

South Somerset District Council

Notice of Meeting



Area West Committee

Making a difference where it counts

Wednesday 16th May 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 8th May 2018.

Alex Parmley, *Chief Executive Officer*

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



INVESTORS IN PEOPLE

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

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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.

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

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Area West Committee

Wednesday 16 May 2018

Agenda

Preliminary Items

- 1. To approve as a correct record the Minutes of the Previous Meeting held on 18th April 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 20th June 2018 at The Guildhall, Chard.

- 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. County Highway Report to Area West Committee** (Pages 6 - 8)
- 8. Report for Area West Committee on the Performance of the Streetscene Service**
(Pages 9 - 13)
- 9. Area West Committee - Forward Plan** (Pages 14 - 15)
- 10. Planning Appeals** (Page 16)

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

County Highway Report to Area West Committee

Lead Officer: *Mike Fear, Assistant Highway Service Manager, Somerset County Council*

Contact Details: *Tel: 0845 345 9155*

Purpose of the Report

Being the first report for the 2018/19 financial year, I aim to give a brief report of the highway works carried out last financial year in Area West and our proposed works programme for 2018/2019.

Recommendation

That members note the report.

Report

Schemes completed in 2017/18 (Area West)

Chard	Furnham Road	Surfacing
West Crewkerne	Higher Farm Lane, Dunsham Lane	Surfacing
Broadway	St Peters Close	Footways
Crewkerne	Southmead Crescent	Footways
Tatworth	Station Road	Drainage
Chaffcombe	Kingstone Well Lane	Drainage
Cudworth	Cudworth Street	Drainage

Surface Dressing proposed for 2018/19

Surface Dressing is the practice of applying a bitumen tack coat to the existing road surface and then rolling in stone chippings. Whilst this practice is not the most PR friendly, it is highly effective in preserving the integrity of the road surface. This year we are Surface Dressing 16 sites across South Somerset which are A and B roads, and 23 sites that are C and D roads. The Surface Dressing within South Somerset is due to start during June.

Schemes proposed for 2018/2019

This year's structural maintenance budget is slightly lower than last year. The below table identifies significant schemes planned to be implemented in South Somerset and schemes proposed in Area West are highlighted;

Wincanton	A371 Holbrook Roundabout	Surfacing
Wincanton	A371 Anchor Hill Roundabout	Surfacing
Crewkerne	A30 East Street/Mount Pleasant	Surfacing
Crewkerne	A30 Chard Road	Surfacing
Martock	B3165 Coat Road to Stapleton Cross	Surfacing
Buckland St Mary	Farm Lane	Surfacing
Ash	Main Street	Surfacing
Alford	B3153 Cary Road	Surfacing
Mudford	Manor Farm Road	Surfacing
Wincanton	Common Road	Surfacing
Yeovil	St Michaels Avenue (A30-St Michaels	Surfacing

	Rd)	
Yeovil	Lyde Road (Vale Rd-St Johns Rd)	Surfacing
Stocklinch	Stocklinch Road	Surfacing
Merriott	Broadway/Merriott Rd	Surfacing
Yeovil	Sparrow Rd (Roping Rd- Mudford Rd)	Surfacing
Chard	Glynswood	Footways
Chard	Henson Park	Footways
Chard	Pine Avenue	Footways
Chard	Coronation Street	Footways
Chard	Harvey Road	Footways
Chard	Thorndun Park Drive	Footways
Chard	Furzehill	Footways
Yeovil Without	St Michaels Avenue	Footways
Wincanton	Carrington way	Footways
Babcary	Babcary Lane	Footways
Chiselborough	Taylor's Orchard	Footways
Yeovil	Cedar Grove	Footways
Yeovil	Swallowcliffe Gardens	Footways
South Petherton	Old Vicarage Gardens	Footways
Yeovil	Burroughs Avenue	Footways
Ash	Main Street (Village)	Drainage
Ilton	B3168 Mill Lane/ Old Way gate	Drainage
Barrington	Main Street/ Bakers Lane	Drainage
Milborne Port	East Street	Drainage
Yeovilton	Podimore lane	Drainage
Charlton Horethorne	B3145 Charn Hill	Drainage
Sutton Montis	Allotment Road	Drainage
Bruton	Dropping lane	Drainage
Cudworth	Cudworth Street (Phase 2)	Drainage
Odcombe	Ham Hill road	Drainage
Chaffcombe	Main Street	Drainage
East Coker	Primrose Hill	Drainage
Bruton	Strutters Hill (Trees)	Earthworks

