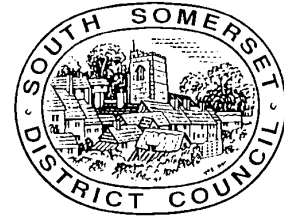


South Somerset District Council

Notice of Meeting



Area West Committee

Making a difference where it counts

Wednesday 18th April 2018

5.30 pm

**The Guildhall, Fore Street,
Chard, TA20 1PP**

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



The following members are requested to attend this meeting:

Jason Baker
Marcus Barrett
Mike Best
Amanda Broom
Dave Bulmer
Carol Goodall

Val Keitch
Jenny Kenton
Paul Maxwell
Sue Osborne
Ric Pallister
Garry Shortland

Angie Singleton
Andrew Turpin
Linda Vijeh
Martin Wale

There are no planning applications.

For further information on the items to be discussed, please contact the Case Services Officer (Support Services) on 01935 462055 or democracy@southsomerset.gov.uk

This Agenda was issued on Tuesday 10th April 2018.

Alex Parmley, *Chief Executive Officer*

This information is also available on our website
www.southsomerset.gov.uk and via the mod.gov app



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”. The council’s Executive Forward Plan can be viewed online for details of executive/key decisions which 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 three minutes on agenda items; and
- see agenda reports

Meetings of the Area West Committee are held monthly, usually at 5.30pm, on the third Wednesday of the month (except December) in village halls throughout Area West (unless specified otherwise).

Agendas and minutes of meetings are published on the council’s website www.southsomerset.gov.uk/councillors-and-democracy/meetings-and-decisions

Agendas and minutes can also be viewed via the mod.gov app (free) available for iPads and Android devices. Search for ‘mod.gov’ in the app store for your device, install, and select ‘South Somerset’ from the list of publishers, then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

Public participation at committees

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

There are no 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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Area West Committee

Wednesday 18 April 2018

Agenda

Preliminary Items

- 1. To approve as a correct record the Minutes of the Previous Meeting held on 21st February 2018**
- 2. Apologies for Absence**
- 3. Declarations of Interest**

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), 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.

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. 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.

Planning Applications Referred to the Regulation Committee

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

Councillors Mike Best, Angie Singleton and Martin Wale.

Where planning applications are referred by this Committee to the Regulation Committee for determination, 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. Date and Venue for Next Meeting**

Councillors are requested to note that the next Area West Committee meeting is scheduled to be held on Wednesday 16th May 2018 at 5.30pm. Venue to be confirmed.

- 5. Public Question Time**

This is a chance to ask questions, make comments and raise matters of concern.

Parish/Town Councils 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.

Anyone wishing to raise matters in relation to items on the agenda may do so at the time the item is considered.

6. Chairman's Announcements

Items for Discussion

- 7. Affordable Housing Development Programme** (Pages 6 - 11)
- 8. Area West End of Year Report 2017/18 (Executive Decision)** (Pages 12 - 22)
- 9. Chard Town Team Update** (Pages 23 - 24)
- 10. Area West - Reports from Members on Outside Bodies** (Page 25)
- 11. Area West Committee - Forward Plan** (Pages 26 - 28)
- 12. Planning Appeals** (Page 29)

Break for Refreshments

- 13. Exclusion of Press and Public** (Page 30)
- 14. Chard Regeneration Scheme Town Centre Regeneration Update and Proposals Report April 2018 (Confidential)** (Pages 31 - 42)

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.

Agenda Item 7

Affordable Housing Development Programme

Head of Service: Colin McDonald, Corporate Strategic Housing Manager
Lead Officer: Colin McDonald, Corporate Strategic Housing Manager
Contact Details: colin.mcdonald@southsomerset.gov.uk or (01935) 462331

Purpose of the Report

The purpose of this report is to update members on the outturn position of the Affordable Housing Development Programme for 2016/17 and 2017/18 in relation to Area West and future prospects.

Recommendation

The Committee are asked to note the outturn position of the Affordable Housing Development Programme for the two years 2016/17 & 2017/18 and the prospects for the future.

Public Interest

This report covers the provision of affordable housing in Area West over the previous two financial years and anticipates the likely delivery of more affordable homes being constructed or acquired in the future. It will be of interest to members of the public concerned about the provision of social housing for those in need in their local area and of particular interest to any member of the public who is seeking to be rehoused themselves or has a friend or relative registered for housing with the Council and it's Housing Association partners.

“Affordable” housing in this report broadly refers to homes that meet the formal definition that appears in national planning policy guidance (the ‘National Planning Policy Framework’). In plain English terms it means housing made available to people who cannot otherwise afford housing (owner occupied/mortgage or rented) available on the open market. Typically this includes rented housing (where the rent is below the prevailing market rate for a private sector rented property of similar size and quality) and shared ownership (where the household purchases a share of the property that they can afford and pays rent, also at a below market rate, on the remainder).

This report covers the level of public subsidy secured (which is necessary in order to keep rents at below market rates), sets out where affordable housing has been completed and describes schemes that are either already underway or are expected to be built in the near future. It does not cover the letting of the rented housing or the sale of the shared ownership and discounted market homes; in short, it is concerned with the commissioning and delivery stages only.

Background

The overall programme is usually achieved through mixed funding (Social Housing Grant [administered by Homes England – formerly the Homes and Communities Agency - HCA], Local Authority Land, Local Authority Capital, Housing Association reserves and planning obligations obtained under s106 of the Town and Country Planning Act 1990) and the careful balancing of several factors. This includes the level of need in an area; the potential for other opportunities in the same settlement; the overall geographical spread; the spread of capacity and risk among our preferred Housing Association partners and the subsidy cost per unit.

