, phase works in accordance with funding available.	Update report to Area South Committee
	Support Community Associations & promote local community events such as Big Lunch, Table top sales, fetes and One stop shop information days.	Natalie Ross James Divall	March 2017	Events to build local community cohesion and increase the recruitment of volunteers on community associations.	Completed successful events.
	Work with Developers to plan community facilities on future key sites in Yeovil and surrounding parishes in Area South.	ADM Natalie Ross James Divall Marie Ainsworth	March 2017	Future key sites will provide facilities to ensure more sustainable communities.  Particular focus on Kingfisher Primary School at Lufton and Community Facilities adjacent to Wyndham Park.	Plans for Community facilities on future key site developments.
	Provide help and advice to communities wishing to develop community facilities	Natalie Ross James Divall	March 2017	Communities will have better community facilities.	Report on funding and support given to communities
	Arrange 3 multi-agency community forum events per annum.	Natalie Ross	March 2017	Community and agencies have the opportunity to discuss emerging issues and share information	Meetings arranged.
	Provide support and advice to Yeovil Without Parish Council with regards to community/play facilities	Natalie Ross James Divall	March 2017	Facilities provided to benefit Yeovil Without residents	Report to Area South  Consultation Event for the MUGA

Priority area	Action	Who	When	Outcome	Performance Measure
	Investigate and arrange temporary community facilities for use of Yeovil Without residents.	Natalie Ross	March 2017	Facilities provided to benefit Yeovil Without residents.  Community consultation event at Wyndham park June 2016.	Investigate possible sites and arrange for services to be installed.  Secure funding.  Arrange purchase and installation.
	Continue to support provision for youth activity within Area South.	Natalie Ross James Divall	March 2017	Accessible activities for young people within Area South.	Report to Area South  Continue to organise and chair the Youth Opportunities Group  Continue to support the Yeovil Youth Service Review Group
	Support new local travel initiatives.	Natalie Ross James Divall	March 2017	More people able to access other modes of transport rather than the car.	Report to Area South.
	Provide funding advice and guidance to charitable organisations. Manage and assess community grant fund applications.	Natalie Ross James Divall	March 2017	Organisations able to access funding.  SSDC support to local organisations	Allocation of the full fund by March 2017.  Reports to Area South Committee
	Maintain and publish up to date Ward Profiles	Helen Sharpe	June 2017	More people able to access information about where they live and work locally	Updated Ward Profiles
3 To continue to provide a high quality accessible front line enquiry	Work with partners and transformation team to assess the feasibility of establishing an advice one stop shop	ADM	March 2017	Advice needs of customers better met through a technology enabled, multi-agency, advice hub located in the town centre	Report to Area South Committee
	Continue to provide high quality accessible front desk enquiries service.	Lisa Davis	March 2017	Provide a very good customer service	To achieve at least 98% customer satisfaction rate.

Priority area	Action	Who	When	Outcome	Performance Measure
service	Continue to review and improve the reception arrangements	Lisa Davis	March 2017	Improved customer experience	Tested via customer satisfaction survey
	To ensure that staff are trained and prepared to deal with relevant changes for universal credit.	Lisa Davis	March 2017	Staff confident and able to give the best information and support to customers	Tested via customer satisfaction survey

**In addition, the service will deliver actions to deliver key corporate strategies, comply with corporate policies, deliver savings, monitor performance, review and monitor complaints and manage risk within the service**

## Appendix 2

## AS Budget Summary with Available Resources – 2016/17

1	Budget type	AS Capital Programme	Yeovil Vision Reserve	Our Place Reserve	Health Inequalities Reserve	Community Grants	Area South Initiatives	Transport schemes grants
2	Year start position 2016/17	£14,500 £191,304	£110,474	£18,117	£31,328	£11,230	£27,000	£19,950
3	Commitments to projects other comments	£2,000 Yeovil to Ilchester multi-user pathway feasibility  £12,500 Westfield Academy bus parking bay  £15,089 for play area refurbishment district-wide	Delegated to Yeovil Vision Board	External funding for community action plan	External funding from PCT ring-fenced for health inequalities work		£6,659.29 Yeovil Ranger Scheme. £2,000 Christmas lights £6,000 Town Centre events £500 Lufton QS costs £3,000 Contribution to Yeovil Town Team Remainder to be used on ADP approved projects	£7,326,60 Highway related improvements to town centre incl. bus shelter refurbishment.  Remainder to be used on ADP approved projects and ad hoc work throughout year.  Including welcome to Yeovil signs etc.
	Uncommitted balance as at 22 April 2016	£176,215	£110,474	£18,117	£31,328	£11,230	£8,840.71	£12,623.40

# Agenda Item 12

## **Area South Committee Working Groups and Outside Organisations – Appointment of Members 2016/17 (Executive Decision)**

*Assistant Director:* Ian Clarke, Assistant Director – Legal & Corporate Services  
*Service Manager:* Angela Cox, Democratic Services Manager  
*Lead Officer:* Jo Boucher, Democratic Services Officer  
*Contact Details:* jo.boucher@southsomerset.gov.uk or 01935 462011

### **Purpose of the Report**

As the Council has entered a new municipal year, the Committee is asked to review its appointments to outside organisations and working groups within Area South, having regard to the policy on the Roles and Responsibilities of Councillors appointed to Outside Bodies, which was adopted by District Executive on 1<sup>st</sup> May 2014.

### **Recommendations**

The Committee is asked to:

1. appoint members to serve on these groups and panels for the municipal year 2016/17.
2. review and appoint members to the outside organisations as set out in the report.

### **Area South Panels and Working Groups**

The following table shows the internal working groups, and their memberships, appointed by this Committee for the municipal year 2015/2016. The Committee is asked to decide whether to re-establish the groups for the new municipal year and agree the memberships of each of the groups.

<b>Organisation</b>	<b>Representatives 2015/2016</b>	<b>Lead Officer</b>	<b>Frequency of meetings</b>
Area South Community Forum	Tony Lock Peter Gubbins	Natalie Ross	Quarterly
Yeovil Town Centre Enhancement Group	Mike Lock John Clark Tony Lock David Recardo Wes Read Gina Seaton Sarah Lindsay Andy Kendall	Marie Ainsworth	Ad-hoc
Yeovil Youth Service Review Group	Cathy Bakewell Rob Stickland	Natalie Ross	Ad-hoc
Middle Street and Sherborne Road Enhancement	Mike Lock Tony Lock David Recardo Peter Gubbins Andy Kendall	Marie Ainsworth	Ad-hoc

Yeovil Market Improvement Group	Peter Gubbins Cathy Bakewell Gina Seaton Mike Lock Nigel Gage	Marie Ainsworth	6 monthly
Birchfield Group	Yeovil East and Yeovil Without Ward Members	Natalie Ross	Ad-hoc

### Outside Organisations

The organisations and groups to which representatives have been appointed by this Committee are set out below. Members will be aware that they reviewed this list of organisations in October 2013 and made several recommendations towards the final policy on the Roles and Responsibilities of Councillors appointed to Outside Bodies, which was adopted by District Executive on 1<sup>st</sup> May 2014.

Members are now asked to review and appoint members to the outside organisations for 2016/17, having regard to the adopted policy. Further information is attached at Appendix A.

Organisation	Representation 2015/2016	Representation 2016/2017
Access For All	Vacant	
Abbey Community Association	Alan Smith	
Birchfield Community Association	No appointment made in line with Policy	
John Nowes Exhibition Foundation	Peter Seib	
South Somerset MIND	Vacant	
William Ruddock Almshouse Trust	No appointment made in line with Policy	
Wyndham Trust (Yeovil)	Peter Seib	
Yeovil Crematorium and Cemetery Joint Committee	Nigel Gage Graham Oakes Gye Dibben	
Yeovil in Bloom Gardeners Market Steering Group	Tony Lock	
Yeovil One	Tony Lock	
Yeovil Sports Club Board of Management	Gye Dibben	
Yeovil Town Team	Peter Gubbins	
Preston School Strategic Management Group	David Recardo Wes Read	
Yeovil Vision Board	Peter Gubbins	Peter Gubbins David Recardo Vacancy

## **Financial Implications**

None for Area South Committee. Mileage claimed by Councillors attending meetings of outside bodies to which they are appointed is approximately £1,000pa and is within the existing budget for Councillors travelling expenses held by Democratic Services. There may be a small saving resulting from any decision to reduce the number of SSDC appointed outside bodies, however, a number of Councillors do not claim any mileage for their attendance at these meetings.

## **Council Plan Implications**

There are several of the Council's Corporate Focuses which encourage partnership working with local groups, including:-

- Work in partnership to deliver investment and development that local people value with particular emphasis on Yeovil and Chard;
- Work with partners to contribute to tackling youth unemployment;
- Work with partners to combat fuel poverty;
- Ensure, with partners, that we respond effectively to community safety concerns raised by local people and that the strategic priorities for policing and crime reduction in South Somerset reflect local needs;
- Work with and lobby partners to help communities to develop transport schemes and local solutions to reduce rural isolation and inequalities to meet existing needs of those communities.

## **Carbon Emissions and Climate Change Implications**

None

## **Equality and Diversity Implications**

Full consideration to equalities was given in producing the Policy on the Roles and Responsibilities of Councillors appointed to Outside Bodies.

## **Background Papers**

Minute 15, Area South Committee, 5 June 2013

Minute 184, District Executive, 1 May 2014

SSDC Policy on the Roles and Responsibilities of Councillors appointed to Outside Bodies.

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## Area South Committee Working Groups and Outside Bodies – Appointment of Members 2015/16

## Area South Outside Bodies Information

Name of Organisation	Contact Name	Contact Details	Number of Council Nominees	Period of Appointment	Aims & Objectives	Legal Status	Status of Councillor	Frequency of Meetings	Insurance	Venue of Meetings
Abbey Community Association	Mr R Jackson, Honorary Secretary	19 Burroughs Avenue, Yeovil, Somerset, BA21 3JT 01935 474584	1	1 Year	To advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life.	Charitable Trust	Charity Trustee	2nd Wednesday in the month	Legal Defence costs £250,000, Employers Liability £10,000,000, Public/products liability	Abbey Community Centre
Birchfield Community Association	Leonard Curran-Gibson, Secretary	31 Northbrook Road BA21 5RG 01935431507	2	1 Year	To promote the benefit of the inhabitants of north east Yeovil and its environs to provide facilities in the interest of social welfare for recreation and leisure time occupation.	Charitable Trust	Observer/Advisor	March, June, Sept & Nov		Birchfield Community Centre
John Nowes Exhibition Foundation	Joanne Smith	Mansion House, Yeovil, BA20 1EP	1	1 Year	To give educational grants for individuals in the Yeovil Area ages 16-25	Charitable Trust	Trustee	October		
South Somerset Disability Forum	Sallie Leveridge	20 South Street, Yeovil, Somerset, BA20 1QE, 01935 706766	4	1 Year	To improve the quality of life for disabled people in South Somerset, by improving access to services, facilities, buildings, leisure, transport and the countryside.	Registered charity	Observer	Bi-monthly forum meetings first Tuesday of Month	Professional Indemnity Insurance	Council Chamber, Brympton Way or Yeovil Town Council

Name of Organisation	Contact Name	Contact Details	Number of Council Nominees	Period of Appointment	Aims & Objectives	Legal Status	Status of Councillor	Frequency of Meetings	Insurance	Venue of Meetings
South Somerset Mind		Unit 4, Yeovil Small Business Centre, Houndstone Business Park, Yeovil Somerset BA22 8WA	1	1 Year	To provide services which improve mental health.	Charity	Board Member/Observer	3rd Monday of every month at 6.30pm		The Markwick Centre, Yeovil
William Ruddock Almshouse		9 Ryefields Close, West Coker, Yeovil, BA22 9DA	1	3 Years		Charitable Trust	Trustee	Spring and Autumn	Trustee Liability Cover £250,000	Trustee's House
The Wyndham Trust	Joanne Smith	Mansion House, Princes Street, Yeovil BA20 1EP 01935 846185	1	1 Year	To promote the education of children & young people in Yeovil in the history, archaeology and anthropology of Yeovil and the South and West parts of the county of Somerset.	Charitable Trust	Ex-officio Trustee	2 per year		Battens Solicitors
Yeovil Crematorium and Cemetery Joint Committee	Amanda Card, Town Clerk	Yeovil Town Council, 19 Union Street, Yeovil 01935 382424	4	1 Year	Responsible for overseeing the management and operation of Yeovil Crematorium and Yeovil Cemetery			Quarterly basis. Wednesdays at 7.00pm		Yeovil Town Council
Yeovil in Bloom Gardeners Market Steering Group	Amanda Card, Town Clerk	Yeovil Town Council, 19 Union Street, Yeovil 01935 382424	1	1 Year	Responsible for overseeing the organisation and management of the Yeovil in Bloom initiative			Mondays at 4.30pm		Yeovil Town Council
Yeovil Sports & Social Club	David Paulley,	Yeovil Sports & Social	1	1 Year	The association in a social club of members	Unincorporated	Board Member	Second Wednesday	Public Liability,	Clubhouse, Johnson

Name of Organisation	Contact Name	Contact Details	Number of Council Nominees	Period of Appointment	Aims & Objectives	Legal Status	Status of Councillor	Frequency of Meetings	Insurance	Venue of Meetings
Board of Management	Secretary	Club, Johnson Park, Coronation Avenue, Yeovil, BA21 3DX, 01935 474433			interested in all amateur sports and pastimes and to promote and encourage the same. The provision and maintenance of a Clubhouse and ground and equipment.	Trust		each month at 7.30pm	Employers Liability, Club Executive Liability	Park
Yeovil Town Team	Kim Close, Area South Development Manager	Petters House, Petters Way, Yeovil 01935 462708	1	1 Year	To support the action plan for Yeovil Town Centre			Quarterly		The Town House, 19 Union Street, Yeovil
Preston School Strategic Management Group	Gregg Morrison, Principal	Monks Dale, Yeovil, Somerset, BA21 3JD	2	Until position resigned	To ensure community use of the leisure facilities in line with the signed Shared Use Agreement, overseeing service delivery and monitoring the operation and financial performance of the leisure facilities.	Trust	Member of SMG	Once per school term		Preston School Academy

# Agenda Item 13

## **Scheme of Delegation – Development Control – Nomination of Substitutes for Chairman and Vice Chairman (Executive Decision)**

*Strategic Director:* Rina Singh, Strategic Director (Place & Performance)  
*Assistant Director:* Martin Woods, Assistant Director (Economy)  
*Lead Officer:* As above  
*Contact Details:* Martin.woods@southsomerset.gov.uk or (01935) 462071

### **Purpose of the Report**

As the Council has entered a new municipal year, the Committee is asked to review the appointment of two members to act as substitutes for the Chairman and Vice Chairman in the exercising of the Scheme of Delegation for planning and related applications. The current member substitutes are Councillors Peter Seib and Tony Lock.

### **Recommendation**

That, in line with the Development Control Revised Scheme of Delegation, two members be nominated to act as substitutes for the Chairman and Vice Chairman to make decisions in the Chairman's and Vice Chairman's absence on whether an application should be considered by the Area Committee where a request has been received from the Ward Member(s).

### **Background**

The Council's scheme of delegation for Development Control delegates the determination of all applications for planning permission, the approval of reserved matters, the display of advertisements, works to trees with Tree Preservation Orders, listed building and conservation area consents, to the Development Manager except in certain cases, one of which being the following:-

"A ward member makes a specific request for the application to be considered by the Area Committee and the request is agreed by the Area Chairman or, in their absence, the Vice-Chairman in consultation with the Development Manager. (This request must be in writing and deal with the planning issues to ensure that the audit trail for making that decision is clear and unambiguous). In the absence of the Chairman and Vice-Chairman there should be nominated substitutes to ensure that 2 other members would be available to make decisions. All assessments and decisions to be in writing."

### **Financial Implications**

None as a direct result of this report.

**Background Papers:** Minute 36, Council meeting of 21<sup>st</sup> July 2005

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# Agenda Item 14

## **Area South Committee Forward Plan**

*Strategic Director:* Rina Singh, Acting Chief Executive  
*Assistant Director:* Helen Rutter / Kim Close, Communities  
*Service Manager:* Kim Close, Area Development Manager - South  
*Agenda Co-ordinator:* Jo Boucher, Democratic Services Officer, Legal and Democratic Services SSDC  
*Contact Details:* jo.boucher@southsomerset.gov.uk or (01935) 462011

### **Purpose of the Report**

This report informs Members of the agreed Area South Forward Plan.

### **Recommendations**

Members are asked to:-

1. Comment upon and note the proposed Area South Forward Plan as attached at Appendix A.
2. Identify priorities for further reports to be added to the Area South Forward Plan, developed by the SSDC lead officers

### **Area South Committee Forward Plan**

The forward plan sets out items and issues to be discussed by the Area Committee over the coming few months.

The forward plan will be reviewed and updated each month, by the joint lead officers from SSDC, in consultation with the Area Committee Chairman. It is included each month with the Area Committee agenda, where members of the Area Committee may endorse or request amendments.

Members of the public, councillors, service managers, and partners may request an item is placed within the forward plan for a future meeting, by contacting the agenda co-ordinator.

**Background Papers:** None

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## Appendix A

### Notes

- (1) Items marked in *italics* are not yet confirmed, due to the attendance of additional representatives.
- (2) For further details on these items, or to suggest / request an agenda item for the Area South Committee, please contact the Agenda Co-ordinator; Jo Boucher.