Grass Cutting

Grass cutting is a difficult task to carry out to the satisfaction of all. The highway network exceeds 3500km in length; therefore the size of the task is significant. Verge cutting of main A and B roads are likely to start on 7th May subject to growth rate. This will be followed by the C and D roads as table below and then a further cut of A and B roads.

Road Classification	Dates
A and B roads (including visibility splays)	30 th April or 7 th May dependant on rate of growth
C and unclassified roads	Start is usually 4 weeks later than A and B roads
A and B roads (including visibility splays)	Mid to late August dependant on rate of

	growth
Environmentally protected sites	Usually at the end of the growing season

Winter Maintenance

This winter we have carried out a precautionary gritting on 82 occasions and in the process have used 10,343 tons of salt. In February and March alone we used 4,655 tons during the cold/snowy period. This year we have gradually been replacing our fleet of gritters across Somerset, with the last batch being introduced during the summer at our Yeovil depot.

Agenda Item 8

Report for Area West Committee on the Performance of the Environmental Services Team

Portfolio Holder: Jo Roundell Greene - Environment Portfolio
Director: Clare Pestell - Commercial Services and Income Generation
Lead Officer: Chris Cooper – Environmental Services Manager
Contact Details: chris.cooper@southsomerset.gov.uk or (01935) 462840

Purpose of the Report

To update and inform the Area West Committee on the performance of the Environmental Services team in the Area for the period May 2017 – April 2018.

Recommendation

Members are invited to comment on the report.

Report

The major focus of the service so far for this period, are listed below.

- Routine annual work schedule for cleansing and grounds maintenance
- Service transformation
- Christmas tree shredding
- Annual budget

Operational Works

As always the main focus of the service has been to deliver the annual work schedules, as if these are delivered according to the plan, a successful service outcome is inevitable, resulting in low levels of complaints and good numbers of compliments, and once again we are pleased to inform members that this was delivered to plan.

We are now focussing on the 'spring rush' of work which is now the main focus of the teams. This has proven to be difficult this year due to weather conditions where a wet start followed by high temperatures resulted in the teams having to delay some operations – such as mowing and weed spraying – to focus on completing key aspects of the service such as rural road litter picking and the cleaning of the A303, however we have a plan and are working hard to deliver it in a condensed timescale.

We have completed the litter picking on our main roads and in Area West we have cleaned the following roads and collected the following amounts of litter (this does not include areas where we will require traffic control to access waste left on hazardous parts of these highways, however we will be returning to address these areas)

Date	Road	Location	Amount of bags collected
14 th February	A358	Southfields to Donyatt	7
19 th February	A30	Cricket St Thomas to Grove Pitts	30
20 th February	A30	Grove Pitts to Chard	15
13 th March	Kingstone Hill	Dinnington to Ilminster	26
5 th April	B3169	Crewkerne to Clapton	26
16 th April	A30	Chard to Devon	31
16 th April	A30	Yeovil to East Chinnock	3
		TOTAL	112

We have also just finished cleaning the verges of the A303. On analysis of the material collected we find that we are on average collecting 10 black bin bags of litter each mile of verge, with 40% of the waste being plastics; 30% paper; 10% cans; 15% miscellaneous debris and car parts 5% (based on volume of waste).

Recently we have been investigating how to safely clean the central reservation areas of this road and have been looking into the cost implications of the traffic management system needed to fulfil this work. Our enquiries have resulted in two very different approaches being suggested by specialist companies, along with considerable variances in the associated costs. This caused some concern among the team and subsequently we have met with the Highways Agency regarding the cleansing of this section of the road. We are working with them to identify a work method that we can follow with confidence and could become 'standard practice' for other authorities carrying out similar duties. We expect to hear from the agency with their suggestions very soon.