A previous report was made to the Area West Committee on 15th February 2017 which considered the outturn for the previous financial year (2015/16) and the provisional outturn for the then current

financial year (2016/17). Since then an annual update report on the programme has been provided to the District Executive on 6th July 2017. The report to the District Executive gives more detail in terms of the longer term perspective and the provision of affordable housing across the entire district.

In recent years a significant element of the affordable housing delivery programme has been produced through planning obligations within larger sites being brought forward by private sector developers. However the delivery of these is tied to wider economics, not least the developer's view of prevailing market conditions and the speed at which they estimate completed properties will sell at acceptable prices. Typically the required affordable housing is agreed at the outset of larger sites, but delivered as the site progresses over a number of years.

The Housing and Planning Act 2016 introduced the Government's proposal of 'Starter Homes' as an alternative form of provision to 'traditional' Affordable Housing. However the regulations required to complete the definition of 'Starter Homes' are still to be issued.

2016/17 & 2017/18 Outturn

As anticipated in the report last February, we have been in the unusual position of all previous schemes being completed (by the end of 2015/16) and all proposed, pipeline schemes being precisely that (with the inherent dangers of further stalling or non-completion) rather than commencing during the period. At the time of submitting this report there are no Housing Associations under contract with a private developer to deliver the affordable housing element due under planning obligation on any qualifying site in Area West.

There has, however, been an acquisition of a single dwelling by Magna Housing in Chard. This was completed on 25th April 2017 (thus falling, just, into 2017/18) and was subsidised with £37,000 of grant from the Council.

Yarlington disposals

The Committee will be aware that the volume of disposals undertaken by Yarlington as a result of the various changes imposed on the sector by Government as discussed by a Scrutiny Task & Finish group. In particular concerns have been raised about the disproportionate effect of such disposals on rural housing.

Since February 2017 there have been three more proposed disposals in Area West – one each in Wayford, Ilminster and Dowlish Wake - out of a total of eight across the district. It remains the case that we are unaware of any proposed disposal being withdrawn following consultation.

Community Led Housing Fund

Members may recall a meeting held at Horton Village Hall on the afternoon of 20th July 2017, to describe to representatives of Parish Councils the possibilities of community led housing. This included a presentation from the Wessex CLT Project and from existing Community Land Trust members, highlighting the two successful schemes already completed in South Somerset at Norton-sub-Hamdon and Queen Camel. Similar meetings were held in other parts of the District.

As part of the 2016 Budget, a £60 million fund was announced to support community-led housing developments in areas "where the impact of second homes is particularly acute." The allocation for South Somerset District Council was set at £263,222. A brief discussion paper, including a draft outline plan, was put forward to the portfolio holder discussion group meeting that was held on Friday 10th February 2017. Following that funds were set aside from our allocation to run the promotional events referred to above and to create grant pots to both assist Parish Councils and other local groups

undertake detailed housing surveys and to assist fledging community led groups, such as Community Land Trusts, with basic set up costs.

The Government have confirmed that the second tranche of funding is now being channelled through Homes England and subject to competitive bidding. The chief purpose of our outline plan was to encourage sufficient interest and enable local groups to develop 'shovel-ready' proposals that could then bid into this anticipated second round of funding.

In Area West both Winsham and Merriott have been allocated money from the fund to undertake a local needs survey.

Future prospects

Members of the Committee will be aware of a number of sites where, were they to be built out by the main developer, further affordable housing is due. There could also be further gains in the coming years from planning obligation sites, although none of these are reported here as we cannot be certain about timing and also because there could be future viability issues which result in the level of affordable housing being reduced on certain sites. Members will also be aware that there is often a delay between the grant of planning permission and the commencement of such developments, not least exemplified by the Crewkerne key site.

There are, however, four housing association led schemes in Area West which have been allocated over £ 1 ¾ million in grant from the Council and just under £ ½ million in grant from Homes England. These are detailed in the appendix. Three are subject to planning permission and two are not likely to begin to deliver completed homes until 2019/20. If all four schemes proceed successfully there will be a total of at least a further 70 homes, delivered by three different housing associations in three different settlements

Stonewater responded to our overtures to all Housing Association partners to find sites in Crewkerne, given that this is now the settlement in the district with the greatest gap between expressed demand and new delivery, mainly thanks to the continued stalling of the key site. In September 2016 the District Executive allocated just over £1 million to bring forward 40 new dwellings with a major scheme at North Street in Crewkerne, This allocation was made on the caveats that alternative funding is sought from Homes England and subject to appropriate planning permission. Stonewater's agents submitted a revised planning application, increasing the size of the substantive site and the number of dwellings that can be achieved, which was refused. They have since lodged an appeal and a date has not yet been set for this to be heard by the Planning Inspectorate.

Funds were allocated to the proposed Yarlinton scheme in Misterton by the District Executive in October 2015, again in the expectation that this would be underwriting the scheme whilst they submitted a grant application to Homes England. Members will recall the need to produce at least 10 homes for rent following the loss of any obligated housing on the Betterment site elsewhere in Misterton. The allocation is for the initial 17 dwellings of which 11 are expected to be for social rent. However since the last report Yarlinton are yet to submit a planning application for the site, despite having the funding allocation confirmed 2 ½ years ago.