Meeting Date	Agenda Item	Background/ Purpose	Lead Officer
<b>6<sup>th</sup> July 2016</b>	Streetscene Update Report	Annual Update Report	Chris Cooper, Streetscene Manager
	Countryside Service Update Report	Annual Update Report	Katy Menday, Countryside Manager
	Dorcas House Statement of Accounts	To approve the Dorcas House Annual Accounts	Jayne Beevor, Principal Accountant
	Birchfield Park Bicycle Facility	Report on the Birchfield Park Bicycle Facility	Ian Case, Principal Engineer & Rob Parr, Senior Play & Youth Facilities Officer
	Westland Leisure Complex, Yeovil	3 monthly update report on the Westland Leisure Complex, Yeovil	Steve Joel, Assistant Director (Health and Well-Being)
<b>3<sup>rd</sup> August 2016</b>		<i>Please note this meeting will only be held if there are planning applications to be determined</i>	
<b>7<sup>th</sup> September 2016</b>	Arts & Entertainment Service Update Report	Annual Update Report	Adam Burgan, Arts & Entertainments Manager
	Economic Development Update Report	Annual Update Report	David Julian, Economic Development Manager
	Westland Leisure Complex, Yeovil	3 monthly update report on the Westland Leisure Complex, Yeovil	Steve Joel, Assistant Director (Health and Well-Being)
<b>5<sup>th</sup> October 2016</b>	Environmental Services Update Report	Annual Update Report	Alasdair Bell, Environmental Health Manager
	Section 106 Monitoring Report	Six Monthly update report	Neil Waddleton, Section 106 Monitoring Officer

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Background/ Purpose</b>	<b>Lead Officer</b>
<b>2<sup>nd</sup> November 2016</b>	Somerset Highways – maintenance programme	A six monthly update report on the current and expected highways maintenance programme in Area South	Mike Fear, Assistant Highway Service Manager, South Somerset Highways
	Affordable Housing Development Programme	The purpose of this report is to update members on the likely outturn position of the Affordable Housing Development Programme in relation to Area South	Colin McDonald, Corporate Strategic Housing Manager
<b>30<sup>th</sup> November 2016</b> <i>(Please note revised date for the December meeting)</i>	SSDC Welfare Benefit Work in South Somerset	Annual Update on the Welfare Benefit Work in South Somerset	Catherine Hansford, Welfare Benefits Team Leader

# Agenda Item 15

## **Cycling in Yeovil**

<i>Strategic Director:</i>	<i>Rina Singh (Place &amp; Performance)</i>
<i>Assistant Director:</i>	<i>Martin Woods (Economy)</i>
<i>Service Manager:</i>	<i>David Norris (Development Manager)</i>
<i>Lead Officer:</i>	<i>Simon Fox (Area Lead Officer - South)</i>
<i>Contact Details:</i>	<i>simon.fox@southsomerset.gov.uk or (01935) 462509</i>

### **Purpose of the Report**

To promote discussion regarding cycling infrastructure and activity in the town, to draw together threads of work and create a point of contact/feedback loop.

To update members, through a presentation, of the current situation regarding cycling routes, potential future infrastructure projects and the intentions to promote cycling.

### **Public Interest**

The creation of a continuous network of cycling routes across the town linking key areas of residential growth and employment/leisure destinations is considered to be a key area of work in creating a more sustainable town.

### **Recommendation**

That members note and comment on the report and presentation and give support and encouragement (without prejudice) to officers to progress with current intentions to develop cycling in the town.

### **Background**

The Area Lead Officer (South) has responsibility for overseeing the planning applications and the development of three key residential housing sites and two emerging sustainable urban extensions, plus housing schemes within the urban framework totalling some 7500+ homes in the plan period.

The Local Plan and good planning requires these homes to be well connected to new and existing employment areas, transport interchanges and leisure and retail facilities in the town centre.

One way of ameliorating growing concerns regarding car borne traffic is to promote sustainable means of transport including bus, walking and cycling. When associated to new development this is called Travel Planning.

SSDC and in particular Development Management can, as part of the planning process, play a significant role in seeking and delivering new cycling infrastructure in the town and as such is perfectly placed to oversee the town wide provision and where attention is needed. At the moment there are some fantastic stretches of cycle routes, although in other places it is more fragmented and still second fiddle to the motor car.

Working with colleagues in Spatial Policy, Area Development, Community, Health and Leisure, County Highways, Countryside, Streetscene plus developers and other stakeholders we have the potential to develop a safe, useable, continuous and sustainable network with



coverage across the town. There is a body of work concerning 'green' travel including the UWE Active and low carbon travel paper 'A transport vision for Yeovil', 2010 and the work underpinning the Local Plan.

In infrastructure terms what is good for cycling is generally good for walking and so whilst this report has cycling as its emphasis the benefits are also found by pedestrians and runners, undertaking physical exercise. The health benefits associated with cycling are significant, and reduce car borne traffic and the associated air pollution created. Improving access to the growing Yeovil Country Park for recreation is also a significant benefit.

The creation of a continuous network for cycling, building on what currently exists will also create the opportunities for spin-offs such as the bike-park at Birchfield/Wyndham Park, cycle to school initiatives, the SSDC cycling app for smartphones/tablets and a cyclists forum to gain feedback from everyday users of the network. A generic form of Yeovil branded signage would add character and legibility to the routes and show how long it would take in minutes to get to key focal points and destinations. Avoiding congestion and parking charges whilst gaining physical activity with knowledge of safe and secure parking at destination will encourage first timers to take up cycling in Yeovil or for former cyclists to take it up again. Many proficient cyclists will continue with current on-road travel, the key aim is to encourage more people into the habit by creating a series of commuting and recreational linkages.

Attention should not only be paid to the creation of routes and links but also the storage of cycles at home, the parking of cycles at destination and welfare facilities to give people a realistic alternative to the car.

Levering in developer funding through s106 and/or CIL by creating defined projects will ensure projects can be delivered. Based on current work bids have been made to the LEP and Great Western Railway Customer and Communities Improvement Fund. No monies are currently sought from Community, health and Leisure for cycling infrastructure.

The promotion of cycling requires coordination, focus and a vision. No one person currently has responsibility for this matter and the diminishing resource available from the County Council means that opportunities will be missed if not progressed now.

Various planning applications, member/officer led projects and initiatives will be discussed over the coming months and years and it is therefore important to see the whole picture and how small pieces of the jigsaw fit together.

As such Members will be shown a powerpoint presentation outlining a draft cycling 'masterplan' of existing and proposed routes in the town which can be used as a base-plan for further related projects.

This report therefore acts as a rallying call for member support to pursue and coordinate good planning.

### **Financial Implications**

Financial support for some projects may be sought on a case by case basis.

### **Corporate Priority Implications**

The effective management of planning obligations and the promotion of health and wellbeing will be beneficial in achieving all of the Councils Corporate Priorities.

**Carbon Emissions & Adapting to Climate Change Implications (NI188)**

The provision of local, quality sustainable travel is paramount within a sustainable, low carbon, community.

**Equality and Diversity Implications**

The normal planning assessment criteria will ensure such matters are suitably addressed and promoted.

**Background Papers:**

None.

# Agenda Item 16

## **Grants Report (For information only)**

*Strategic Director:* Rina Singh, Strategic Director – Place and Performance  
*Assistant Director:* Helen Rutter, Assistant Director – Communities  
*Service Manager:* Natalie Ross, Area Development Lead - South  
*Lead Officer:* Natalie Ross, Area Development Lead - South  
*Contact Details:* natalie.ross@southsomerset.gov.uk or (01935) 462956

### **Purpose of the Report**

To update members on the allocation of the community grants budget for the financial year 2015/2016.

### **Public Interest**

Community grants are available in each area to voluntary and charitable organisations, not-for-profit groups, Parish or Town councils and other organisations that benefit the wider community. Applications are encouraged that meet a clearly identified local need.

### **Recommendation**

That members note the report and for any queries contact the Area Development Lead - South direct as this report is for information only.

### **Background**

The Community Grants Budget funds:  
Community, voluntary and charitable organisations.  
Not-for-profit groups with a signed set of group rules.  
Parish or Town Councils.  
Other organisations (e.g. churches and schools) can apply if wider community benefits can be shown.  
Up to 50% of the application costs  
The maximum grant available is £12,500.

Applications are encouraged that meet a clearly identified need at a local or district level in the following areas:

Arts, Play and play areas, Community transport, Sports and recreation and physical activity, Community enterprises, Youth initiatives and facilities, Crime and disorder reduction, Group development and 'start-up', Community activities and initiatives, Social and community advice and support, Community buildings, facilities and equipment and Wildlife and countryside initiatives

This scheme does not fund:  
Projects where the work has already started.  
Individuals.  
School or education fees.  
Trading or profit making organisations.  
Applications more suitable for other award schemes.  
Organisations which have more than 1 years running costs in uncommitted reserves.

## Grants

Organisation	Project	Project Cost	Grant Awarded	Remaining Budget
Yeovil Table Tennis Club	Rollaway tables due to forced relocation of club	860	430	10800
Odcombe Parish Council	Play equipment	8107	4053	6747
Yeovil Division Guides	Accessible toilets	21450	2000	4747
Sutton Bingham & District Canoe Club	Two Katakana boats	6605.6	1200	3547
Inspired to Achieve	Incredible Tuesday Group	9000	3500	47

The allocation of £11,230 in grants has enabled projects to take place with a value of £46,023.

## Conditions

All grants are subject to the following conditions:

Notify SSDC if there is a material change to the information provided in the application.  
Start the project within 6 months of this grant offer and notify SSDC of any changes to the project or start date as soon as possible.  
Confirm that all other funding sources have been secured if this was not already in place at the time of the application and before starting the project.  
Acknowledge SSDC assistance towards the project in any relevant publicity about the project (eg. leaflets, posters, websites, and promotional materials) and on any permanent acknowledgement (eg. plaques, signs etc).  
Work in conjunction with SSDC officers, to monitor and share the success of the project and the benefits to the community, resulting from SSDC's contribution to the project.  
Provide a project update and/or supply before and after photos if requested.  
Supply receipted invoices or receipts which provide evidence of the full cost of the project so that the grant can be released.

### **Additional conditions applying to buildings, facilities and equipment**

Establish and maintain a "sinking fund" to support future replacement of the building / facility / equipment as grant funding is only awarded on a one-off basis.  
Use the SSDC Building Control service where buildings regulations are required.  
Use a contractor selected from the SSDC approved list for play area facilities.  
Incorporate disabled access and provide an access statement where relevant.

### **Additional conditions applying to Play & Facilities**

Ensure that the play area is inspected and maintained in accordance with EN1176 or a successive standard.  
Provide good quality signage to buildings and facilities.

### **Financial Implications**

None, the full £11,230 budget has been allocated.

**Corporate Plan**

Grants contribute to the Council Plan Priority: Health and Communities.

**Carbon Emissions & Adapting to Climate Change Implications (NI188)**

None

**Equality and Diversity Implications**

None

***Background Papers:*** None

# Agenda Item 17

## **Planning Appeals (For information)**

*Assistant Director: Martin Woods, Assistant Director (Economy)*  
*Lead Officer: Martin Woods, Assistant Director (Economy)*  
*Contact Details: martin.woods@southsomerset.gov.uk or (01935) 462071*

### **Purpose of the Report**

To inform members of the appeals that have been lodged, decided upon or withdrawn.

### **Recommendation**

That the report be noted.

### **Background**

The Area Chairmen have asked that a monthly report relating to the number of appeals received, decided upon or withdrawn be submitted to the committee.

### **Appeals Allowed**

Ward: Coker  
Proposal: Demolition of existing bungalow, erection of 14 dwellings, together with associated landscaping, access and infrastructure (GR 351633/112251)  
Appellant: Mr David Matthews  
Site: Moor End Nursery, Moor Lane Hardington Moor Yeovil BA22 9NW

### **Financial Implications**

None

### **Implications for Corporate Priorities**

None

### **Other Implications**

None

***Background Papers:*** *Planning application files*



The Planning  
Inspectorate

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Mr David Norris  
South Somerset District Council  
The Council Offices  
Brympton Way  
Yeovil  
Somerset  
BA20 2HT

Your Ref: 14/05063/FUL  
Our Ref: APP/R3325/W/15/3134898

03 May 2016

Dear Mr David Norris,

**Town and Country Planning Act 1990**

**Appeal by Halsall Homes**

**Site Address: Moor End Nursery, Moor Lane, Hardington Moor, YEOVIL,  
Somerset, BA22 9NW**

**CORRECTION NOTICE**

**Appeal by Mr D Matthews against the decision of South Somerset District Council**

I am enclosing a copy of the corrected appeal decision letter, in pursuance of Section 56(2) of the Planning and Compulsory Purchase Act 2004, as amended. This decision corrects that issued on 7 April 2016.

With regard to the number of dwellings, the Inspector notes "*there has been considerable community engagement which lead to a reduction in overall numbers from 15 to 14...*" in paragraph 10 of the decision letter. Due to a typographical error, the Inspector incorrectly stated in paragraph 1 of the decision letter that planning permission had been granted for 15 dwellings. This has been corrected to 14 dwellings.

Please accept our apologies for this typographical error and for any confusion and inconvenience that may have been caused.

Information about the Inspectorate's complaints procedures can be obtained via our web site:-

<https://www.gov.uk/government/organisations/planning-inspectorate/about/complaints-procedure>

The site also gives information on the circumstances in which the validity of this decision may be challenged by making an application to the High Court.

Yours sincerely,

*Steve Adgey*  
Steve Adgey

*Where applicable, you can use the internet to submit documents, to see information and to check the progress of cases through the Planning Portal. The address of our search page is - [www.planningportal.gov.uk/planning/appeals/online/search](http://www.planningportal.gov.uk/planning/appeals/online/search)*



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## Appeal Decision

Site visit made on 1 March 2016

**by Simon Hand MA**

an Inspector appointed by the Secretary of State for Communities and Local Government

Decision date: 03 May 2016

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**Appeal Ref: APP/R3325/W/15/3134898**

**Moor End Nursery, Moor Lane, Hardington Moor, Yeovil, BA22 9NW**

- The appeal is made under section 78 of the Town and Country Planning Act 1990 against a refusal to grant planning permission.
  - The appeal is made by Mr David Matthews against the decision of South Somerset District Council.
  - The application Ref 14/05063/FUL, dated 10 November 2014, was refused by notice dated 4 June 2015.
  - The development proposed is the demolition of existing bungalow and construction of 15 dwellings (Use Class C3), together with associated landscaping, access and infrastructure.
- 

This decision is issued in accordance with Section 56 (2) of the Planning and Compulsory Purchase Act 2004 as amended and supersedes that issued on 7 April 2016

### Decision

1. The appeal is allowed and planning permission is granted for the demolition of existing bungalow and construction of 14 dwellings (Use Class C3), together with associated landscaping, access and infrastructure at Moor End Nursery, Moor Lane, Hardington Moor, Yeovil, BA22 9NW in accordance with the terms of the application, Ref 14/05063/FUL, dated 10 November 2014, subject to the conditions in Annex A.

### Main Issues

2. The Council have a single reason for refusal which refers only to policy SS2. The main issue is therefore, whether policy SS2 is to be considered up to date and whether the proposed development meets the criteria of that policy.

### Reasons

#### *Policy SS2*

3. The proposal is for a housing development of 14 units, five of which would be affordable. The Council refused permission as the proposal was contrary to policy SS2 of the South Somerset Local Plan (2015). This policy deals with development in rural settlements. There are five criteria relevant to housing development; firstly that it should meet identified housing need, particularly for affordable housing; secondly, that it should be commensurate with the scale and character of the village; thirdly that it should increase the sustainability of the settlement; and fourthly it *“should generally have the support of the local*

*community following robust engagement and consultation*". It is agreed that Hardington Moor is a settlement that meets the fifth criterion; that housing would also only be allowed in settlements which have access to 2 or more key services. The first four criteria are thus in dispute.

4. The Council do not have a 5 year housing land supply and so paragraph 49 of the NPPF is engaged so that "*relevant policies for the supply of housing should not be considered up to date*". I was given a recent appeal decision for South Somerset DC<sup>1</sup> in which the Inspector found the housing supply provisions of SS2 could not be up to date because of paragraph 49, but he did not specify which parts of SS2 were affected. Insofar as it deals with the location of housing then I agree that SS2 is a policy for the supply of housing and so of the five criteria listed above the first and fifth are out of date as far as the NPPF is concerned. Nevertheless the policy still exists and should be given weight as required by s38(6) of the Act. I shall therefore analyse the proposal against the four disputed criteria, attaching weight to the results as appropriate.

#### *Identified housing need*

5. The provision of affordable housing clearly meets an identified housing need. The Council argue that 14 houses are not required to provide 5 affordable units, but that ratio is within the proportion required by policy HG3. There is nothing in SS2 that suggests a higher ratio of affordable to market housing should be used in Rural Settlements than elsewhere and the Council do not take issue with the need for 5 affordable units. Consequently, I cannot see there is a rationale to argue that 14 units in total are excessive.
6. The Council do argue that some bungalows would be preferable to allow older villagers to downsize and remain in the village, but there seems to be no direct evidence to support this contention, and the Council's Strategic Housing Department accepted the 5 units offered. Taking this together I consider the proposal does meet an identified housing need.

#### *Scale and character of the village*

7. The village is relatively small and is clustered around the junction with Moor Lane. Dwellings line Moor Lane until it reaches Moor Farm where it turns into a footpath. There are a number of vernacular cottages in the Lane, several of them listed, but also a lot of more modern houses. From the lane on the ridge above the village there is a good view of the whole area. It is clear that as with many rural hamlets the village has grown in the post war era with clusters of houses of the same design all clearly built at the same time. The proposal would appear to be the largest of such groups, but would not look inherently out of place. It is not so large that it would dominate the village, or even Moor Lane.
8. The density of the proposal is 27dph which is fairly generous by modern standards. The square in the centre for parking is not a feature found in Hardington Moor or in other villages in the area so far as I am aware. However, it would be an interesting feature in its own right. The design has been accused of looking like Poundbury, but I do not necessarily consider that to be a criticism. The houses are all designed separately so there will be variation and interest. I consider this is a sensitive and attractive design which, with

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<sup>1</sup> APP/R3352/W/15/3063768 Issued December 2015

generous landscaped margins should fit into the village. It would be neither unprecedented nor out of character as several third parties have suggested.

#### *Sustainability of the settlement*

9. Clearly extra housing would increase the sustainability of the settlement, especially when there are already services in the village itself and in nearby Hardington Mandeville. This is also the general thrust of paragraph 55 of the NPPF which deals with rural housing and encourages development to support services in a group of villages. I find the proposal would increase the sustainability of the settlement.