Members may recall the Knightstone scheme for the creation of nine new dwellings for rent at Jarman Way. There were further difficulties with land ownership on this site, including an unauthorised encroachment by a neighbour onto the land which the Council had agreed to sell to Knightstone in order to achieve this scheme. These have now been resolved and Knightstone are anticipating an immediate start on site. The scheme is being subsidised by both Homes England and the Council on a 2:1 ratio, but the land is not being transferred at a nil-value or subsidised cost so the value will return to the Council. Members shall also wish to note that, as from 5th March 2018, Knightstone formally merged with DCH to create a new Housing Association called Liverty.

Finally the portfolio holder has allocated further funding to Stonewater to create four new two-bedroomed dwellings on land at the rear of the former Chard Working Men's Club. Members will recall that one of the advantages of funding the original conversion scheme was the opportunity of land assembly between the former Club building and the existing neighbouring Stonewater scheme. Stonewater intend to develop these new homes using an off-site manufacturing method – bringing the component parts onto site for assembly and thus reducing the on-site construction time by a considerable margin.

Financial Implications

The funding shown against each proposed scheme in the appendix has been allocated by the District Executive or the Portfolio Holder as described in the main text of the report above, but does not include the contingency funds held back for other allocations. The main contingency funding has traditionally been held back to meet operational requirements, such as “Bought not Built” for larger families, mortgage rescue and disabled adaptations specifically designed for clients where opportunities do not exist in the current stock.

Carbon Emissions & Climate Change Implications

Previously all affordable housing in receipt of public subsidy, whether through the (former) HCA or from the Council, had to achieve the minimum code three rating within the Code for Sustainable Homes. The HCA dropped this requirement and work has been undertaken to understand the precise differences between code three and current building regulations (which have improved). Whilst the Council may be able to seek slightly higher standards than those achieved through building regulations where it is the sole funder of schemes, this is rarely the case as usually there is some Homes England grant sought at some stage.

Equality and Diversity Implications

All affordable housing let by Housing Association partners in South Somerset is allocated through Homefinder Somerset, the county-wide Choice Based Lettings system. Homefinder Somerset has been adopted by all five local housing authorities in the County and is fully compliant with the relevant legislation, chiefly the Housing Act 1996, which sets out the prescribed groups to whom ‘reasonable preference’ must be shown.

Implications for Corporate Priorities

The Affordable Housing development programme clearly provides a major plank under “Homes” and in particular meets the stated aim:

“To work with partners to enable the provision of housing that meets the future and existing needs of residents and employers.”

Privacy Impact Assessment

This report does not directly impact on any data held of a personal nature.

- Background Papers:**
- Area West Affordable Housing Development Programme Area West Committee – 16th February 2017
 - Community Led Housing: Outline Plan (Report to Portfolio Holder) - 24th February 2017
 - Affordable Housing Development Programme: Scheme at rear of former

- Chard Working Men's Club (report to Portfolio Holder) - 11th May 2017
- (Report from) Overview and Scrutiny Committee - Disposal of third party properties - District Executive – 1st June 2017
 - Affordable Housing Development Programme - District Executive – 6th July 2017
-

Appendix: Proposed Combined HCA & SSDC Programme 2018/19+

| | HA | Scheme Name | Social Rent | Affordable Rent | Shared Ownership/ Intermediate | Net Gain New Homes | Total Homes for NI 155 purposes | Total Grant | Level of grant from SSDC | SSDC land allocation value | Level of grant from Homes England | Planning Obligation |
|--|------------|-----------------------------|-------------|-----------------|-----------------------------------|-----------------------|------------------------------------|-------------------|-----------------------------|-------------------------------|--------------------------------------|---------------------|
| Chard | Liverty | Jarman Way* | 0 | 9 | 0 | 9 | 9 | £605,000 | £200,000 | £0** | £405,000 | No |
| | Stonewater | r/o Chard Working Mens Club | 0 | 4 | 0 | 4 | 4 | £216,000 | £216,000 | £0 | £0 | No |
| Crewkerne | Stonewater | North Street* | 0 | 28 | 12 | 40 | 40 | £1,040,000 | £1,040,000 | £0 | £0 | No |
| Rural (population below 3,000) | Yarlington | Misterton* | 11 | 0 | 6 | 17 | 17 | £396,661 | £396,661 | £0 | £0 | No |
| Totals | | | 11 | 41 | 18 | 70 | 70 | £2,257,661 | £1,852,661 | £0 | £405,000 | 0 |
| * Subject to planning permission ** Involves transfer of SSDC land but not at a reduced price | | | | | | | | | | | | |

Agenda Item 8

Area West End of Year Report 2017/18 (Executive Decision)

Assistant Director: Helen Rutter, Communities
Service Manager: Tim Cook, Locality Team Manager
Lead Officer: Tim Cook, Locality Team Manager
Contact Details: tim.cook@southsomerset.gov.uk or (01963) 435088

Purpose of the Report

To provide a summary of the work undertaken by the Area Development Team in West for the year 2017 – 2018.

Public Interest

The Area Development Service supports the Council's four Area Committees (North, South, East & West) to work closely with local communities to create better places in which to live and work.

Each Committee has the freedom to use its financial resources and its team of development staff to understand what matters within their Area and address problems and opportunities by offering support, encouragement and where appropriate direct financial & practical help.

This report provides an overview of the work of the Area West Development Team from 1st April 2017 to 31st March 2018.

Recommendation

1. To note and comment on the work of the Area West Development Team
2. To agree to release funds previously ring-fenced for the Chard Hub for reallocation.

Background

Area West Committee ensures that its resources in the form of its budget and the Area Development team are used to address local needs and to ensure quality of life across Area West. Those priorities, with the key projects and programmes are outlined in the Area Development Service Plan attached at Appendix A.

Delivering the work outlined in the 2017/18 Service Plan

A brief presentation will be given at the committee detailing progress of the work to date in relation to the current Service Plan.

In addition to the activities outlined in the Service Plan, the Area Development team takes an active role in the SSDC Market Towns Investment Group (MTIG) by providing support to the market town representatives enabling Chard, Crewkerne and Ilminster to benefit from MTIG funding. MTIG's current funding programme; Digital High Streets is about to be launched with support from Area West team members. Nicola Doble provides project and admin support for MTIG.

A member of staff attends the multi-agency Chard One Team which meets on a weekly basis at the fire station to deal with operational issues relating to community safety. Another member of staff sits on the Click into Activity Steering group.

During 2017-18 the Area West team supported community based projects / programmes, (illustrated on the map at Appendix B). This includes work led by a community group or partnership, or directly by SSDC. The Committee has received regular reports on specific work e.g. Blackdown Hills AONB, A Better Crewkerne and District (ABCD) and various grant requests.

The Area West Team awarded grants of £49,227 to 18 projects, worth a total overall investment of £219,728. The team also worked with 3 separate community groups to draw down S106 funds totalling £29,792. A list of community grants and S106 funds awarded during the year is included at Appendix C and Appendix D shows the Area West Capital Programme.

In addition to supporting the above projects the team handled over 100 enquiries for information, project support, guidance, printing or loan of equipment. These enquiries are received from ward members, volunteers, local charities and trusts, town and parish councils, residents, local businesses, internal SSDC services and other public sector services. Those queries are generally dealt with by the Neighbourhood Development Officers, some are relatively straightforward requiring on the spot advice and sign posting. Others have led to more work around issues such as registering an Asset of Community Value or giving funding advice and signposting to other funding opportunities.

The Chard Hub Project

The Chard Hub Project was agreed by Members in February 2016. At the meeting of the AWC in June 2016 it was agreed to allocate £49,640 from the Area Reserve and up to £63,920 from the unallocated capital programme to progress work on the Chard Hub project. To date, £3,420 has been spent on the project.

The project was suspended part way through the year due to a number of issues including the review of SSDC assets. It is considered extremely unlikely that the hub project is to continue in its current form.

Community Offices

A reduction in footfall led to a review of the provision of SSDC community offices in Chard, Ilminster and Crewkerne. The decision was taken to change the way that front-facing services are delivered and to close the Ilminster office. The office closed at the end of January 2018. During the 2 month lead up to the closure, customers were assisted and encouraged to move to alternative methods. 29 customers were seen during this period where 19 moved to digital, phone or post access. 6 said they would visit another office and 3 were returning equipment or one off visits. Access to services is available online, over the phone or where further assistance is required by an appointment based system. There have been no enquiries for this service to date.

Area+ will address the future area presence through establishing a number of community hubs in market towns. The area teams are currently gathering information about possible locations for hubs and for area committee meetings.

Financial Implications

There is currently £63,920 capital and £46,220 revenue funding ring-fenced for the Chard Hub. If members agree the above recommendation, £110,140 will be available for allocation in 2018/19.

Council Plan Implications

The work of the Area Development Team contributes towards the following priorities on the SSDC Council Plan:

- Economy - Work with businesses and use our assets to grow our economy
- Environment – Support communities to develop local, parish and Neighbourhood Plans

- Homes – Tackling fuel poverty, and
 - enable people to live independently for as long as they are able
- Health and Communities – Support communities so that they can identify their needs and develop local solutions
 - Target support to areas of need
 - Help people to live well by enabling quality cultural, leisure, play, sport & healthy lifestyle facilities and activities.
 - Work with partners to tackle health issues such as diabetes and hypertension
 - Help keep our communities safe

Carbon Emissions & Climate Change Implications

None arising directly from this report

Equality and Diversity Implications

None arising directly from this report

Background Papers

- Update on the work of the Area West Development Team AW Committee November 2017
 - Area West Development Plan 2017 – 18 AW Committee June 2017
-

Appendix A

Place & Performance Area Development West Service Plan 2017-2018

Portfolio Holder – Councillor Valerie Keitch Team Lead – Tim Cook
Assistant Director – Helen Rutter

Set out below are the key projects & programmes being undertaken by the team (either directly or in support of community groups & other partners) where we have a key role in the delivery of the projects. This Plan sits alongside our core work or responding to issues & problems on a day-to-day basis, working with Councillors & other services across the Authority and beyond, to try and resolve them.

| | | | | |
|-----------|-------------------------|--------------------------------------|---------------|-----------------------------|
| Completed | In Progress – On Target | In Progress – Risk of Missing Target | Behind Target | Future Action – not started |
| | | | | |