#### *Support of the local community*

10. There has been considerable community engagement which lead to a reduction in overall numbers from 15 to 14 and an improvement in the drainage proposals to deal with poor drainage in the area generally, rather than just on the site. Nevertheless the Parish Council and a number of local residents continue to oppose the development. Some do so on principle, but others accept there should be some development on the site, but would prefer a maximum of 10 houses. Given my conclusions above I do not consider that fewer houses are necessary to make the proposal acceptable and less open market houses would provide less affordable units. Nor do I think that development that is otherwise sustainable should be prevented solely by local opposition. I am not sure exactly how that part of SS2 is intended to be applied, but I cannot think it should be read as a ban on all development not supported by locals. There is certainly nothing in the NPPF that suggests this is Government policy. Nevertheless the proposal does not have the support of the local community.

#### **Other Matters**

11. Local residents have raised a number of issues in addition to those mentioned above. The use of Moor Lane by extra traffic is of concern to many. I saw the Lane was not in the best of repair, but it does already serve a considerable number of dwellings. The local highway authority has no objections. While the percentage increase in cars is likely to be significant the actual numbers would not be great and there is no suggestion that the Lane cannot cope with the vehicles associated with 13 additional houses, especially when one takes into account there would have been extra traffic to the nursery when it was in use.
12. Flooding is another issue of concern. Ordinarily an applicant would have to ensure that the existing situation would not be made worse by developing the site but in this case various off-site improvements have been suggested which can be secured by condition and this represents a benefit to the proposal.
13. I have looked at the proposed entrance and its proximity to Moorend House. The access to the development is separated from both the flanking dwellings by a landscape strip and proposed boundary treatments. Again, these can be secured by condition and there is no reason why either dwelling lying beside the access should suffer a significant loss of amenity.

#### **Conclusions**

14. Subject to the conditions and s106 obligation discussed below I consider that the planning permission should be granted for the proposed development.

Although the proposal does not have the support of the local community and is contrary to a part of policy SS2 it is in accordance with the other aspects of that policy. The benefits it would provide in terms of much needed affordable housing and the minor benefit of improving the local drainage situation are sufficient to outweigh any harm caused by its failure to adhere to one aspect of SS2. On balance the proposal is sustainable as defined in the NPPF and is in accord with the development plan as a whole and so, as advised in paragraph 14 of the NPPF, should be approved without delay.

### **S106 Obligation and Conditions**

15. An obligation to secure funding for informal play, recreational and cultural facilities has been provided. It also contains the mechanism to ensure five dwellings are secured in perpetuity as affordable houses. In this case affordability means they should be sold at 70% of their actual market value and to local residents in housing need first and then to those in the cluster of parishes locally, the district and finally the county. The Council originally accepted this was the preferable method of ensuring affordability and that a discount to 70% was acceptable. In their later comments they suggested a larger discount should be applied and that the appellant should have demonstrated the discount "would address the appropriate income cohort". Given that the planning committee had already confirmed the proposed mechanism and discount was acceptable I do not consider any further evidence is necessary and the s106 will, in my view, adequately provide for affordable housing on the site.
16. Conditions have been suggested and are required so that the development is carried out in accordance with the plans and begins within three years (1 & 2). Because of the sensitive rural location detailed control over the materials and the walling to be used is required (3 & 4). The site slopes so floor levels need to be approved (5). As discussed above flooding and drainage are important issues that require control (6 & 7). As the site has previous development on it which may have involved chemical or pesticide residues a scheme for dealing with contamination is required (8 & 9). A bio-diversity management plan is needed as is control over street lighting for bio-diversity purposes (10 & 13). As the northern boundary is close to a working farm an acoustic barrier is required on that boundary (11). Trees on the site require protection and a landscaping scheme is needed, but I have reduced the period in which dead plants are replanted to the standard five years and added in a specific requirement for details of the landscaping and boundary treatments next to the dwellings flanking the access (12). Construction works need control as the site is bounded by houses as does the traffic generated by the works (14 & 17). Finally the access should be finished and car parking provided before the houses are occupied (15 & 16).

*Simon Hand*

Inspector

## **Annex A – Schedule of 17 Conditions**

- 1) The development hereby permitted shall begin not later than three years from the date of this decision.
- 2) The development hereby permitted shall be carried out in accordance with the following approved plans:
  - a) Location Plan, Drawing No. 1563-A-P-X-01
  - b) Proposed Site Layout, Drawing No. 1563-A-P-X-02 RevA
  - c) Landscape Masterplan, Drawing No. NT-656-C-3-100 RevB
  - d) Plot 1 - Drawing No. 1563-A-PE-X-08 RevB
  - e) Plots 2, 3 and 8 - Drawing No. 1563-A-PE-X-06 RevB
  - f) Plot 4- Drawing No. 1563-A-PE-X-09 RevC
  - g) Plots 5 and 6 - Drawing No. 1563-A-PE-X-01 RevC
  - h) Plot 7 - Drawing No. 1563-A-PE-X-07 RevC
  - i) Plot 9 — Drawing No. 1563-A-PE-X-04 RevC
  - j) Plot 10— Drawing No. 1563-A-PE-X-10 RevC
  - k) Plot 11 — Drawing No. 1563-A-PE-X-05 RevC
  - l) Plots 12 and 13 — Drawing No. 1563-A-PE-X-02 RevD
  - m) Plot 14— Drawing No. 1563-A-PE-X-03 RevD
  - n) Typical Garages — Drawing No. 1563-A-PE-X-11 RevC
  - o) Materials Plan, Drawing No. C-3-101 RevB
  - p) Boundaries Plan, Drawing No. C-3-102 RevC
  - q) Details Location, C-3-103 RevC
  - r) Typical Stone Wall Detail, Drawing No. C\_3\_400 RevA
  - s) Permeable Block Paving Detail, drawing No. C\_3\_402 RevB
  - t) Gravel Surface Detail, Drawing No. C\_3\_403 RevA
  - u) Entrance Path Detail, Drawing No. C\_3\_404 RevA
  - y) Close-Board Fence Detail, Drawing No. C\_3\_405
  - w) Entrance Wall Detail, Drawing No. C-3\_406 RevA
- 3) Save for demolition, no development shall commence until the following details have first been submitted to and approved in writing by the Local Planning Authority:
  - a) specific materials to be used for the external walls and roofs:
  - b) materials to be used for rainwater goods and window dressings (lintels, cills);
  - c) the design (including joinery details where appropriate), type of material, plus proposed colour and finish of all windows and doors plus recesses:
  - d) details of eaves/verges;

- e) location and design details of all vents, flues and meter boxes;
- f) details of all internal and external boundary treatments; and
- g) the surfacing materials (and drainage details thereof) of all areas of hardstanding including driveways.

Once agreed the scheme shall be carried out in accordance with those details.

- 4) Save for demolition, no work shall be carried out on site until full details of the new natural stonework walls, including the materials, coursing, bonding, mortar profile, colour, and texture along with a written detail of the mortar mix, have been provided in writing; this can be supported with detailed photographs. Prior to the commencement of any walling within the works hereby approved sample panels (based on the written description) shall be made available on site and approved in writing by the Local Planning Authority. The work shall be carried out in accordance with the agreed details, and the sample panels shall remain available for inspection throughout the duration of the work.
- 5) Save for demolition, no works shall be carried out until details of the internal ground floor levels of the buildings to be erected on the site shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the agreed details.
- 6) The development shall be carried out in complete accordance with the Drainage Strategy contained within the submitted Flood Risk Assessment (Hydrock, May 2015 — R1C142741002.04) and specifically Drawing No. C14274-C002 Rev F unless any variation is agreed with the Local Planning Authority. The drainage scheme comprised in the strategy shall be fully completed and become fully operational before the development hereby permitted is first brought into use. Following its installation the approved scheme shall be permanently retained and maintained thereafter.
- 7) Save for demolition, no works shall be carried out until a management and maintenance plan for the surface water management scheme (as approved under Condition 06) for the lifetime of the development has been submitted to and approved by the Local Planning Authority. Such a scheme shall include the arrangements for adoption by any public body or statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.
- 8) Save for demolition, no development shall take place until a scheme that includes the following components to deal with the risks associated with contamination of the site shall each be submitted to and approved, in writing, by the Local planning authority:
  - a) A preliminary risk assessment which has identified:
    - i. all previous uses
    - ii. potential contaminants associated with those uses
    - iii. a conceptual model of the site indicating sources, pathways and receptors for potentially unacceptable risks arising from contamination at the site.

b) A site investigation scheme, based on (a) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.

c) The results of the site investigation and detailed risk assessment referred to in (b) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.

d) A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in (c) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

Any changes to these components require the express written consent of the local planning authority. The scheme shall be implemented as approved.

- 9) If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.
- 10) The development (particularly including any site clearance) shall not commence until a 'Biodiversity Mitigation and Enhancement Plan' has been submitted to, and approved in writing by the local planning authority. The plan shall include details of provisions for further wildlife surveys, and avoidance, mitigation and compensation measures for badgers, reptiles, bats, dormice and nesting birds, measures for ecological supervision of sensitive stages of development, and measures for the enhancement of biodiversity. The Biodiversity Mitigation and Enhancement Plan shall be implemented in full.
- 11) Prior to the first occupation of any unit an acoustic barrier shall be installed along the northern boundary. The exact location, specification, and finished height of the barrier shall have been previously submitted to and approved in writing by the Local Planning Authority.
- 12) Save for demolition and notwithstanding the submitted plans, no works shall be carried out until a scheme has been submitted detailing the following tree protection and landscaping planting details:
  - a) a comprehensive tree and hedge planting scheme
  - b) a layout plan of the below-ground drainage & services to be installed;
  - c) a Tree Survey, Tree Protection Plan and Arboricultural Method Statement relating to all retained trees and hedges on or adjoining the site, so as to conform to British Standard 5837: 2005 - Trees in relation to construction; which shall include:
    - i. a layout and specification of tree and hedge protection fencing

- ii. special protection and engineering measures for required access, installation of built structures, below-ground services, drainage and hard-surfacing within the Root Protection Areas of retained trees
- iii. a schedule of compliance-monitoring for the duration of the construction phases of the development (inclusive of landscaping & dismantling of tree protection fencing)

d) details of the landscaping and boundary treatments to both dwellings flanking the access.

All planting comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of a dwelling or the completion of the development, whichever is the sooner; and any trees or plants which within a period of five years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

Upon approval by the Local Planning Authority, the tree protection scheme shall be implemented in its entirety for the duration of the construction of the development.

- 13) There shall be no public street lighting installed, without the prior written consent of the Local Planning Authority.
- 14) Construction works (including the operation of any machinery) and the delivery or dispatching of any construction materials, shall not take place outside 0830 hours to 1800 hours Mondays to Fridays, and 0830 hours to 1300 hours on Saturdays and not at any time on Sundays, Bank or Public holidays.
- 15) No part of the development hereby permitted shall be occupied until the access arrangements/carriageway realignment have been carried out in accordance with a design and specification to be approved in writing by the Local Planning Authority and to be fully implemented in accordance with the approved details, unless otherwise agreed in writing with the Local Planning Authority.
- 16) The areas allocated for parking and turning on the submitted plan, Drawing No. 1563-A-P-X-02 RevA, shall be kept clear of obstruction and shall not be used other than for parking and turning of vehicles in connection with the development hereby permitted.
- 17) Prior to the commencement of development, including demolition, a Construction Traffic Management Plan providing details of the delivery of the materials and equipment to the site and of the compound parking area shall be submitted to and approved in writing by the Local Planning Authority (and Local Highway Authority) and fully implemented in accordance with the approved details.



# Agenda Item 18

## Schedule of Planning Applications to be determined by Committee

Strategic Director: Rina Singh, Acting Chief Executive  
 Assistant Director: Martin Woods, Economy  
 Service Manager: David Norris, Development Control Manager  
 Contact Details: david.norris@southsomerset.gov.uk or 01935 462382

### Purpose of the Report

The schedule of planning applications sets out the applications to be determined by Area South Committee at this meeting.

### Recommendation

Members are asked to note the schedule of planning applications.

**Please note: Consideration of planning applications will commence no earlier than 3.30pm.**

Members of the public who wish to speak about a particular planning item are recommended to arrive for 3.15pm.

SCHEDULE					
Agenda Number	Ward	Application	Brief Summary of Proposal	Site Address	Applicant
19	YEOVIL SOUTH	16/01284/FUL	The erection of a pharmacy (Revised application)	48 West Coker Road Yeovil Somerset	Mr Max Punni
20	YEOVIL CENTRAL	16/01678/FUL	The creation of a second vehicular exit on Clarence Street	Tesco Stores Queensway Place Yeovil	Somerset County Council
21	YEOVIL WITHOUT	16/00978/REM	The erection of 298 dwellings, access to new primary school, link road between Western Avenue & Brimsmore House, improvement works to the local highway network, public open space, structural landscaping and alterations to Brimsmore Tree Cottage (Revisions to superseded	Land To The North Of Thorne Lane Yeovil	Brimsmore Landowners

			11/00361/REM, 13/02934/S73 and 14/03596/S73 in relation to area 'B')		
22	COKER	15/04703/COU	Change of use of stable/coach house to Use Class D" (Assembly and Leisure) and alterations to door on west elevation (Retrospective) (GR 356527/115299)	Newton Surmaville Newton Road Stoford	Mrs Jane Cannon
23	COKER	15/04709/LBC	The carrying out of alterations to door on west elevation (Implemented) (GR 356527/115299)	Newton Surmaville Newton Road Stoford	Mrs Jane Cannon

Further information about planning applications is shown below and at the beginning of the main agenda document.

The Committee will consider the applications set out in the schedule. The Planning Officer will give further information at the meeting and, where appropriate, advise members of letters received as a result of consultations since the agenda had been prepared.

### **Referral to the Regulation Committee**

The inclusion of two stars (\*\*) as part of the Development Manager's recommendation indicates that the application will need to be referred to the District Council's Regulation Committee if the Area Committee is unwilling to accept that recommendation.

The Lead Planning Officer, at the Committee, in consultation with the Chairman and Solicitor, will also be able to recommend that an application should be referred to District Council's Regulation Committee even if it has not been two starred on the Agenda.

### **Human Rights Act Statement**

The Human Rights Act 1998 makes it unlawful, subject to certain expectations, for a public authority to act in a way which is incompatible with a Convention Right. However when a planning decision is to be made there is further provision that a public authority must take into account the public interest. Existing planning law has for many years demanded a balancing exercise between private rights and public interest and this authority's decision making takes into account this balance. If there are exceptional circumstances which demand more careful and sensitive consideration of Human Rights issues then these will be referred to in the relevant report.

# Agenda Item 19

## Officer Report On Planning Application: 16/01284/FUL

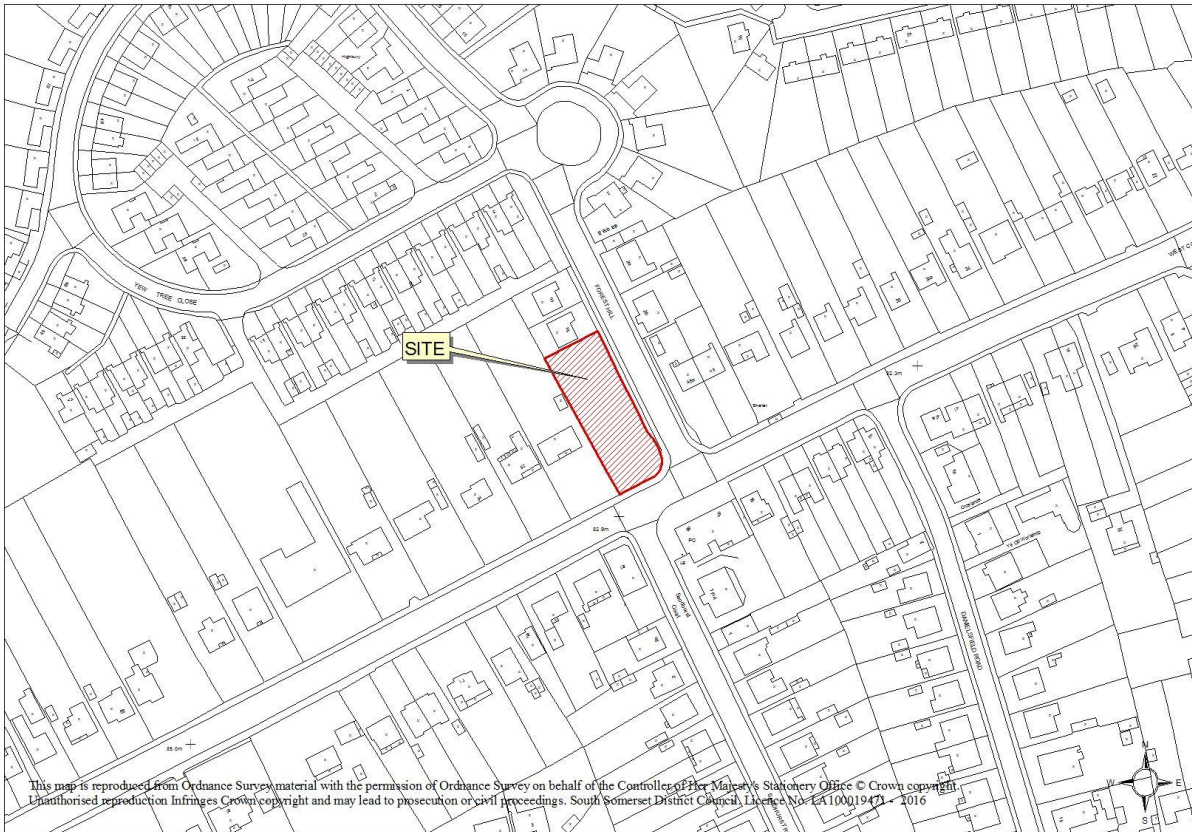
<b>Proposal :</b>	The erection of a pharmacy (Revised application)
<b>Site Address:</b>	48 West Coker Road Yeovil Somerset
<b>Parish:</b>	Yeovil
<b>Yeovil (South) Ward (SSDC Member)</b>	Cllr J Field Cllr N J Gage Cllr S McAllister
<b>Recommending Officer:</b>	Andrew Collins Tel: 01935 462276 Email: andrew.collins@southsomerset.gov.uk
<b>Target date :</b>	12th May 2016
<b>Applicant :</b>	Mr Max Punni
<b>Agent: (no agent if blank)</b>	James Ewart Fox 55 The Park Yeovil Somerset BA20 1DF
<b>Application Type :</b>	Minor Other less than 1,000 sq.m or 1ha

### Reason for Referral to Committee

This application is referred to the committee at the request of Cllr Nigel Gage with the agreement of the Area Chairman to enable the highways aspects of the proposal to be considered in relation to Policy TA5 and that the comments of Yeovil Town Council and neighbours to be fully debated.