Service Action Plan: *Top level actions – more detail is within individual work programmes / project plans*

| Action | Lead Officer | Target Date | Outcomes to be achieved this year | Current Progress | |
|--|--------------|-------------|--|--|--|
| Support the Chard Regeneration Scheme Project Manager (CRS PM) to progress work in the town centre | TC / DM | Ongoing | Vibrant town centre | Full report on progress to be considered at the April meeting of the AWC. | |
| Deliver and support business related events in Chard including on the 4 th Floor of Lace Mill, using events to gather evidence of what local businesses need to grow. | DM & CSAs | Ongoing | Better informed businesses | There were 4 business events held throughout the year consisting of free 3 day marketing course, Care Micro Enterprise, GDPR training and Digital Creatives Cluster. | |
| Provide support to deliver projects identified in Chard Town Team's Action Plan | AB / DM | Ongoing | Stronger relationship with business sector and increased footfall in Chard | Ongoing support offered to Chard Town Team to progress this work – Offer not taken up | |

| Action | Lead Officer | Target Date | Outcomes to be achieved this year | Current Progress | |
|--|--------------|--|---|---|--|
| Design and deliver Town Centre events programme | DM, AB | Report to AW August 2017 | Increased footfall in market towns | Phase 1 complete and grants offered. Phase 2 currently being assessed Full report to be considered by AWC in May. | |
| Support ABCD to develop a Local Economic Strategy for Crewkerne | AB | Ongoing | Businesses work together on beneficial projects | Crewkerne Business Breakfast planned for 12 th April in partnership with ABCD Work is ongoing but original target has been missed | |
| Support Ilminster Forum to develop a Local Economic Strategy for Ilminster | DM | Ongoing | Businesses work together on beneficial projects | Business survey drafted. | |
| Chard Business Hub | DM | On hold | Stronger business community | Project stalled and unlikely to progress in the current form. | |
| Market Town Investment Group, support towns to take an active role in the Digital High Streets programme | DM/AB/ND | Ongoing Officer time to provide support | Improved digital presence for our market towns | Digital projects offer arising out of the audit going to the next MTIG meeting in April for agreement | |
| Support the Local Information Centres with SLAs | DM | Summer 2017 | Improved promotion of the 3 towns | Service Level Agreement's agreed and signed for 2018/19. Visits in May/June planned to offer further assistance / support | |

| Action | Lead Officer | Target Date | Outcomes to be achieved this year | Current Progress |
|---|-------------------|--------------------------|---|--|
| Support ABCD in the development and implementation of projects from Crewkerne Community Plan | AB? | Ongoing | Stronger sustainable community | Voluntary and Community Forum organised in Crewkerne 3 Spark training events Business Breakfast on 12 th April to bring retailers together. |
| Support Ilminster Forum in production of the Community Plan | ? | Ongoing | Publish Community Plan with Action Plan | Community Plan completed and published. |
| Support Ilminster's Neighbourhood Plan Group | TC | Ongoing | Town has influence over growth | Implementation group established. |
| Support development and implementation of parish plans as and when required. | DM & TC | Ongoing | Improved evidence of need which can be used to enable a wide range of projects. | No plans supported this year. |
| Provide support and advice to community groups seeking funding, including S106 funds, and manage and assess SSDC community grant applications | AB, DM & ND CG | Ongoing Admin Support | Continued engagement with communities | Ongoing community grant assessments. Supporting Crewkerne TC with potential changing room / toilets at Happy Valley. Please see appendix for Community Grants awarded throughout the year. |

| Action | Lead Officer | Target Date | Outcomes to be achieved this year | Current Progress |
|--|--------------|---------------------|---|---|
| Run a high quality access point and advice service for the public at the community offices | DH & CSAs | Ongoing | Improved customer service and access to local information | Ilminster Community Office was closed at the end of January 2018 due to low footfall. Customers are still able to access the service through other means ie phone, web or 1:1 appointments. Footfall for Chard declined by 24% and Crewkerne by 19%. The Community Support Assistants received 99% good and very good rating in our last Customer Satisfaction Survey |
| Support the development of new and / or improved play areas | DM & AB | Ongoing | Better play facilities in towns and villages | Grant awarded in August for Henhayes play park area. Project completed and grant paid. |
| Partake in local Community Safety Partnerships | HV & TC | Ongoing | Greater partnership working on community safety | Meetings are held on a weekly basis and attended where necessary/possible. |
| Provide support to parishes wanting to carry out Housing Needs Surveys | ADT | Ongoing as required | Parishes have clear evidence of need | Survey being completed for Merriott. Assistance provided with producing, printing, inputting of data and providing report to the parish council. Completion due April/May. |
| Support the work of the Rural Housing Strategy | ADT | Ongoing | Attend meetings and events | All meetings attended. |