### Site Description and Proposal





Number 48 West Coker Road is located on the northern side of the road on the corner of West Coker Road with Forest Hill. The property is a 2 storey dwellinghouse with a dual access to the front with access off West Coker Road and Forest Hill. The majority of the front of the property is laid to parking and turning for the dwelling. To the north / rear of the dwelling are a timber double garage and 2 sheds along the western boundary. The remainder of the site is the main private garden area of the dwelling. The garden is bounded from Forest Hill by a close boarded fence. There is evidence of mature trees on site having been felled. However as they are not protected by way of TPO or being in a Conservation Area these did not require consent.

This application seeks permission for the erection of a single storey building access off Forest Hill for use as a pharmacy.

This revised application follows the withdrawal of application 15/05548/FUL for the erection of a pharmacy.

The applicant currently owns runs and has the licence for the Options Pharmacy located to the South of the site in Sandhurst Road. It has been detailed that a larger pharmacy is required.

In detail 3.5m from the northern elevation of 48 West Coker Road a fence would be erected and to the west of the site a single storey building of 105m<sup>2</sup> would be erected to serve as a pharmacy. Existing outbuildings - garage and sheds will be demolished to make way for the new building. The building would have a main floor area, 2 offices, a consultation room and a disabled toilet. To the east of the building 5 car parking spaces are proposed with 1 disabled space, cycle parking and turning on site for a delivery van is proposed with access off Forest Hill.

A bus stop serving both directions on Forest Hill is adjacent to the new vehicular access.

It has been confirmed that the existing dwellinghouse will be used for the pharmacy manager and that staff will park in the area to the front of the dwellinghouse.

The application is supported by a Statement from the applicant detailing the need and an Access Statement.

Compared to the previous application, the pharmacy has been reduced in size, the layout has been improved by providing a turning area for delivery vans and much more justification has been supplied for the need for the new pharmacy.

During the course of the application amended plans have been received to address concerns from the police. It has also been confirmed that no air conditioning unit is proposed on the building. Also a further highways statement has been received picking up on comments made by Yeovil Town Council.

## **HISTORY**

15/05548/FUL - The erection of a pharmacy - Application withdrawn - 28/01/16

16864/C - Erection of 2 detached houses and garages, formation of vehicular access - Conditionally approved - 30/4/72

16864/B - Outline - Erection of semi-detached house and garage - Conditionally approved - 16/6/71

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act (2004), and Paragraphs 2, 11, 12, and 14 of the NPPF indicate it is a matter of law that applications are determined in accordance with the development plan unless material considerations indicate otherwise.

South Somerset Local Plan (2006 - 2028)

On the 5th March 2015 this new local plan was adopted and constitutes the development plan. The most relevant policies are:-

SD1 - Sustainable Development

SS1 - Settlement Strategy

EP15 - Protection and Provision of Local Shops, Community Facilities and Services

TA3 - Sustainable Travel at Chard and Yeovil

TA5 - Transport Impact of New Development

TA6 - Parking Standards

EQ2 - General Development

EQ7 - Pollution Control

National Planning Policy Framework

Chapter 1 - Building a Strong Competitive Economy

Chapter 4 - Promoting Sustainable Transport

*"32. All developments that generate significant amounts of movement should be supported by a Transport Statement or Transport Assessment. Plans and decisions should take account of whether:*

- o the opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure;*
- o safe and suitable access to the site can be achieved for all people; and*
- o improvements can be undertaken within the transport network that cost effectively limit the significant impacts of the development. Development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are severe."*

## Chapter 7 - Requiring Good Design

### Other Relevant Considerations

Somerset Standing Advice (June 2015)

Somerset Parking Strategy (September 2013)

### **CONSULTATIONS**

Yeovil Town Council - *"Recommend refusal on the following grounds;*

- o Increase in traffic and associated safety concerns*
- o Opposite to the bus stop and associated safety concerns*
- o Wrong location and would set precedent of commercial development in residential area*
- o Concerns regarding noise and light pollution*
- o Concerns associated with security*
- o Insufficient parking*
- o Insufficient information provided regarding siting of air conditioning units*
- o SSDC highway concerns previously raised not addressed."*

County Highway Authority - Refers to standing advice.

Previously confirmed that the Highway Authority have reviewed the plans and are satisfied that standing advice would still apply as the level of parking is still in line with SCC's Parking Strategy.

SSDC Highways Consultant - Declares an interest as he wrote the submitted Access Statement.

Police Crime Prevention Design Advisor - Initially advised that PAS standard windows and doors be installed, that internal security of controlled drugs controls and the need for fencing / gating installed to prevent access to the rear.

On the basis of the amended plans considered that the previous concerns had been addressed. However it was considered that boundary treatment could be detailed.

Environmental Protection Officer - *"With the confirmation that there will be no external plant, I withdraw my concerns regarding noise. I would like to see some form of condition stating that if any external plant is to be fitted, that it be subject to a new planning application."*

NHS England - Notes that there is no minimum distance for relocated pharmacies (it was previously 500m). The requirement now is that the new location must be 'not significantly less accessible' than the current premises for patients accustomed to receiving services from the pharmacy. There is no defined distance limit any more.

Distance between sites is no longer the determining factor - while a short distance may be more likely to be acceptable than a longer one, It is believed that relocations of a mile or more have been approved. What is more relevant is whether there is anything to make it more difficult for patients to get to the new site than it was to get to the old one.

The NHS Litigation Authority, which determines appeals, has produced a guidance note on relocation applications.

Somerset County Council Public Health Specialist - *"I looked at the Pharmaceutical Services Negotiating Committee website (umbrella body for pharmacies in relation to regulations), and that suggests that there is a 'reasonableness' test of whether it is a relocation (rather than closing one pharmacy and opening a new one): it looks as though there used to be a 500m rule, so that's probably the sort of distance that would be considered reasonable.*

*I don't think we would consider the loss of the pharmacy to be a gap in provision that had to be filled. The likelihood is also that there will be fewer pharmacies in future (as they say in the letter; more efficiency, more internet supply etc. so not necessarily very different from other businesses) so we may all have to get used to them being further apart."*

## **REPRESENTATIONS**

Submitted by the applicant are 7 letters of support, a letter of support from the Yeovil MP and a petition of 315 signatures in support.

During the course of the application there have been 13 letters from 6 properties received from neighbours and a letter from another pharmacy raising the following areas of concern:-

- o Noise pollution through additional vehicles coming and going.
- o Lack of parking on site and people likely to park on road.
- o Concerns over need for security lighting and signage which would add to light pollution.
- o This proposal would just move the existing traffic problem from Sandhurst Road to Forest Hill.
- o There is an existing bus stop that serves both directions located near the proposed new entrance. Also the school bus stops at the top of Forest Hill to pick up / drop off school children.
- o Forest Hill is a busy through road especially in the morning and afternoon when Westland workers are coming and going.
- o Concerns that number 48 West Coker Road could be sold at any time and the staff parking removed at any time.
- o Site is not a commercial site and is inappropriate in this location.
- o Concerns that the existing dwelling is being advertised for rent.
- o Concerns if people park on Forest Hill as this would limit access to the neighbouring property.
- o There was an indication that a traffic survey would be undertaken and this does not appear to have been carried out.
- o A brand new pharmacy has recently been built at Hendford Lodge Medical Centre and this has plenty of off road parking.

- o Turning on site can only achieved with difficulty.
- o The Forest Hill / West Coker Road junction is very busy and at times is grid locked. Traffic disruption will only increase if this application is approved.
- o Concerns over the emptying of bins.
- o Highway and pedestrian safety concerns.
- o Visual impact - the loss of a garden and change the character of the house.
- o There are already plenty of pharmacies in the vicinity is there any need?
- o The loss of amenity land for the existing dwelling.
- o Concerns that security cameras could invade privacy.
- o Will there be any air conditioning equipment in the future?
- o Trees were recently felled before the original application was submitted.
- o Concerns about asbestos roof on the existing double garage that would need to be removed.
- o The proposal should be accompanied by an Environmental Impact Assessment.
- o Questions if there are any issues from the General Pharmaceutical Council.
- o Day Lewis Pharmacy currently operates out of 72 Henford but are shortly moving to Hendford Lodge Medical Centre. They are located 0.8 miles away and ample space in their current location. They have extra capacity to take more patients and carry out additional services.

## **APPLICANTS CASE**

Submitted with the application is a 50 point letter by the applicant outlining the background and need for the move.

It is detailed that;

- o The current premises are being rented and are too small and can't expand.
- o Patient safety, confidentiality and security are being compromised as there is inadequate preparation and storage space for prescriptions, inadequate seating and waiting area and the consultation room doubles up as a staffroom.
- o Prescription volumes are rising due to an aging population, changing demographics and local factors.
- o The pharmacy provides services to approximately 2500 patients and the pharmacy is close to being deemed insufficient and not fit for purpose and is in danger of being closed.
- o 1/3rd of prescriptions are delivered to the patient's home.
- o The existing pharmacy is open 09:00 - 18:00 Monday to Friday and 09:00 - 13:00 on Saturdays. It is not open Sundays or Bank Holidays. The new pharmacy is proposed to keep the same hours.
- o In data collected between November 2015 and January 2016 the existing pharmacy is processing between 150 and 280 transactions a day. The number of visitors is spread through the day and the picking up of prescriptions is often carried out by patients collecting more than one (spouses, carers etc.).
- o Legislation requires that a relocated pharmacy should be located within 500m of the existing. *N. B. There has been a change in legislation as detailed in the NHS Response and a relocated pharmacy should not be 'not significantly less accessible' than the existing facility.*
- o The site is across the road from the existing facility set back from the busy road junction with patient and staff parking. A pelican crossing is in place to enable easy crossing of West Coker Road.
- o The building has been carefully designed to fit in with its surroundings.
- o A covenant restricts building to the front of the house and the conversion and extension is not viable as the change in levels and the existing layout of the dwelling.



- o It is proposed that the existing dwelling be used by the pharmacy manager and that parking to the front of the dwelling will be for staff members only.

## **CONSIDERATIONS**

### **Principle of Development**

The site is located within the urban framework for Yeovil and is considered to be a sustainable location as detailed within Policies SD1 and SS2. Therefore subject to other considerations the development of this site is accepted. It has been detailed that in order to open a pharmacy, permission is required from the NHS tribunal committee. This was granted in 2009 and the pharmacy has been operating out of rented premises in Sandhurst Road. This premise has now become too small for the site with a number of issues. It is claimed by the applicant that patient safety, confidentiality and security are being compromised as there is inadequate preparation and storage space for prescriptions, inadequate seating and waiting area and the consultation room doubles up as a staffroom. As a result this application is to relocate the existing pharmacy to a bespoke built new pharmacy to continue serving the local community. Under NHS guidance a relation should 'not significantly less accessible' than the existing facility.

Policy EP15 relates to the provision of new local shops, community facilities and services. This states that the provision of new community facilities and services will be supported.

A pharmacy is an A1 use under the Use Classes Order, the same use as shops. However this type of business is more of a community facility and provides an important role within the community with the provision of prescriptions and maintains the health and wellbeing of their patients.

As an A1 use a pharmacy could change to a shop or other A1 use without the need for planning permission. Other A1 uses don't necessarily have the same level of community benefit and result in other considerations. On this basis it is considered necessary to restrict the use to a pharmacy.

### **Impact upon Residential Amenity**

The proposed building is a single story building located towards the West / rear of the site. It is not considered that the window layout and general bulk of the building is such that it would give rise to undue overlooking / loss of privacy or an overbearing relationship with neighbouring properties.

Amended plans have been provided to show a fence across the site to restrict access to the rear of the pharmacy as requested by the police. This arrangement does not have an adverse impact upon residential amenity. The boundary treatment to the western boundary is not clear as on one plan the existing hedge is to be retained, whilst there is confusion and in considering the police's comments a condition requiring details of boundary treatment is necessary.

In assessing the proposed use of the site, the opening hours already operating and these to be retained it is not considered that the proposal will result in undue noise and disturbance.

The site is located within an urban area therefore this proposal is not considered to adversely affect amenity by light pollution.

The agent has confirmed that no air conditioning unit is now proposed on the building. The

Environmental Protection Officer due to any impact upon residential amenity proposes a condition restricting the development of any external plant. Any external plant has the ability to produce significant noise that could harm amenity. Without any details such a condition is considered reasonable and meets the tests.

Therefore the proposal would not harm local residential amenity in accordance with EQ2.

### **Impact upon Visual Amenity**

The pharmacy has been designed to be as low key as possible and has the appearance of a bungalow. It is to be constructed of a brick plinth, rendered walls under a slate roof.

The pharmacy building is located towards the west of the site to allow a parking and turning area to the front. The provision of parking for this facility is essential, which will be picked up below, therefore the superficial 'building line' is not considered to be important in this location. On this basis it is considered that the proposal would not have an adverse effect upon visual amenity.

### **Highways**

A key concern from neighbours is the amount of parking on site and any impact upon the surrounding highway. Policy TA6 requires that the parking levels as detailed in the Somerset Parking Strategy would be applied within South Somerset. This states that for A1 non food retail a provision of 1 space per 70m<sup>2</sup> is required. The pharmacy is proposed to measure 105m<sup>2</sup> and therefore only 2 parking spaces would be required. Instead due to neighbour concerns and the nature of the area, 5 parking spaces including 1 disabled is proposed on site. Therefore the level of parking proposed is in excess of the Parking Strategy requirements. The Parking Strategy also indicates that sites in accessible areas a lower level of parking could be provided. The size of the site allows for turning to allow entering and exiting the site in forward gear. In addition, a cycle rack and an area are proposed for delivery vehicles. Also the rebuttal statement confirms that the aisle width measures 8.4m as opposed to the standard 6m and this allows a greater ease of access and turning.

It is also noted that the current pharmacy and hairdressers has a combined 6 tandem spaces. The proposed layout and parking numbers for this application, for purely the pharmacy, is therefore more than appropriate.

In front of the existing dwellinghouse is a parking and hardstanding area. This is all included within the redline area and it is detailed that staff would be parking in this location. It is also detailed that the dwellinghouse would be used as staff accommodation for the pharmacy manager and therefore the provision of this parking could be conditioned.

Concerns have been raised over the potential conflicts between the school bus and the access to the pharmacy. Photos have been provided showing where the school bus stops and this has been viewed on site. The school bus stops on the western side of the road towards the southern end of Forest Hill, adjacent to the junction with West Coker Road. This would not result in any conflicts with the proposed new access as is 25m from this access. It is noted in the submitted rebuttal statement that the pharmacy does not open until 09:00 and as such would not be any conflicts with a school bus in the morning.

There is an existing bus stop marked on the ground on the eastern side of the road. On checking on timetables a bus routes goes up and down Forest Hill, but there is no indication on the other side of the road where the public bus stops. If not marked on the ground it could stop where the school bus stops and this would not cause a conflict with the proposed

access. If a vehicle is leaving the site they would need to wait if there was a bus stopped nearby and this arrangement is not different from a bus stop being opposite a junction. The road is detailed as being 7.25m wide. As detailed in Manual for Streets the width of a bus is 3m and as such there is sufficient room to pass a bus. It is also noted that the footpath width is 1.8m wide this is wide enough to allow other users to pass and not cause conflict.

In considering all the above the proposals would provide a safe and suitable access to the site for all people and is not considered to result in a severe residual cumulative impact. Also parking provision would be provided over the requirement as stated in the Somerset Parking Strategy. As such the proposals comply with Policies TA5 and TA6.

### Other Issues

The existing dwelling, as noted by neighbours, has been advertised for rent. Therefore the ability for staff to park on site and the pharmacy manager to live on site was questioned. It has been confirmed from the agent that this is only for a temporary period. It is likely that the pharmacy will take up to 6 months to construct after receiving planning permission and any conditions being agreed. Therefore as opposed to living it empty in the meantime the property has been advertised for rent.

Concern was raised that before the original application was submitted trees had been felled on the site. These trees were not covered by a Tree Preservation Order or located within a Conservation Area and as such were not protected. Therefore permission was not required for them to be felled.

A neighbour has suggested that a full Environmental Impact Assessment be submitted for this site. The requirement for such a request is detailed in the Town and Country Planning (Environmental Impact Assessment) Regulations 2011 as amended. Such a proposal does not meet any of the requirements for such an assessment and it is considered that any environmental impact will be localised and not severe.

In the covering information it is detailed that the existing pharmacy located in Sandhurst Road would be converted into a flat. This would require a formal application being submitted for consideration. An informative in this regard is considered appropriate.

### Conclusion

Notwithstanding the neighbour concerns the provision of a pharmacy meets a community need and in assessing all the impacts does not adversely affect residential or visual amenity, highway safety or parking. Therefore in considering the benefits and in providing a planning balance the pragmatic solution is to recommend approval.

## **RECOMMENDATION**

### **Grant permission for the following reason:**

01. Notwithstanding the neighbour and Town Council concerns the provision of a pharmacy meets a community need and in assessing all the impacts does not adversely affect residential or visual amenity, highway safety or parking. The proposal therefore complies with policies SD1, SS1, EP15, TA3, TA5, TA6, EQ2 and EQ7 of the adopted South Somerset Local Plan (2006 -2028) and the aims and objectives of the NPPF.

**SUBJECT TO THE FOLLOWING:**

01. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To accord with the provisions of section 91(1) of the Town and Country Planning Act 1990.

02. The development hereby permitted shall be carried out in accordance with the following approved plans: amended drawing 3758-02E received 21 April 2016.

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

03. The building hereby approved shall be used as a pharmacy and for no other purpose (including any other purpose in Class A1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987, or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order (with or without modification).

Reason: The application has been assessed on this basis only in accordance with policies EQ2, EP15, TA5 and TA6 of the adopted South Somerset Local Plan (2006 - 2028).

04. No works shall be undertaken unless details of all proposed boundary treatment are submitted to and agreed in writing by the Local Planning Authority.

Reason: In the interests of residential amenity in accordance with Policy EQ2 of the adopted South Somerset Local Plan (2006 - 2028).

05. The pharmacy shall not open unless the internal security fence as detailed in drawing 3758-02E has been fully implemented.

Reason: In accordance of Policy EQ2 of the adopted South Somerset Local Plan (2006 - 2028) and the aims and objectives of the NPPF.

06. No works shall be undertaken unless details of the external materials (including the provision of samples where appropriate) have been submitted to and agreed in writing by the Local Planning Authority.

Reason: In the interests of visual amenity in accordance with Policy EQ2 of the South Somerset Local Plan (2006 - 2028)

07. (i) No works shall be undertaken unless, a landscaping scheme, which shall include details of the species, siting and numbers to be planted, shall be submitted to and approved in writing by the Local Planning Authority.

(ii) The scheme shall be completely carried out within the first available planting season from the date of commencement of the development, or as otherwise extended with the agreement in writing of the Local Planning Authority.

(iii) For a period of five years after the completion of the planting scheme, the trees and shrubs shall be protected and maintained and any trees or shrubs that cease to grow shall be replaced by trees or shrubs of similar size and species, or the appropriate trees or shrubs as may be approved in writing by the Local Planning Authority.

Reason: To ensure that the proposed development makes a satisfactory contribution to the preservation and enhancement of the local character and distinctiveness of the area in accordance with Policy EQ2 of the adopted South Somerset Local Plan (2006 - 2028).

08. Notwithstanding the provisions of the Town & Country Planning General Permitted Development Order 2015 (or any subsequent order amending or revoking and re enacting that Order) there shall be no external plant or equipment unless an application for planning permission in that behalf is first submitted to and approved by the Local Planning Authority.

Reason: The Local Planning Authority is not satisfied that the building could accommodate external plant without detriment to the amenities of the area in accordance with Policy EQ7 of the adopted South Somerset Local Plan (2006 - 2028).

09. The pharmacy shall not be opened outside the hours of 09:00 - 18:00 Monday to Friday and 09:00 - 13:00 on Saturdays. It shall not open on Sundays or Bank Holidays.

Reason: In the interests of residential amenity and to define the scope of the application in accordance with Policy EQ2 of the adopted South Somerset Local Plan (2006 - 2028).

10. The area shown as 'parking area for pharmacy staff' on approved drawing 3758-02E shall thereafter be provided for the parking of staff whilst the pharmacy is open.

Reason: In the interests of parking and highway safety in accordance with Policies TA5 and TA6 of the adopted South Somerset Local Plan (2006 - 2028)

11. The area allocated for parking and turning on the submitted plan shall be properly consolidated, surfaced, drained and marked out before the use commences or the building(s) are occupied and shall not be used other than for the parking of vehicles in connection with the development hereby permitted.

Reason: In the interests of providing sufficient parking and turning on site in accordance with Policies TA5 and TA6 of the adopted South Somerset Local Plan (2006 - 2028) and the aims and objectives of the NPPF.

12. Before the development hereby permitted is occupied, unobstructed visibility shall be provided above a height of 900mm from adjoining carriageway level for a minimum distance of 43m to the north and 33m to the south for a depth of 2.4 metres measured from the nearside edge of the adjoining carriageway as shown on approved drawing 3758-02E. Such visibility splays shall thereafter be maintained unobstructed.

Reason: In the interests of highway safety in accordance with Policy TA5 of the adopted South Somerset Local Plan (2006 - 2028).

13. The pharmacy shall not open unless the cycle stand shown on drawing 3758-02E has been implemented and thereafter retained.

Reason: In the interests of sustainable transport in accordance with Policy TA5 of the adopted South Somerset Local Plan (2006 - 2028)

# Agenda Item 20

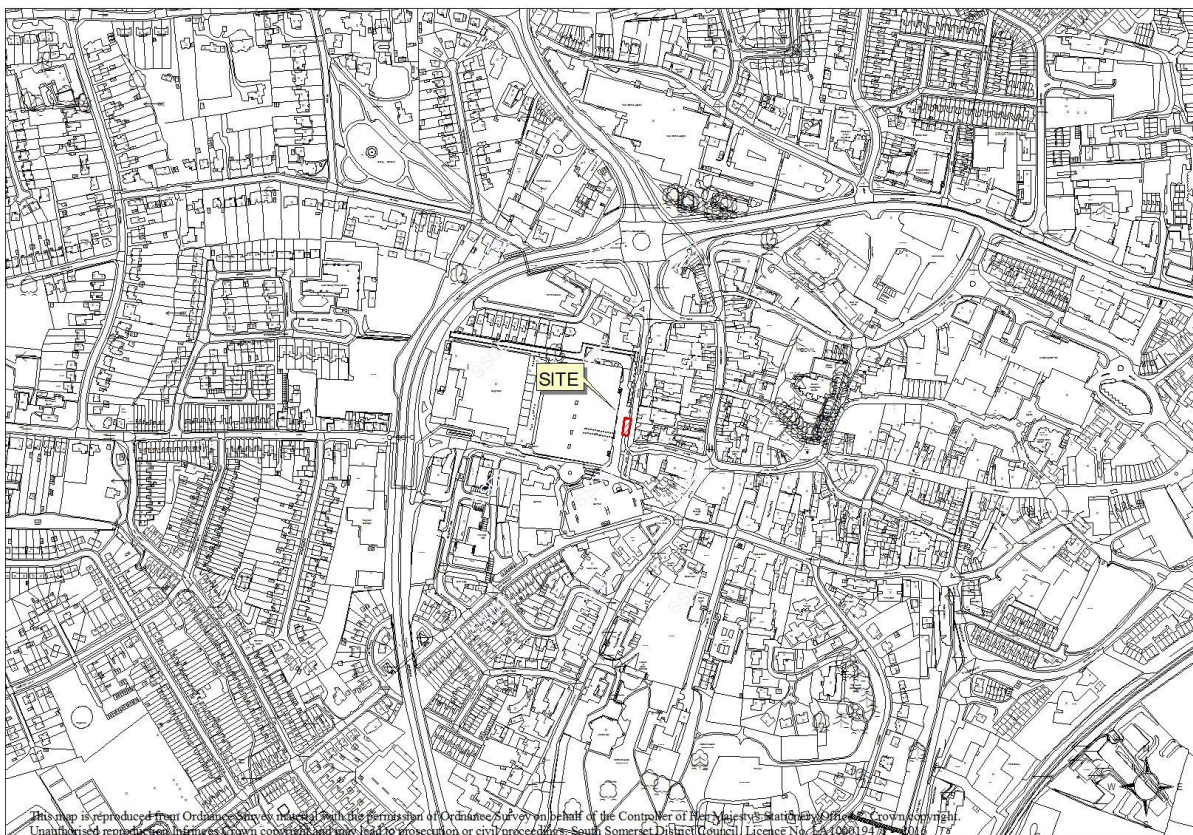
## Officer Report On Planning Application: 16/01678/FUL

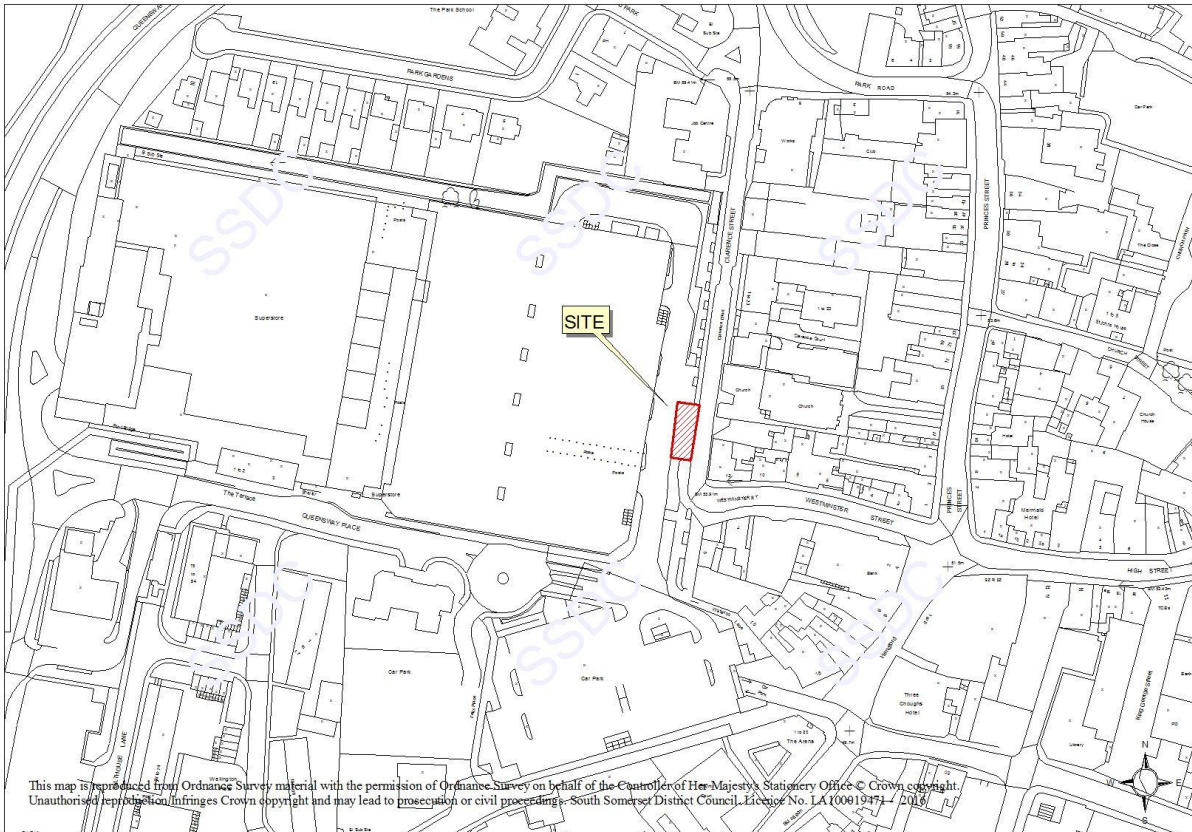
<b>Proposal :</b>	The creation of a second vehicular exit on Clarence Street
<b>Site Address:</b>	Tesco Stores Queensway Place Yeovil
<b>Parish:</b>	Yeovil
<b>Yeovil (Central) Ward (SSDC Member)</b>	Cllr K Hussain Cllr A Kendall Cllr P Gubbins
<b>Recommending Case Officer:</b>	Simon Fox Tel: (01935) 462509 Email: simon.fox@southsomerset.gov.uk
<b>Target date :</b>	16th June 2016
<b>Applicant :</b>	Somerset County Council
<b>Agent: (no agent if blank)</b>	
<b>Application Type :</b>	Minor Other less than 1,000 sq.m or 1ha

### Reason for Referral to Committee

This application is referred for Committee consideration at the request of the Development Manager in accordance with the scheme of delegation and with the agreement of the Chairman, to allow the application to be debated in public given the significance of the development to the Yeovil Eastern Corridor Highway Project and the representations made by local residents.

### Site Description and Proposal





The application comprises the Tesco supermarket site at Huish. To the east of the site Westminster St turns northwards into Clarence St that itself links to the Hospital roundabout. Both streets are one-way.

This proposal, submitted by Somerset County Council as Highway Authority, seeks to create a secondary vehicular exit from the supermarkets internal roadway onto Clarence St. No vehicular access to the supermarket will be permitted from Westminster St and Clarence St.

In detail the proposal shows the removal of a 9.4m section of existing walling forming a boundary between the supermarket and the footway to Clarence St and the formation of a single carriageway width ramp making up the circa 0.5m difference in levels between the site and the highway.

Westminster Street and the United Reformed Church which is located opposite the place where the exit is proposed lie within the Conservation Area. The Church is also Grade 2 listed.

### **HISTORY**

Many planning permissions exist for alterations to the store but the most relevant historic permission is:

03/03468/FUL: Alterations and extensions to the store and the erection of a decked car park: Permitted with Conditions: 7th April 2005.

### **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act (2004), and Paragraphs 2, 11, 12, and 14 of the NPPF indicate it is a matter of law that applications are determined in accordance with the development plan unless material considerations indicate otherwise.

On 5th March 2015 South Somerset District Council, as Local Planning Authority, adopted its Local Plan to cover the period 2006 to 2028.

On this basis the following policies are considered relevant:-

South Somerset Local Plan (2006-2028):

SD1 - Sustainable Development  
SS1 - Settlement Hierarchy  
EQ2 - Design & General Development  
EQ3 - Historic Environment  
TA5 - Transport Impact of New Development

National Guidance - National Planning Policy Framework:

Chapter 4 - Promoting Sustainable Transport  
Chapter 7 - Requiring Good Design  
Chapter 12 - Conserving and Enhancing the Historic Environment

Other

Somerset County Council Parking Strategy (March 2012)

**CONSULTATIONS**

Yeovil Town Council:

Approve subject to:

- Safety measures put in place for pedestrians.
- Barrier to exit on Clarence Street to use after 8pm to reduce noise levels at night.

Highway Authority (Somerset County Council):

No objections. Comments made regarding drainage and visibility. Conditions proposed concerning visibility and compliance with the approved plan.

SSDC Highway Consultant

"This is a County Council scheme; the impacts and benefits of which would have been fully considered. The overall effect on the local highway network would lead to more even flows on the arms of the Hospital r/bt and reduced journey times and journey lengths currently taking place on Queensway due to the fact that currently there is just one single point of access to the foodstore, off the dualled Queensway".

**REPRESENTATIONS**

Immediate neighbours to the site have notified in writing and a site notice was displayed.

A petition on behalf of businesses at Princes Street and Westminster Street has been submitted with 10 signatories. It states that access to rear parking areas off Clarence Street will be hindered by the proposed 2nd exit, the volume of traffic and the consequential congestion.

A petition on behalf of residents of Clarence Court has been submitted with 26 signatories. It states, "traffic will increase significantly causing noise, disruption and pollution which could cause health issues. It is a quiet residential street. To take traffic off a main road and divert it into this area is wrong, and very unfair to the people who live here and the two other blocks of flats in this street"

3 individual residents of Clarence Street have made objections based on the traffic impacts-

- The extra traffic will cause a hazard when crossing Clarence Street from Clarence Court due to the lack of a pavement - a light controlled crossing is required.



- A hazard is created when try to cross the new exit point.
- Access from exiting access points off Clarence Street will be hindered by the proposed 2nd exit, the volume of traffic and the consequential congestion.
- Traffic will back up off the roundabout.
- A better route would be via Park Gardens

Comments from 2 other objectors question the benefit of the proposal to the wider network, raises concern regarding the potential for queuing traffic back to Westminster Street and the impact on local amenity.

A representation from the United Reformed Church states no objection, declaring the proposal would not materially affect the use of their car park which exits onto Clarence St.

## **CONSIDERATIONS**

The application raises several issues that will be assessed here:

### Traffic and Transport

The premise for this application is to benefit the local highway network, in particular the A30 corridor between Hendford Hill and Reckleford. The proposal, it is said, will reduce overall travel distances, reduce delays at key road junctions and improve accessibility.

In terms of assessing the benefits now it is worth remembering that a second exit onto Clarence Street has been previously secured by a legal agreement when the decked car park was approved in 2005. The legal agreement was worded in such a way that obliged the landowner, Tesco Stores, to implement a second exit should the Highway Authority require them to upon completion of the 'hospital roundabout phasing works' meaning at that time the traffic signal works being planned. There was a time limit of 5 years for that obligation to be triggered. It was not triggered and so the works did not take place. A decade on from that signing that agreement a different scheme for the hospital roundabout has been undertaken as part to the Eastern Corridor scheme.

In assessing the application the Principal Planning Liaison Officer has no raised an objection observing suitable visibility can be achieved and congestion at Horsey Roundabout would be reduced.

The comments of local residents are noted regarding the likely traffic impacts from those vehicles choosing to leave the supermarket via this new exit but fears that queuing back to the exit may be a permanent feature and crossing the road made impossible and dangerous are not accepted likely to occur to an extent that would be regarded 'severe' and would warrant refusal of the application. The representation themselves highlight the number of properties accessed off Clarence Street and this illustrates that it already caters with a degree of traffic. The fact the street is one-way and there are two dedicated crossing points is also noted. The exit will have dropped kerbs on each side with tactile paving which is a standard approach to maintain safe pedestrian movements. The views of the Town Council in this regard are acknowledged.

It is considered the proposal complies with policy TA5 of the Local Plan and the aims and objectives of the NPPF.

### Impact on Residential Amenity

The perceived impact that does materialise as a result of this proposal is the noise and disturbance associated with the extra traffic on Clarence St.

As stated above this is a one-way street where already a number of properties, both commercial and residential, gain access. This means there is a mixture of commercial and domestic vehicles using Clarence Street already. It would be misleading to conclude that no noise or disturbance would result but it is also not considered to be the case that detrimental harm to residential amenity would occur when judged against the context. In reality when considering the two main residential blocks on Clarence Street there are only a handful of residential properties at street level.

In order however, to mitigate any perceived impacts from use in the evening a barrier has been negotiated into the scheme. This would work on the same premise as the barrier at the bottom of the top deck which limits access after 8pm, and so it is proposed to install a barrier that prevents vehicles exiting onto Clarence Street after 8pm. This would be operated and administered by the supermarket. Exceptions would be granted for emergency use and during the busy Christmas period. The views of the Town Council in this regard are acknowledged.

It is considered the proposal complies with policy EQ2 of the South Somerset Local Plan.

#### Visual amenity

The provision of an opening in existing walling and the necessary remedial works in this particular urban context would not be detrimental to the visual amenity of the surrounding area.

It is considered the proposal complies with policy EQ2 of the South Somerset Local Plan (2006-2028).