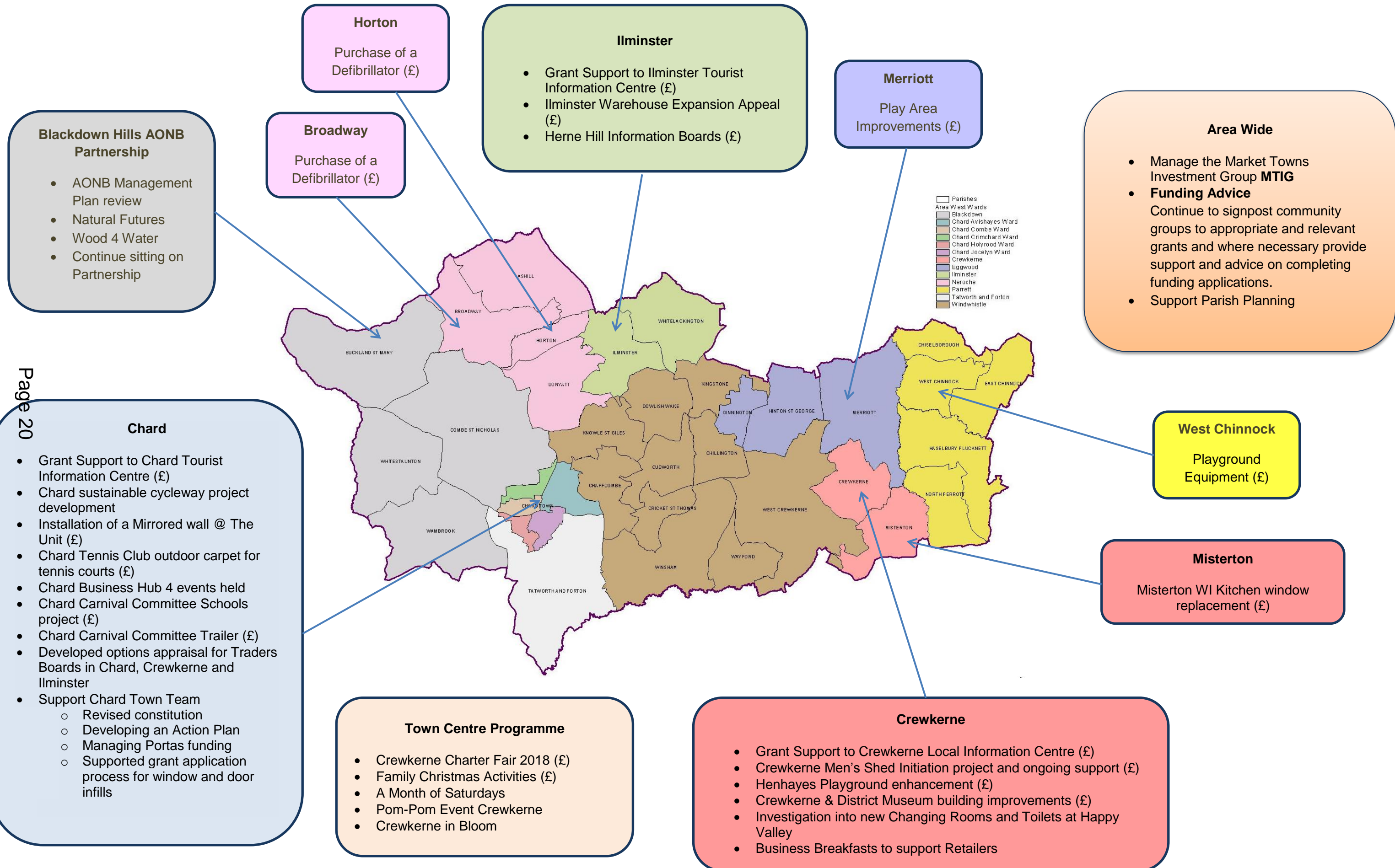
| Action | Lead Officer | Target Date | Outcomes to be achieved this year | Current Progress |
|---|--------------|-------------------------|---|---|
| Provide support to the CLICK into Activity Steering Group | ND | Ongoing | Healthier residents | CLICK meetings attended this year and advice given |
| Support the South Somerset Digital Inclusion Group | DM | Ongoing | Event at Lace Mill | Proposed event cancelled. Working Group meeting in April to look at future events. |
| Support work to extend sustainable routes through Chard and onto Tatworth | DM | Ongoing | Deliver legal agreements for creation of route | No update available at the current time. |
| Support the Blackdown Hills AONB Partnership | TC/ND | AW report December 2017 | Greater engagement with the natural environment | Review of the AONB Management Plan 2019 – 2024 is underway. Workshop attended Jan 2018. |

In addition, the service will take action to deliver key corporate strategies, comply with corporate policies, deliver savings, monitor performance, review and monitor complaints and manage risk.

Key:

AB – Alison Baker DH – Debbie Haines
DM – Dylan Martlew TC – Tim Cook
ND – Nicola Doble HV – Hazel Vincent

Area West Achievements by Ward 2017-18



Appendix C - AREA WEST Community Grants 2017/18

| | Grant awarded £ | Responsible Officer (s) | Status |
|---|-----------------|-------------------------|-----------------------------|
| Community Grants | | | |
| Installation of mirrored wall (Chard At the Unit) | 736 | Dylan Martlew | Project completed and paid |
| Schools Project (Chard Carnival Committee) | 300 | Alison Baker | Project completed and paid |
| Mens Shed Initiation Project (Henhayes Community Centre) | 385 | Alison Baker | Project completed and paid |
| Purchase of Village defibrillator (Horton) | 250 | Nicola Doble | Project completed and paid |
| Purchase of Village defibrillator (Broadway) | 250 | Nicola Doble | Project completed and paid |
| Building improvements (Crewkerne and District Museum) | 1,000 | Alison Baker | Project completed and paid |
| Chard TIC (Service Level Agreement) | 500 | Dylan Martlew | SLA agreed and paid |
| Crewkerne TIC (Service Level Agreement) | 500 | Dylan Martlew | SLA agreed and paid |
| Ilminster TIC (Service Level Agreement) | 500 | Dylan Martlew | SLA agreed and paid |
| Blackdown Hills AONB (Partnership funding) | 6,000 | Dylan Martlew | Paid |
| Outdoor carpet to tennis courts (Chard Tennis Club) | 8,000 | Alison Baker | Awaiting project completion |
| Playground equipment (West Chinnock Community Playground Association) | 512 | Tim Cook | Awaiting project completion |
| Information boards on Herne Hill (Ilminster) | 750 | Nicola Doble | Awaiting project completion |
| Chard Carnival Trailer (Chard Carnival Club) | 954 | Nicola Doble | Awaiting project completion |
| Kitchen Window Replacement (Misterton WI) | 1,000 | Alison Baker | Awaiting project completion |
| Total | 21,637 | | |
| Town Centre event programme - grants | | | |
| Crewkerne Charter Fair 2018 | 750 | Alison Baker | Awaiting project completion |
| Family Christmas Activities | 282 | Dylan Martlew | Project completed and paid |
| A Month of Saturdays | 1,000.00 | Dylan Martlew | Awaiting project completion |
| Pom-Pom Event Crewkerne | 1,476.00 | Alison Baker | Awaiting project completion |
| Crewkerne in Bloom | 1,175.00 | Alison Baker | Awaiting project completion |
| Total | 4,683 | | |
| S106 funding | | | |
| Purchase and installation of bi fold doors (Ilminster Sports Club) | 5,340 | | Project completed and paid |
| New extension to Henhayes Centre (Henhayes Community Centre) | 14,000 | | Project completed and paid |
| Improvements to village hall (Merriott Village Hall) | 10,452 | | Project completed and paid |
| Total | 29,792 | | |