#### Historic Environment

Westminster Street and the United Reformed Church which is located opposite the place where the exit is proposed lie within the Conservation Area. The Church is also Grade 2 listed. Given the siting of this development and the nature of the proposal it is not considered any harm would result to the setting of these listed buildings or the Conservation Area.

It is considered the proposal complies with policy EQ3 of the South Somerset Local Plan (2006-2028).

#### Other

The existing recycling receptacles will be rationalised to fit a smaller area.

### **RECOMMENDATION**

#### **Grant permission for the following reason:**

01. This proposal will benefit the local highway network whilst preserving the setting of the adjacent listed buildings and the Conservation Area and safeguarding residential amenity.

As such the application accords with the aims and objectives of the National Planning Policy Framework and policies EQ2, EQ3 and TA5 of the South Somerset Local Plan (2006-2028).

#### **SUBJECT TO THE FOLLOWING:**

01. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

- Reason: To accord with the provisions of section 91(1) of the Town and Country Planning Act 1990.
02. The development hereby permitted shall be carried out in accordance with the following approved plans and documents:
- a) Location Plan, Drawing No. MJ004009-PL-001
  - b) Red-Line Plan, Drawing No. MJ004009-PL-002
  - c) General Arrangement, Drawing No. 3MJ004009-PL-003
  - d) Sections, Drawing No. MJ004009-PL-004
- Reason: For the avoidance of doubt and in the interests of proper planning.
03. The proposed access shall be constructed in accordance with the details shown on drawing(s) MJ004009-PL-003 and MJ004009-PL-004. There shall be no obstruction to visibility greater than 900mm above adjoining road level in advance of lines drawn 2.4m back from the carriageway edge on the centre line of the access and extending to points on the nearside carriageway edge 20m either side of the access. Such visibility shall be fully provided before the development hereby permitted is brought into use and shall thereafter be maintained at all times.
- Reason: In the interests of highway safety to accord with the aims and objectives of the National Planning Policy Framework and policy TA5 of the South Somerset Local Plan.
04. The development hereby approved shall only be used as a means of exiting the adjacent supermarket and shall not be used for entering the supermarket from Clarence Street.
- Reason: In the interests of highway safety to accord with the aims and objectives of the National Planning Policy Framework and policy TA5 of the South Somerset Local Plan.
05. A scheme for a barrier to be installed to prohibit use of the exit beyond 8pm and before 7am daily shall be submitted to the Local Planning Authority. The scheme may also make allowances for emergency use outside these stated hours and wider times during the Christmas trading period. The exit shall not be used until the scheme is approved in writing by the Local Planning Authority and until the barrier has been installed in accordance with the agreed details. Any alterations to the scheme shall be proposed in writing and not implemented until any such approval from the Local Planning Authority is received in writing.
- Reason: To mitigate concerns regarding residential amenity to accord with policy EQ2 of the South Somerset Local Plan.
06. All making good of existing freestanding/retaining walls shall be undertaken in matching materials to those existing structures, unless alternative materials have been first agreed in writing by the Local Planning Authority.
- Reason: To safeguard the Conservation Area and setting of Listed Buildings in accordance with policies EQ2 and EQ3 of the South Somerset Local Plan.
07. Notwithstanding Condition 02, prior to the first use of the development hereby approved a scheme of landscaping shall be submitted to and approved in writing by the Local Planning Authority. The scheme shall include a single tree with shrub planting on each side of the exit point with a planting specification. All planting comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following receipt of the written approval by the Local Planning Authority, and any trees or plants which within a period of five years from having been planted die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.
- Reason: To integrate the development into its environs, to safeguard the Conservation Area and setting of Listed Buildings in accordance with policies EQ2 and EQ3 of the South Somerset Local Plan.

# Agenda Item 21

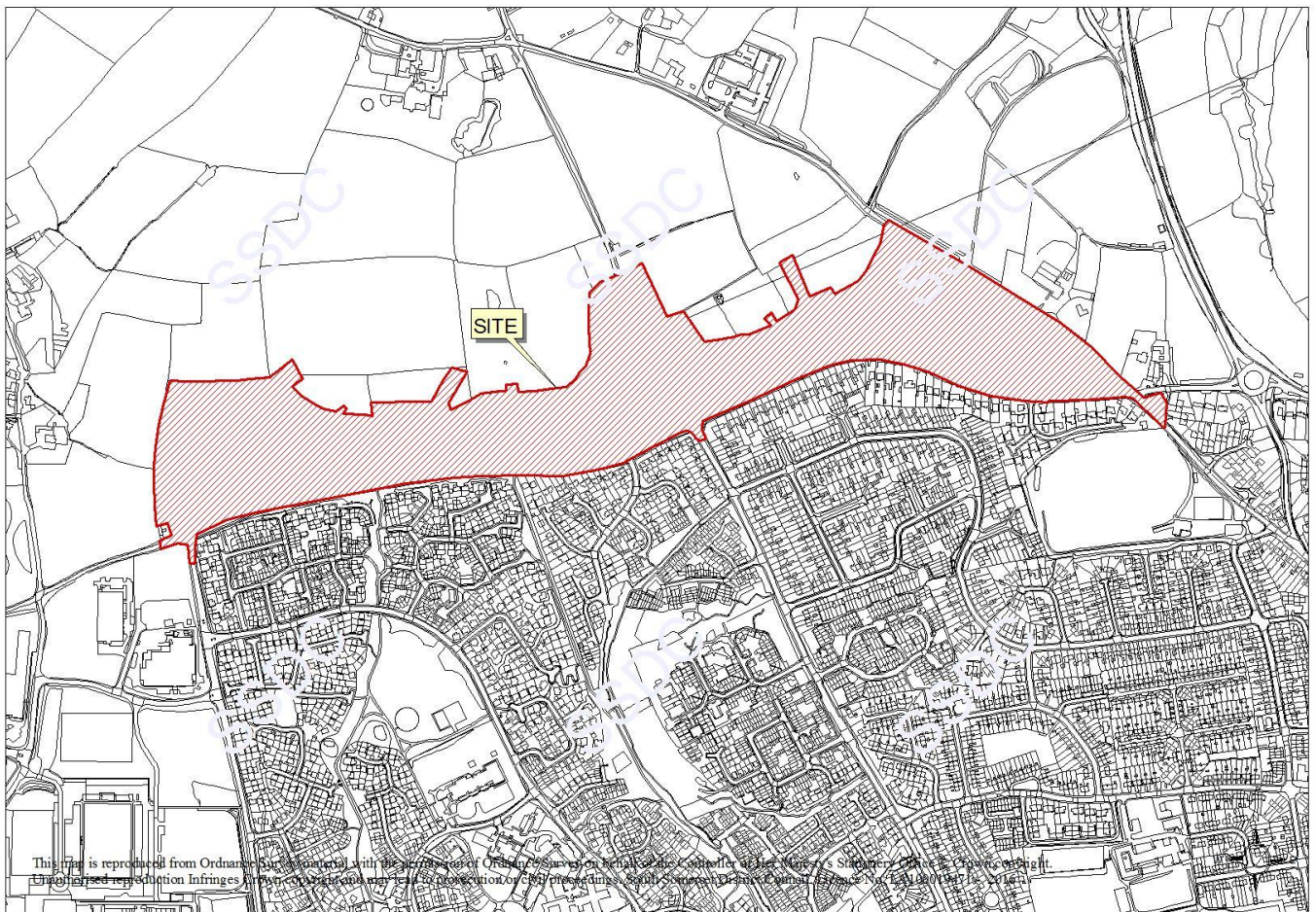
## Officer Report On Planning Application: 16/00978/REM

<b>Site Address:</b>	Land To The North Of Thorne Lane Yeovil
<b>Ward :</b>	WARDS OF YEOVIL WITHOUT
<b>Proposal :</b>	The erection of 298 dwellings, access to new primary school, link road between Western Avenue and Brimsmore House, improvement works to the local highway network, public open space, structural landscaping and alterations to Brimsmore Tree Cottage (Revisions to superseded 11/00361/REM, 13/02934/S73 and 14/03596/S73 in relation to area 'B')
<b>Recommending Case Officer:</b>	Simon Fox Tel: 01935 462509 Email: simon.fox@southsomerset.gov.uk
<b>Target date :</b>	23rd May 2016
<b>Applicant :</b>	Brimsmore Landowners
<b>Type : 01</b>	Major Dwlg 10 or more or site 0.5ha+

### Reason for Referral to Committee

This application is referred for Committee consideration as it is a larger scale major application and cannot be determined under the Council's Scheme of Delegation.

### Site Description and Proposal



The application site, commonly known as the Brimsmore Key site, lies on the northern edge of Yeovil's built limits off Thorne Lane. The site is subject of a Local Plan allocation and related outline planning permission for approximately 830 dwellings, primary school a local centre with shops, community hall, sports provision, open space and community woodland. Significant related off-site highway improvement works are secured by means of a planning obligation.

An initial application for Reserved Matters was submitted in February 2011 and approved April 2012. This concerned the southern part of the site and included 298 dwellings and the east-west internal link road from Tintinhull Road to Western Avenue. The application was split into identifiable parcels A-F.

Various amendments to Area A (109 units) have already been made via previous applications and this application only seeks alterations to Area B (32units). However the submission of a new application for Reserved Matters approval will supercede the 2011 application and encompass/regularise the amendments made to Area A. There are no additional units proposed.

In terms of Area B the substantive amendments include:

- Revised layout to achieve more detached and semi-detached properties in a visually looser grain of development. The approved scheme contains more terraces, more land-take from roads and parking accessed from the rear.
- Corresponding changes to house types/elevations.
- More parking on-plot.
- The inclusion of more 2-bed and 3-bed units and fewer 4 bed-units.
- The introduction of two apartment blocks of three units each addressing the Westgate Roundabout.
- The explicit removal of an Ash tree (T491) to give more space to and visibility of a retained Oak tree (T490).
- The explicit inclusion of a crossing point to the site from the footpath/cycleway at Abbey Manor Park and the continuation of the internal cycleway to the Westgate Roundabout.

Several plots in Area A are occupied.

## **HISTORY**

The key site is allocated in the Local Plan as Policy KS/YEWI/2.

The outline planning permission granted in 2007, is in line with the Local Plan allocation. Given the scale of the development the normal time limit for the permission was extended to allow development across the site over a 10-year period. There are however, triggers within the various S106 legal agreements to ensure that the provision of affordable housing, community infrastructure, open space and highways are provided for alongside the new development.

The reserved matters approval granted in 2012 - 11/00361/REM, covers the southern section of the outline approved site and permits the erection of 298 houses and works to secure highway improvements over the junction with Thorne Lane and Western Avenue. The approved housing is all open market with the affordable provision set for a later phase further to the "triggers" of the planning obligation.

13/02934/S73 - Application to vary condition No.1 of planning approval 11/00361/REM to change details of design (approved plans): Approved 29 October 2014.

14/03596/S73 - Application to vary condition No.1 of planning approval 11/00361/REM to change details of design (approved plans): Approved 03 November 2014.

The last three applications will be effectively superceded if this current application is approved.

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act (2004), and Paragraphs 2, 11, 12, and 14 of the NPPF indicate it is a matter of law that applications are determined in accordance with the development plan unless material considerations indicate otherwise.

On 5th March 2015 South Somerset District Council, as Local Planning Authority, adopted its Local Plan to cover the period 2006 to 2028.

On this basis the following policies are considered relevant:-

### South Somerset Local Plan (2006-2028):

SD1 - Sustainable Development

SS1 - Settlement Hierarchy

SS4 - District-wide Housing Provision

SS5 - Delivering New Housing Growth

SS6 - Infrastructure Delivery

EQ2 - Design & General Development

EQ4 - Biodiversity

EQ5 - Green Infrastructure

EQ6 - Woodland and Forests

EQ7 - Pollution Control

HG3 - Provision of Affordable Housing

HG5 - Achieving a Mix Market Housing

TA3 - Sustainable Travel at Chard and Yeovil

TA4 - Travel Plans

TA5 - Transport Impact of New Development

TA6 - Parking Standards

HW1 - Provision of Open Space, Outdoor Playing Space, Sports, Cultural and Community Facilities in New Development.

Of particular relevance is the proposed allocation of land at Brimsmore (Thorne Lane) under proposal KS/YEWI/2 in the previous Local Plan and in this connection regard should be had to the Brimsmore Development Framework February 2005 (which accompanied the Outline Application).

### National Guidance - National Planning Policy Framework:

Chapter 6 - Delivering a Wide Choice of High Quality Homes

Chapter 7 - Requiring Good Design

Chapter 11 - Conserving and Enhancing the Natural Environment

### Other

Somerset County Council Parking Strategy (March 2012)

## **CONSULTATIONS**

### Yeovil Without Parish Council:

Recommend Approval - Suggestion to the applicant that a public event be held to update residents on the development.

Brympton Parish Council:

The Parish Council considers there is insufficient information given with the application.

The matter was then considered again with a recommendation for approval subject to restoration of the original road alignment and the approved road crossing concept, to prevent severance.

Highway Authority (Somerset County Council):

No objections raised. Some details will need to be addressed at the s38 stage.

SDDC Highway Consultant

Refer to SCC comments.

Natural England:

No objection.

Crime Prevention Officer:

No Objection subject to the inclusion of bollards to prevent unauthorised vehicle entry to the footway/cycle way off Westgate Roundabout.

Environment Agency:

No objections, having previously agreed Condition 07 from the outline application. Condition 08 requires attention and this should be agreed with the LLFA.

Wessex Water:

Refer to previous response to 2011 application.

Water supply arrangements will require off-site works and inclusion of booster station.

The first phase of 298 dwellings can be connected to the existing public sewer in Thorne Lane but future phases will trigger downstream improvements.

Lead Local Flood Authority:

The comments of the LLFA will be orally updated.

SDDC Environmental Protection:

Verbal - No objections subject to retention of Condition 09 from the original REM approval.

Archaeologist (Somerset Heritage Centre):

No implications. Archaeological matters controlled by the outline approval (Condition 05).

**REPRESENTATIONS**

Neighbouring householders and premises have been notified and invited to comment on the application.

Three representations have been received:

In objection:

- Increase in traffic causing congestion, safety and pollution fears.
- The area is becoming too urbanised.
- The development will spoil outward countryside views.
- Brown-field sites should be developed first.
- Access issues raised with regards to a particular property on Thorne Lane.

## **CONSIDERATIONS**

The principle of developing the Brimsmore Key Site is well established. This application seeks no additional dwellings to that of the original Reserved Matters approval from 2011/2012.

Matters concerning ecology, public transport, education, community facilities, highways, noise and pollution, archaeology, ground conditions, play and open space were all considered at the outline and original 2011 Reserved Matters stages and are unaffected by this application which primarily seeks alterations to Area B. The conditions from the outline application persist and the original Reserved Matters conditions will be brought forward and updated in light of current circumstances.

### Design and Layout

The principle changes to Area B concerning layout and dwelling types are acceptable and the dwelling mix is now felt to better respond to market needs as this will be the next Area that the current developer, Wyatt Homes, will continue to build out after completing Area A. The intentions contained within the Local Plan allocation and Development Framework document dated February 2005 are maintained.

### Highways

The Highway Authority has not raised any issues with the rearranged internal road layout.

The revisions are not considered to impact upon traffic flows over and above those considered at the original Reserved Matters stage.

The layout also provides more on-plot parking compared to the original Reserved Matters approval.

The comments of Brympton parish Council as a neighbouring parish are noted, in particular the connectivity between Abbey Manor Park and Areas A and B as a gateway to the wider Brimsmore site. The specific issue lies with a crossing point from a cycleway on Abbey Manor Park to a point between Area A and B. The original Reserved Matters approval showed a more meandering realignment of Thorne Lane which allowed for a wider central reservation to be created to aid an uncontrolled crossing. The works to Thorne Lane have gained Technical Approval from Somerset County Council as the Highway Authority and this process has had the effect of straightening the road and reducing the width of the central reservation. Brympton Parish Council considers that this unduly prejudices the use of the crossing by cyclists and wishes the original plan to be restored. The desire to provide good connectivity with across Thorne Lane linking two areas of development together is an absolute priority. At this moment in time however the technical approval of the Highway Authority would render a refusal on these grounds difficult to substantiate. Through discussions with the developer on this subject it did come to light that the Highway Authority has requested that the groundworks and electrical conduits to allow the future installation of a Toucan crossing, be undertaken as part of the works that connect Western Avenue to the new Westgate Roundabout which will adjoin Area B (referred to as Highway Section 1a in the Section 106 Agreement). In the same Agreement the developer is obligated to provide a controlled crossing required by the County Council to cross Thorne Lane in the location of the uncontrolled crossing the Parish Council has taken issue with. As such it will be suggested that the developer installs the Toucan crossing now as part of the Element 1a works and this will mean that the central reservation debate will be rendered obsolete as a proper cycle crossing will have been established. An oral update on this matter will be made.

### Drainage

The arrangements regarding surface water drainage remains as agreed original Reserved



Matters approval and the LLFA is being asked to reconfirm acceptance of the approach.

Foul drainage is covered by Condition 11 of the Outline permission.

#### Other Matters

The new REM approval allows matters regarding bin storage and land conveyancing to be more firmly controlled via conditions 11 and 12.

#### Conclusion

The comments of local residents and Brympton Parish Council are noted; however, given the nature of the changes requested, the fall-back position and/or conditions imposed on the Outline application or proposed for this Reserved Matters approval, it is not considered that there are any matters that would warrant a recommendation refusal.

### **RECOMMENDATION**

#### **Grant permission for the following reason:**

01. This application is a variation to a reserved matters application following the grant of Outline permission ref no 05/00753/OUT and the revised details accord with the principles set out in the outline application and in the Local Plan allocation for this site and with the relevant planning policies, including the NPPF.