Appendix D - Area West Capital Programme

| | 2017/18 Estimated Spend £ | Actual Spend to 31/03/2018 £ | 2017/18 Remaining Budget £ | Future Spend £ | Responsible Officer(s) | Responsible Officers comments on action on slippage and performance against targets |
|---|------------------------------------|---------------------------------------|-------------------------------------|----------------------|---------------------------|--|
| Crewkerne Rugby/Football Club - Floodlighting | 10,000 | 10,000 | 0 | | T Cook | Grant awarded at July 2016 Committee. Project completed & paid |
| Henhayes Centre - Extension | 12,500 | 12,500 | 0 | | T Cook | Grant awarded at July 2016 Committee. Project completed & paid |
| Chard Business Hub Project | 63,920 | 0 | 63,920 | 0 | | Project approved at Committee on 15 June 2016. Project on hold |
| Merriott PC Phase 2 Rec Ground | 5,000 | 0 | 5,000 | | | Grant awarded at August 2017. Awaiting project completion. |
| Crewkerne TC Phase 2 Henhayes Play Park | 8,041 | 0 | 8,041 | | | Grant awarded at August 2017. Project completed and paid Dec 17 |
| Total West Capital Programme Approved in Detail | 99,461 | 22,500 | 76,961 | 0 | | |
| Approved in Principle and Unallocated | | | | | | |
| Ilminster Community Office | 0 | | 0 | 0 | T Cook | Un-ring fenced at November 2016 Committee |
| Area West Markets Improvement Group (Nov 2010 committee) | 5,660 | | 5,660 | | T Cook | |
| Unallocated Programme | 0 | | 0 | 68,707 | T Cook | As projects are agreed at committee funding is shown in main programme above. Additional £25,000 awarded at DX Feb 2018 for 2018/19 |
| Ilminster Warehouse Theatre | 0 | | 0 | 12,500 | D Martlew | Agreed at Area West Committee w/e 23/2/18 |
| Total Approved in Principle and Unallocated | 5,660 | | 5,660 | 81,207 | | |
| Summary | | | | | | |
| West Capital Programme | 99,461 | 22,500 | 76,961 | 0 | | |
| Reserve Schemes (Approved in Principle and Unallocated) | 5,660 | | 5,660 | 81,207 | | |
| Total Programme to be Financed | 105,121 | 22,500 | 82,621 | 81,207 | | |

Agenda Item 9

Chard Town Team

Purpose of the Report

To update members on the work of the Chard Town Team – Cllr. Garry Shortland, Chairman of Chard Town Team has provided the following information.

Recommendation

That the report be noted.

Report

Chard Town Team was formed to enable Chard to bid for Portas money to revive High Streets. The team is made up of a small number of volunteers and its aims are to enhance the vitality of the commercial sector and wellbeing of Chard and its residents. We work with other groups within the town with advice and sometimes funding.

A typical year in the life of Town Team:

Events

Easter - the team run a competition for families around the shops in the form of a hunt which encourages footfall into shops which otherwise they may not venture into. Each entrant receives an Easter egg and this cost is usually around the £100 pound mark but the publicity generated over the Easter period is worth 10 fold that amount.

Summer Festival - a 2 day event at the end of July, with a street market on the Saturday morning with stalls and it gives the traders of the town the chance to come out of their shops into the general public again promoting themselves. Usually this event is in conjunction with the museum open day.

The evening is a community event at the Beacon with stalls, attractions and a live band.

Sunday sees a fun day on Jocelyn Park with charity and voluntary groups able to raise funds for themselves.

Halloween - this has become a real mecca for visitors to Chard with most of the retailers in the town taking part. On average we have 600 children and parents participating around the town and again puts Chard and its traders on the map for what is a self-funding event.

Christmas Lights - the team is an integral part of the Town illuminations, organising the purchase testing and helping with the installation. The switch on is the start to the retail festive season each year.

This year saw the team use money from Area West to fund a free Christmas Film and a Christmas Children's craft making fayre, allowing parents to shop in the town while the children were doing crafts. It was nice to see most of the children make something for their parents.

The team supported the Chard Loyalty Card with funding. This year it supported the Royal British Legion with the celebrations of the end of the 1st World War.