#### **SUBJECT TO THE FOLLOWING:**

01. The development hereby permitted shall be carried out in accordance with the plans as set out on the schedule dated 17th February 2016.  
Reason: For the avoidance of doubt and in the interests of proper planning.
02. Prior to the commencement of any dwelling within Areas B-F, full details of the following shall be submitted to and approved in writing by the Local Planning Authority for each plot in the phase, or part thereof, to be constructed:-
  - specific external wall materials, finishes and colours including sample panels for approval on site to show masonry coursing, jointing, bond and pointing and render finishes.
  - details of any proposed parapets, string courses, plinths and mouldings
  - specific window and door design details including sections and wall opening details including arch. lintel, cill, window/door surround and reveal depth.
  - details of any porches and door hoods
  - position and details of meter boxes and any external flue, vent and extract terminals
  - roof materials, including samples
  - roof ridge, hip, eaves, verge and rainwater goods details
  - any chimney, dormer and roof light details.
  - external works details of any steps, walls and copings, railings and fencing.
  - details of any permanent external lighting proposed on building including any street lighting to be mounted on buildings (not including individual security lighting).

Area A shall be built in accordance with the details pursuant to applications 11/00361/REM (14/03596/S73), 14/05665/DOC and 15/03328/DOC agreed by the letters from the Local Planning Authority dated 24/07/2015 and 03/12/2015 plus the details contained within this application for Plots A52-62.

- Reason: To ensure that attention to detail is given to provide quality of design in the proposed development in accordance with the Design masterplan and planning statement in accordance with Policy EQ2 of the South Somerset Local Plan.
03. Section A of the Woodland Area (as defined in the Section 106 Community Agreement dated 7 August 2007), shall be completed in accordance with the details pursuant to application 11/00361/REM (14/03596/S73) and 14/05665/DOC agreed by the letter from the Local Planning Authority dated 24/07/2015.  
The implementation of this shall be in accordance with the timescales as set out in the Section 106 Agreement.  
Reason: To ensure appropriate planting is carried out to the woodland edge of the development in accordance with Policies EQ2, EQ4, EQ5 and EQ6 of the South Somerset Local Plan.
04. Prior to the commencement of any dwelling within Areas B-F, full details of hard and soft landscape proposals for that phase (or part thereof) of the development shall be submitted to and approved in writing by the local planning authority. Such details shall include:
- maintenance prescriptions for existing landscape features to be retained e.g; trees and hedgerows,
  - attenuation and swale elements within public open space,
  - full details of all tree and hedgerow planting including street trees/shrubs.
- Area A shall be built in accordance with the details pursuant to applications 11/00361/REM (14/03596/S73), 14/05665/DOC and 15/03328/DOC agreed by the letters from the Local Planning Authority dated 24/07/2015 and 03/12/2015 plus the details contained within this application for Plots A52-62.  
Reason: To ensure a meaningful contribution to the urban design and open space elements in accordance with Policy EQ2 and EQ5 of the South Somerset Local Plan.
05. All existing trees, hedges or hedgerows shall be retained, unless shown on the approved drawings as being removed. All trees, hedges and hedgerows on and immediately adjoining any phase or part thereof of that part of the site being developed shall be protected from damage for the duration of works on that area to the satisfaction of the Local Planning Authority in accordance with the recommendations in British Standard 5837 1991. Any part(s) of trees, hedges or hedgerows removed without the Local Planning Authority's consent or which die or become, in the opinion of the Local Planning Authority, seriously diseased or otherwise damaged within ten years following contractual practicable completion of the approved development shall be replaced as soon as is reasonably practicable and, in any event, by not later than the end of the first available planting season, with plants of such size and species and in such positions as may be agreed in writing with the Local Planning Authority.  
Reason: In the interests of the amenity of the area and to ensure proper planning of the development in accordance with Policy EQ2 and EQ5 of the South Somerset Local Plan.
06. Prior to the occupation of any dwelling hereby permitted, detailed proposals for any proposed balancing pond and any other attenuation features serving the area of development in which such dwelling is situated shall be submitted to and approved in writing by the Local Planning Authority. These details shall include cross sections, ground levels, details of invert and outlet structures, and proposed marginal planting. Such ponds/attenuation features shall be completed in accordance with a timescale to be agreed in writing by the local planning authority.  
Reason: In the interest of the amenity of the area and to ensure proper planning of the development in accordance with Policy EQ2 of the South Somerset Local Plan and the provisions of the NPPF.
07. The development hereby permitted shall only be carried out in accordance with the approved Flood Risk Assessment as amended and surface water drainage strategy,

particularly limiting the surface water run-off discharge from Catchments A, B or C to be no greater than the Qbar rate as shown in Table 4 in Appendix C of that report.

Reason: To prevent flooding by ensuring the satisfactory storage of/disposal of surface water from the site in accordance with the NPPF.

08. Prior to the commencement of the surface water drainage scheme, for each phase or part thereof, a full operation and maintenance strategy shall be submitted to and formally approved in writing by the Local Planning Authority. For Area A this shall be within three months of this approval. The strategy shall identify all future land use limitations; identify the ownership, operational and maintenance arrangements for the works over the lifetime of the scheme.

Reason: To ensure that the works provide the necessary mitigation against flooding for the lifetime of the existing and proposed development in accordance with the NPPF.

09. Prior to the commencement of any dwelling within Areas B-F, an assessment of those properties which are likely to be subjected to noise shall be submitted to and approved in writing by the Local Planning Authority. This relates to those properties within NEC B. For those properties identified, a scheme of acoustic insulation should be submitted to the Local Planning Authority for approval before the commencement of construction of these plots. Any mitigation works identified shall be carried out prior to occupation of the dwellings affected.

Area A shall be built in accordance with the details pursuant to applications 11/00361/REM (14/03596/S73), 14/05665/DOC and 15/03328/DOC agreed by the letters from the Local Planning Authority dated 24/07/2015 and 03/12/2015 plus the details contained within this application for Plots A52-62.

Reason: To ensure proper planning of properties potentially affected by noise in the interests of amenities of occupiers and in accordance with saved Policy EQ7 of the South Somerset Local Plan.

10. Details of the internal ground floor levels of the buildings to be erected on the specific phase or part thereof, shall be submitted to and approved in writing by the Local Planning Authority. This shall be prior to the commencement of any dwelling within the individual Areas B-F.

Area A shall be built in accordance with the details pursuant to applications 11/00361/REM (14/03596/S73), 14/05665/DOC and 15/03328/DOC agreed by the letters from the Local Planning Authority dated 24/07/2015 and 03/12/2015 plus the details contained within this application for Plots A52-62.

Reason: To ensure that attention to detail is given to provide quality of design in the proposed development in accordance with the Design masterplan and planning statement in accordance with Policy EQ2 of the South Somerset Local Plan.

11. Prior to the commencement of any dwelling within Areas B-F, a strategy for the storage and collection of domestic recycling and refuse shall be submitted to and approved in writing by the Local Planning Authority. Such a scheme shall include the locations of collection points (communal if necessary). For Area A this plan shall be submitted with 3 months of this approval.

Reason: To promote sustainable construction as advocated by the National Planning Policy Framework.

12. A landscape management plan for Areas B-F, including long term design objectives, management responsibilities and maintenance schedules for all landscape areas, other than small, privately owned, domestic gardens, shall be submitted to and approved by the Local Planning Authority prior to the occupation of the development or any phase of the development, whichever is the sooner, for its permitted use. For Area A this plan shall be submitted with 3 months of this approval. The agreed landscape management plans shall be carried out as approved.

Reason: In the interests of visual amenity and to accord with Policies EQ2, EQ4, EQ5 and EQ6 of the South Somerset Local Plan 2006.

**Informatives:**

01. You are reminded that four legal Agreements under S106 of the Town and Country Planning Act accompany this application and remain applicable in addition to the two Supplemental S106 Agreements agreed relating to community and highways.
02. You are reminded that there are informatives on the Outline Planning Permission 05/00753/OUT which remain of relevance for this and future phases of development.
03. There must be no interruption to the surface water drainage system of the surrounding land as a result of the operations on the site. Provisions must be made to ensure that all existing drainage systems continue to operate effectively and that riparian owners upstream and downstream of the site are not adversely affected.
04. You are reminded of the Duty of Care for dealing with waste which is set out in detail in the response from the Environment Agency from whom additional guidance can be gained.
05. You are reminded that a Right of Way crosses this site which will require a formal Diversion Order. Advice can be gained from the Rights of Way Officer.
06. You are reminded to ensure that any works carried out do not adversely affect third party properties particularly when working in close proximity to existing houses or boundaries to residential properties.
07. With regards to Condition 12 the Local Planning Authority is seeking a plan that shows the intended land to be conveyed to private households, to the Highway Authority, to the Local Authority and/or Management Co. if applicable.

# Agenda Item 22

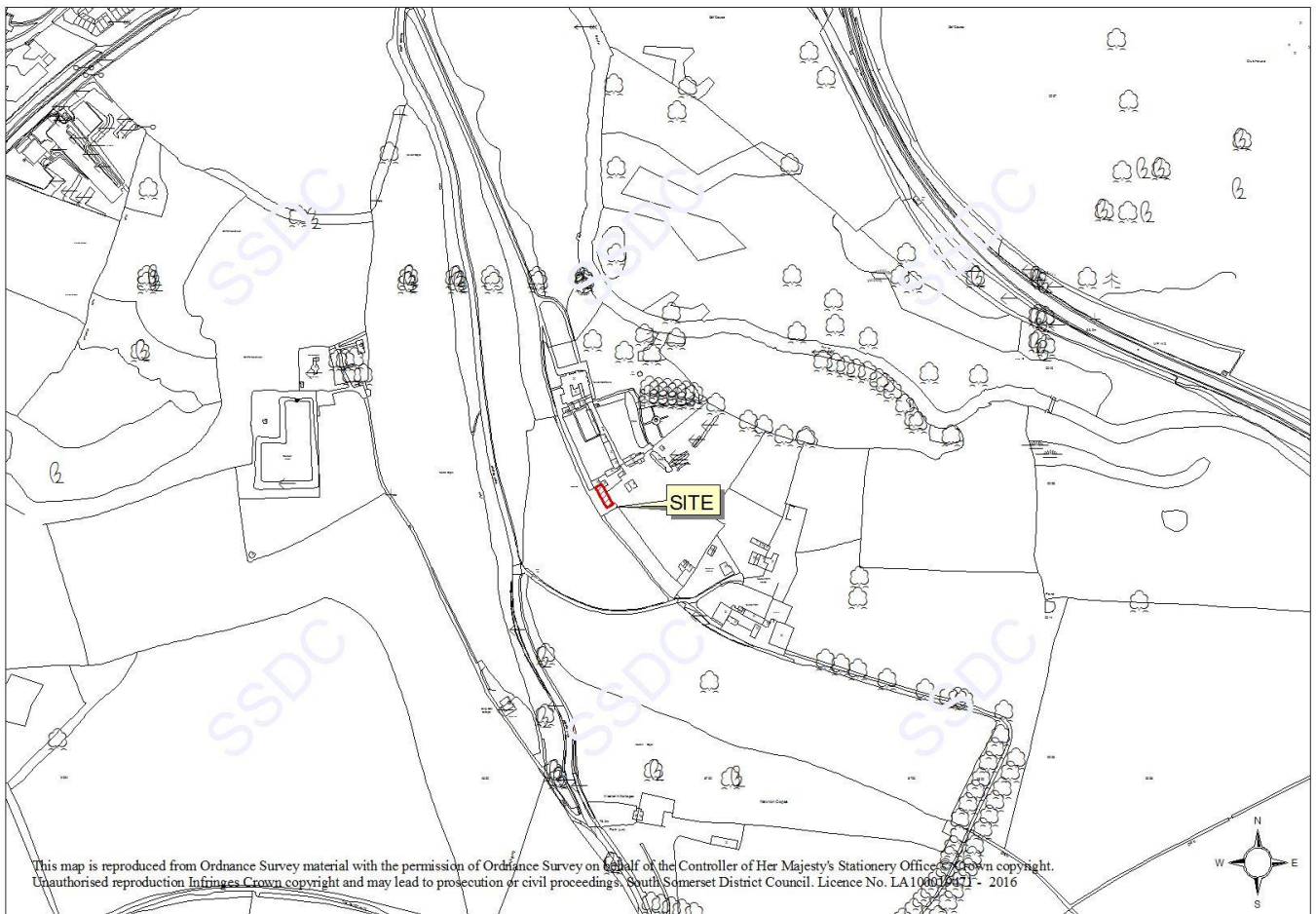
## Officer Report On Planning Application: 15/04703/COU

<b>Site Address:</b>	Newton Surmaville Newton Road Stoford
<b>Ward :</b>	COKER
<b>Proposal :</b>	Change of use of stable/coach house to Use Class D2 (Assembly and Leisure) and alterations to door on west elevation (Retrospective) (GR 356527/115299)
<b>Recommending Case Officer:</b>	Simon Fox Tel: 01935 462509 Email:simon.fox@southsomerset.gov.uk
<b>Target date :</b>	9th December 2015
<b>Applicant :</b>	Mrs Jane Cannon
<b>Type : 12</b>	Other Change Of Use

### Reason for Referral to Committee

This application is referred for Committee consideration at the request of the Development Manager in accordance with the scheme of delegation and with the agreement of the Chairman, due to the comments of the Highway Authority and adjacent neighbours.

### Site Description and Proposal





The application site concerns a Grade 2 listed coach house with attached former stables associated with Newton Surmaville, a Grade I house within a listed park and gardens abutting the outskirts of Yeovil.

The coach house with attached former stables date from the late 18th century and are constructed from Ham stone under a Welsh slate roof with coped gables. They are connected to the main house via a track alongside the walled garden. On the west side is the principal elevation where three double doors under semi-circular headed arches are evident. There is a Gardener's Cottage attached to the north side.

The proposal seeks to change the use of the building (not the cottage) to Use Class D2 (Assembly and Leisure) so as to offer a flexible space for events and functions.

The proposal is retrospective in that physical works to the building to facilitate the use have been undertaken, including internal fit-out and the repair of the three pairs of double doors, coupled with the installation of glass panels. An application seeking listed building consent for the physical works to the double doors is also running in parallel to this application.

During the course of the application the applicant has clarified the extent of the use, in this regard:

- The number of events/functions in the venue shall not exceed 52 in any one calendar year.
- That the capacity of the venue shall be no greater than 60 covers.
- Clarification over hours of use - no later than 11pm

There will also be 24 parking spaces available alongside the walled garden (which have already been created), accessed off the track. Another 6 parking spaces are available at the front of the main house, on an existing gravelled area. A recently planted hedgerow runs along the west side of the track.

The first floor of the coach house contains historic tapestries relocated from the main house under a 2012 listed building consent application.

A recent listed building consent application also allowed a rear lean-to on the coach house.

## **HISTORY**

Relevant history:

15/05662/LBC: The reroof of a lean-to garden store to Coach House (Implemented):  
Application permitted with conditions: 23/03/2016

15/04709/LBC: The carrying out of alterations to doors on west elevation (Implemented):  
Pending Consideration

12/01810/LBC: The relocation of tapestries from the main house to the nearby Coach House (Implemented):  
Application permitted with conditions: 23/09/2013

Other history exists.

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act (2004), and Paragraphs 2, 11, 12, and 14 of the NPPF indicate it is a matter of law that applications are determined in accordance with the development plan unless material considerations indicate otherwise.

Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 imposes a general duty as respects listed buildings in exercise of planning functions., that in considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority or, as the case may be, the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses.

On this basis the following policies are considered relevant:-

### South Somerset Local Plan (2006-2028):

SD1 - Sustainable Development  
SS1 - Settlement Hierarchy  
EQ2 - Design & General Development  
EQ3 - Historic Environment  
EQ7 - Pollution Control  
EP11 - Location of Main Town Uses  
TA5 - Transport Impact of New Development  
TA6 - Parking Standards

### National Guidance - National Planning Policy Framework:

Chapter 2 - Ensuring the Vitality of Town Centres  
Chapter 7 - Requiring Good Design  
Chapter 12 - Conserving and Enhancing the Historic Environment

## **CONSULTATIONS**

### Barwick and Stoford Parish Council:

No objections to the amended planning application.

Previously the PC stated it did not support or object to the proposal but had concerns about traffic accessing the A37 from the premises.

### Highways Authority (Somerset CC):

Upon assessing the original plans the HA commented:

"The applicant will need to provide additional information in order for the highway authority to be able to fully consider the implications of this application".

There is a need to demonstrate the visibility available from the access.

There is a need for an indication as to the number of people the building can accommodate and the number of events to judge the likely traffic generation.

The HA was consulted on the amended information to answer the question posed on 29th April. No response has been received to date. Any comment on amended plans will be orally updated.

### SSDC Highway Consultant:

Has advised that improvements to the main access to increase visibility are needed; via the removal of vegetation in a southerly direction.

### Historic England:

Initial concerns regarding the level of detail contained within the application.

However on receipt of additional information HE has confirmed that the application should be determined in accordance with national and local policy guidance, and on the basis of the LPAs specialist conservation advice.

### SSDC Conservation Officer:

Initial concerns expressed concerning the level of detail within the application.

On receipt of further information:

"I note the various revisions that have taken place since my initial memo of 17.1.15.

An accurate set of floor plans has now been submitted and the insertion of glazing into the doors is considered acceptable, based on the submission of the photo showing glazing in one of the doors.

As the work is retrospective no conditions are needed".

### SSDC Environmental Protection Officer:

No comments to make.

## **REPRESENTATIONS**

Neighbouring properties/premises to the site have been notified and a site notice has been displayed.

One objection has been received from a resident of Newton Farm which backs onto the Newton Surmaville site detailing concerns regarding unlimited and undefined parking on fields surrounding the house, refuse storage and collection and the changes to install glass to the three pairs of double doors.

Other comments related to the owners of Newton Surmaville are stated but are not related to the application proposals.



## **CONSIDERATIONS**

### Principle of Use

The use may be considered to constitute a main town centre use; however the particular venue that has been created (albeit without consent initially) is one that clearly maximises the setting of the listed park and garden, the main house and the character and scale of the Coach House. The proposal has restored the redundant Coach House and given it a modern/sustainable use. The income will aid the viability of the listed house and its grounds and provide public access to an otherwise private residential property. The availability of a different type of high quality entertainment venue is also to be welcomed. Overall the use for the intended purpose is supported.

### Impact on Listed Building

This assessment is broken down into two aspects; the impacts of the physical works and the impact on the setting of the listed building/park and garden.

Firstly there have not been any objections to the internal works. Other than decoration the more significant works have included a door from the cottage that has been blocked and a room at first floor that has been converted into a suite of toilets. The primary source of concern has been the works undertaken without consent to the three double doors to install glazing in the upper sections and repainting of the joinery, with it being suggested that perhaps fully glazed doors may have been preferable. At one point it was not considered that a 'clear and convincing' justification had been put forward. It was acknowledged that the doors had been heavily repaired or even replaced in the past and so the timber sections lost to glazing did not represent historic fabric but the aesthetic was still questioned. Further information from the applicant showed a set of doors from the 1980s with glazing in the upper section, which had been replaced by the now current set of doors around 2000. When assessing the proposed use, the need for natural light and the desire to preserve internal doors from being glazed to create borrowed light, it is felt the intervention is justifiable.

In terms of introducing an assembly and leisure use to the site and the impacts this would have on the setting and character of the listed buildings and listed park and garden then regarding is paid to the scale and nature of the proposed use. The number of events is limited and the numbers of covers similarly restricted. This has had a consequential impact on reducing the area needed for car parking and the application has been clarified to show where parking can take place in a visually acceptable area avoid need to use the adjacent sloping field for unlimited parking.

The proposal is considered to be in accordance with Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990, policy EQ3 of the Local Plan and the aims and objections of the NPPF.

### Residential Amenity

Despite planning permission not being in place a Premises License has already been granted by SSDC Licensing which allows live music (indoors) until 11pm seven days a week, the supply of alcohol until 10.30pm seven days a weeks and opening hours until 11pm seven days a week.

The nearest residential property is approx. 128m to the south. The objector lives 150m to the south east. Given the scale of the proposal, the proposed operation times, the fact the use is predominately contained inside a building and the parking areas are located a further 40m away from those aforementioned properties, it is felt that no detrimental impact will be caused to residential amenity.

It is also noted that within Newton Farm there is currently an operational farm and from on-site observation the noise associated with Newton Road is disproportionately audible from the application site.

The proposal is considered to be in accordance with policy EQ2 of the Local Plan

#### Highways

The substantive issue has been whether the use would create a volume of traffic movements in and out of a substandard access that would prejudice highway safety.

The access does not benefit from good visibility in a southerly direction looking back towards Stoford. It also falls outside the 30mph zone.

With the number of events and venue capacity having been clarified the volume of traffic can be better accessed. There are to be 30 parking spaces provided, based on two people sharing to attend an event. The SSDC Highway Consultant visited site and assessed that if visibility to the south could be improved then the proposal could be supported. The applicant has agreed to undertake this via a scheme to be agreed by condition. In reality it means removing a dense evergreen hedge and a few small trees. This collectively would improve visibility from the access and the forward visibility of vehicles approaching from the Stoford direction.

Comments from the Highway Authority are awaited and will be orally updated.

#### Other

There are numerous issues raised by the adjacent neighbour that are no planning issues and not related to this application.

### **RECOMMENDATION**

#### **Grant permission for the following reason:**

01. The proposal maintains the character of the area, facilitates economic investment and the creation of a quality event venue, safeguards heritage assets whilst ensuring highway safety and is therefore in accordance with the objectives of the National Planning Policy Framework; and policies SD1, SS1, EQ2, EQ3, EQ7, TA5, TA6 and EP11 of the South Somerset Local Plan (adopted 2015).

#### **SUBJECT TO THE FOLLOWING:**

01. Notwithstanding the time limits given to implement planning permission as prescribed by Sections 91 and 92 of the Town and Country Planning Act 1990 (as amended), this permission (being granted under section 73A of the Act in respect of development already carried out) shall have effect from the 1st April 2015.  
Reason: To comply with Section 73A of the Act
02. The development hereby permitted shall be carried out in accordance with the following approved plans and documents:
  - a) Location Plan, Drawing Ref SK 01
  - b) Site Plan, Drawing Ref SK 02
  - c) Site Section, Drawing Ref SK 03Reason: For the avoidance of doubt and in the interests of proper planning.
03. The use hereby permitted shall not take place outside the hours of 12:00 to 23:00 daily. There shall be no more than 52 events held within any calendar year. In the year 2016

this shall be no more than 30 events. The building shall not accommodate more than 60 covers.

Reason: To safeguard local amenity, to maintain the character of the area and to create a level of traffic movements that ensures reasonable use of a substandard access, to accord with policies EQ2, EQ3, EQ7 and TA5 of the South Somerset Local Plan.

04. The 31 car parking spaces shown on drawing ref SK01 shall be retained in the positions shown so long as the use persists. Reason: To ensure parking is available on site and located in areas that safeguards the setting of the listed building to accord with the SCC Parking Strategy and policies EQ3 and TA6 of the South Somerset Local Plan.
05. A scheme for the improvement to vehicular visibility from the access onto Newton Road shall be submitted to and approved by the Local Planning Authority. The agreed scheme shall be fully implemented prior to the first event held via the use hereby permitted.  
Reason: In the interests of highway safety to accord with policy TA5 of the South Somerset Local Plan.

**Informatives:**

01. This approval includes no approval for advertisement signage. The applicant is advised to contact the LPA for advice regarding this.

# Agenda Item 23

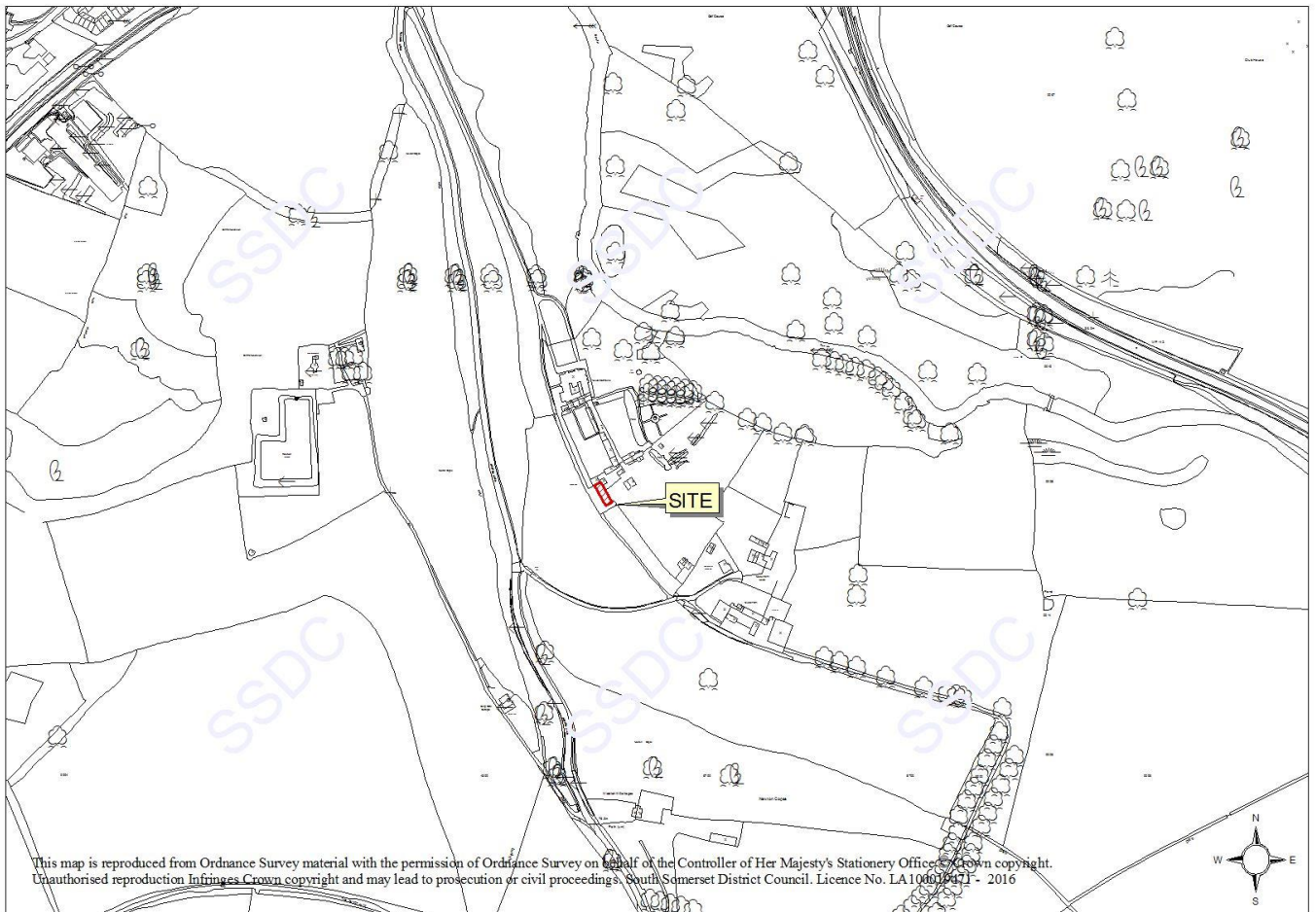
## Officer Report On Planning Application: 15/04709/LBC

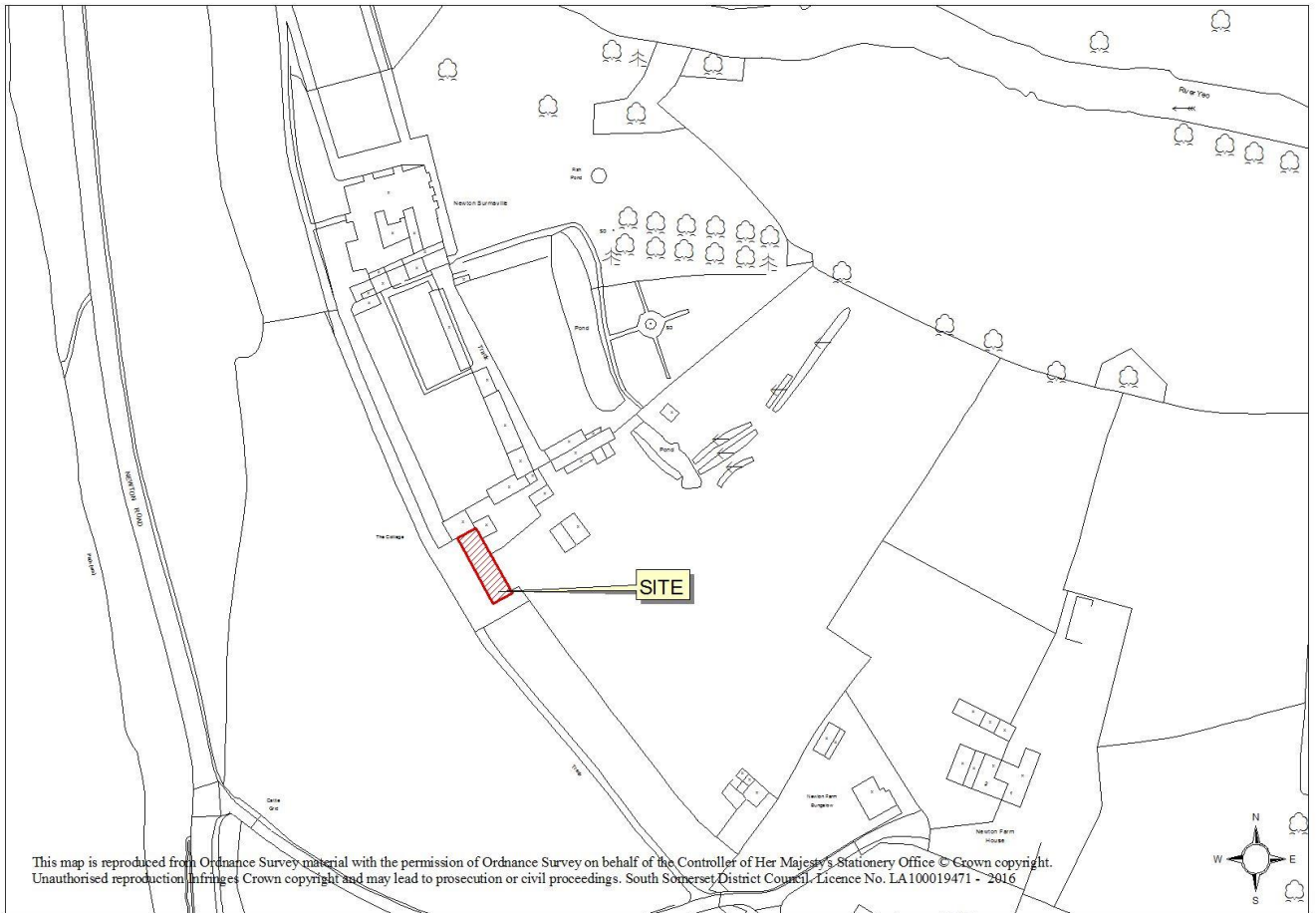
<b>Site Address:</b>	Newton Surmaville Newton Road Stoford
<b>Ward :</b>	COKER
<b>Proposal :</b>	The carrying out of alterations to door on west elevation (Implemented) (GR 356527/115299)
<b>Recommending Case Officer:</b>	Simon Fox Tel: 01935 462509 Email: simon.fox@southsomerset.gov.uk
<b>Target date :</b>	9th December 2015
<b>Applicant :</b>	Mrs Jane Cannon
<b>Type : 15</b>	Other LBC Alteration

### Reason for Referral to Committee

This application is referred for Committee consideration at the request of the Development Manager in accordance with the scheme of delegation and with the agreement of the Chairman, as it accompanies application 15/04703/COU.

### Site Description and Proposal





The application site concerns a Grade 2 listed coach house with attached former stables associated with Newton Surmaville, a Grade I house within a listed park and gardens abutting the outskirts of Yeovil.

The coach house with attached former stables date from the late 18th century and are constructed from Ham stone under a Welsh slate roof with coped gables. They are connected to the main house via a track alongside the walled garden. On the west side is the principal elevation where three double doors under semi-circular headed arches are evident. There is a Gardener's Cottage attached to the north side.

The proposal seeks to regularise works that have been undertaken to three pairs of double doors, coupled with the installation of glass panels.

There is also a parallel planning application seeking to change the use of the building (not the cottage) to Use Class D2 (Assembly and Leisure) so as to offer a flexible space for events and functions.

## HISTORY

Relevant history:

15/05662/LBC: The reroof of a lean-to garden store to Coach House (Implemented):  
Application permitted with conditions: 23/03/2016

15/04703/COU: Change of use of stable/coach house to Use Class D2 (Assembly and Leisure) and alterations to door on west elevation: Pending consideration.

Other history exists.

## **POLICY**

Section 16 of the Listed Building and Conservation Areas Act is the starting point for the exercise of listed building control. This places a statutory requirement on local planning authorities to 'have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'

National Planning Policy Framework: Chapter 12 - Conserving and Enhancing Historic Environment is applicable. This advises that 'When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation. The more important the asset, the greater the weight should be. Significance can be harmed or lost through alteration or destruction of the heritage asset or development within its setting. As heritage assets are irreplaceable, any harm or loss should require clear and convincing justification. Substantial harm to or loss of a grade II listed building, park or garden should be exceptional. Substantial harm to or loss of designated heritage assets of the highest significance, notably scheduled monuments, protected wreck sites, battlefields, grade I and II\* listed buildings, grade I and II\* registered parks and gardens, and World Heritage Sites, should be wholly exceptional.'

Whilst Section 38(6) of the 2004 Planning Act is not relevant to this listed building application, the following policies should be considered in the context of the application, as these policies are in accordance with the NPPF.

On this basis the following policies are considered relevant:-

### South Somerset Local Plan (2006-2028):

EQ3 - Historic Environment

### National Guidance - National Planning Policy Framework:

Chapter 7 - Requiring Good Design

Chapter 12 - Conserving and Enhancing the Historic Environment

## **CONSULTATIONS**

### Barwick and Stoford Parish Council:

No objections to the amended planning application.

Previously the PC stated it did not support or object to the proposal but had concerns about traffic accessing the A37 from the premises.

### Historic England:

Initial concerns regarding the level of detail contained within the application.

However on receipt of additional information HE has confirmed that the application should be determined in accordance with national and local policy guidance, and on the basis of the LPAs specialist conservation advice.

### SSDC Conservation Officer:

Initial concerns expressed concerning the level of detail within the application.

On receipt of further information:

"I note the various revisions that have taken place since my initial memo of 17.1.15.

An accurate set of floor plans has now been submitted and the insertion of glazing into the doors is considered acceptable, based on the submission of the photo showing glazing in one of the doors.

As the work is retrospective no conditions are needed".

## **REPRESENTATIONS**

Neighbouring properties/premises to the site have been notified and a site notice has been displayed.

One objection has been received from a resident of Newton Farm which backs onto the Newton Surmaville site detailing concerns regarding unlimited and undefined parking on fields surrounding the house, refuse storage and collection and the changes to install glass to the three pairs of double doors.

## **CONSIDERATIONS**

Some concern has been raised regarding the works undertaken without consent, to the three double doors to install glazing in the upper sections and repainting of the joinery, with it being suggested that perhaps fully glazed doors may have been preferable. At one point it was not considered that a 'clear and convincing' justification had been put forward. It was acknowledged that the doors had been heavily repaired or even replaced in the past and so the timber sections lost to glazing did not represent historic fabric but the aesthetic was still questioned. Further information from the applicant showed a set of doors from the 1980s with glazing in the upper section, which had been replaced by the now current set of doors around 2000. When assessing the proposed use, the need for natural light and the desire to preserve internal doors from being glazed to create borrowed light, it is felt the intervention is justifiable.

## **RECOMMENDATION**

### **Grant listed building consent for the following reason:**

01. The proposal by reason of its justified intervention into the historic fabric of this listed building is considered to respect the historic and architectural interests of the building and accords with the aims and objectives of policy EQ3 of the South Somerset Local (adopted 2015) and the NPPF.

### **SUBJECT TO THE FOLLOWING:**

01. Notwithstanding the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 this consent shall be deemed to have been implemented on 14th October 2015 prescribed by Section 8 of the above Act. Reason: To comply with section 8 of the above Act.