The team relies on road closures for many events and if the team has to fund these in the future it may mean events are unviable.

The team is very grateful for the support it gets from Area West officers and the many Marshals who man the road closures.

Garry Shortland, Chairman

Agenda Item 10

Area West – Reports from Members on Outside Bodies

Communities Lead: Helen Rutter, Communities Lead
Service Manager: Tim Cook, Locality Team Manager

Purpose of the Report

To introduce reports from members appointed to outside bodies in Area West.

Public Interest

Each year Area West Committee appoints local Councillors to serve on outside bodies (local organisations) in Area West. During the year Councillors make a report on the achievements of those organisations and other relevant issues.

Background

To replace “Reports from members on outside organisations” as a generic standing agenda item it was agreed at the August 2012 meeting to include specific reports about each organisation in the Committee’s forward plan.

Members were appointed to serve on ten outside bodies at the June 2017 meeting.

Reports

Reports can be verbal or written. There is no standard format, but if possible they include an explanation of the organisations aims, their recent activities, achievements and any issues of concern.

This month the member reports are :

A Better Crewkerne & District (ABCD) – Cllr. Mike Best
Meeting House Arts Centre, Ilminster – Cllr. Carol Goodall

Recommendation

That the reports are noted.

Financial Implications

None.

Council Plan Implications

Focus Four: Health and Communities – We want communities that are healthy, self reliant and have individuals who are willing to help each other.

Background Papers: None

Agenda Item 11

Area West Committee - Forward Plan

Communities Lead: Helen Rutter, Communities Lead
Service Manager: Tim Cook, Locality Team Manager
Agenda Co-ordinator: Jo Morris, Case Services Officer (Support Services)
Contact Details: jo.morris@southsomerset.gov.uk or 01935 462055

Purpose of the Report

This report informs members of the proposed Area West Committee Forward Plan.

Recommendation

Members are asked to:-

- (1) comment upon and note the proposed Area West Committee Forward Plan as attached.
- (2) identify priorities for further reports to be added to the Area West Committee Forward Plan.

Forward Plan

The Forward Plan sets out items and issues to be discussed by the Area West Committee over the coming few months.

The Forward Plan will be reviewed and updated each month in consultation with the Chairman. It is included each month on the Area West Committee agenda and members may endorse or request amendments.

To make the best use of the Area Committee, the focus for topics should be on issues where local involvement and influence may be beneficial, and where local priorities and issues raised by the community are linked to SSDC corporate aims and objectives.

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

Background Papers: None.

Notes

- (1) Items marked in italics are not yet confirmed.
- (2) Further details on these items, or to suggest / request an agenda item for the Area Committee, please contact the Agenda Co-ordinator; Jo Morris, 01935 462055 or e-mail jo.morris@southsomerset.gov.uk
- (3) Standing items include:
 - (a) Chairman's announcements
 - (b) Public Question Time

| Meeting Date | Agenda Item | Background / Purpose | Lead Officer(s) SSDC unless stated otherwise |
|----------------------------|---|---|--|
| 16 th May 2018 | <i>Highways Update Report</i> | <i>To update members on the highways maintenance work carried out by the County Highway Authority</i> | <i>Mike Fear, Assistant Highway Service Manager, Somerset County Council</i> |
| 16 th May 2018 | <i>Report on the Performance of the Streetscene Service</i> | <i>Service report on performance and priority issues in Area West</i> | <i>Chris Cooper, Environmental Services Manager</i> |
| 20 th June 2018 | <i>Town Centre Events Grants Programme</i> | <i>Report outlining the effectiveness of the programme and details of the awards made</i> | <i>Dylan Martlew, Neighbourhood Development Officer (West)</i> |
| 20 th June 2018 | <i>Area Development Plan</i> | <i>Approval of the Area Development Plan and provide an update on the work of the Area West Development Team.</i> | <i>Tim Cook, Locality Team Manager</i> |
| 20 th June 2018 | Appointment of Representatives on Outside Bodies and Working Groups | To review the appointment of members to various Working Groups | Jo Morris, Case Services Officer (Support Services) |
| 20 th June 2018 | Scheme of Delegation – Development Control – Nomination of Substitutes for Chairman and Vice Chairman | To review the appointment of members to various working groups and outside organisations. | Jo Morris, Case Services Officer (Support Services) |
| TBC | <i>Somerset County Council Review of Children's Centres and Get Set Services</i> | | |

| Meeting Date | Agenda Item | Background / Purpose | Lead Officer(s) SSDC unless stated otherwise |
|---------------------|------------------------------------|-----------------------------|---|
| <i>TBC</i> | <i>One Public Estate Programme</i> | <i>Progress report</i> | <i>Helen Rutter, Communities Lead</i> |

Agenda Item 12

Planning Appeals

Director: Martin Woods, Service Delivery
Lead Specialist: Simon Fox, Lead Specialist - Planning
Contact Details: simon.fox@southsomerset.gov.uk or 01935 462509

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.

Report Detail

Appeals Received

16/02939/FUL – Manor Farm, Donyatt (Officer decision)
Demolish redundant agricultural buildings, extension, alteration and conversion of existing barns to provide 4 No. dwellings and the erection of 2 No. new detached dwellings to include the provision of 2 No. intermediate affordable units.

Appeals Dismissed

None

Appeals Allowed

None

Background Papers

None

Agenda Item 13

Exclusion of Press and Public

The Committee is asked to agree that the following item (agenda item 14) be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under paragraph 3:

“Information relating to the 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 14

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

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