As part of our processes to continually improve the services we have reviewed what service demands the team has focussed on over the last few years, and our focus has been on the following:

- Providing additional waste bins by increasing our capacity to accommodate these requests
- Improving road sweeping on our major roads across the district by introducing a night shift sweeping round
- Highway weed control following changes to the County Highways maintenance schedules.

We believe that we have been successful in improving these areas of service and the performance in these aspects of our work is sustainable. The next area of focus that we are looking to improve is the litter cleaning of all of the small rural roads across the district and we are hoping to coordinate our efforts with voluntary groups to clear litter from the public rights of way.

The works will be managed through a series of 'zones' and members will be updated on progress in their areas.

In the last report we informed members that the service had reduced its staff sickness levels from 14 days per employee to 9.4 days and we were aiming to reduce this further to a target of 8 days per person. I am delighted to update you on this as we have recorded figures of 6 days per employee, most of which have been due to long term sickness absences.

In addition to these improvements, the analysis of compliments, complaints and enquiries across all of the service that made Streetscene showed that we received 1517 enquiries / requests for work, 70 complaints and 76 compliments, we are pleased with these figures as we believe that they show that the performance and behaviour of the teams is very good.

This year we once again offered our 'Christmas Tree Shredding Service' which proved to be a great success with trees being recycled from 47 towns and parishes across the district. In Area West we recycled trees at Broadway, Buckland St Mary, Chaffcombe, Chard, Combe St Nicholas, Crewkerne, Donyatt, East Chinnock, Ilminster, Merriott, Misterton and Winsham.

As a result of this, the tree chippings were re-used and a notable lack of 'dumped' Christmas trees in lay byes and hedges was seen. We received very little in the way of unwelcome items being left with the trees, nor did we experience much fly tipping in the areas designated for recycling, which was very welcome.

We have also carried out remedial works to the entrance track and car park area of Snowdon Park ensuring it is more accessible for all users.

As always, we continue to focus on managing the number of flytips found in the district, the chart below shows the numbers of fly tips collected from Area West since the last report.

AREA WEST	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	TOTALS
Ashill				2	1	2	2	3				1	11
Broadway			1			1				1			3
B'land St Mary							1	2					3
Chaffcombe				2	1		2	1	2			1	9
Chard	2	1	2	3	2	3	3		1	3	1	5	26
Chillington			1					2					3
Chiselborough		1	2		1		1						5
Combe St Nic			1					1	1	1	3		7
Crewkerne	3	2	3	3	4	4	2		4	1	3	1	30
Cricket St T'mas			1		2	1	1		3	1			9
Cudworth													0
Dinnington			2		1		2		1		1		7
Donyatt				1		1				1	1		4
Dowlish Wake			1		1	1		1			1		5
East Chinnock	2			1	1							1	5
Haselbury P'nett													0
Hinton St George	1		1	1			2		3	2	3		13
Horton				1				1					2
Ilminster	1	1	3		2	1	3	4	1	1	5		22
Kingstone		1						2			1		4
Knowle St Giles			1										1
Merriott	2		1			1	1		1	1			7
Misterton			1					1					2
North Perrott				1				1	1				3
Over Stratton													0
Tatworth/Forton	2				3	1	1			1			8
Wambrook	3		1	1	1		2			1			9
Wayford											2		2
West Chinnock	2					1							3
West Crewkerne	1	2											3
Whitelackington		1											1
Whitestaunton													0
Winsham							1						1
TOTAL	19	9	22	16	20	17	24	19	18	14	21	9	208

As always, we continue to focus on managing the number of flytips found in the district, the chart below shows the numbers of fly tips collected from Area West over the last year. The figures indicate a considerable reduction in occurrences when compared to the same period last year when we cleared 264 flytips across the area.

Across the district as a whole we have found a similar pattern with 940 flytips reported this financial year compared to 1108 during the previous year.

We are continuing to monitor this situation and follow our approach of clearing away the items promptly so we do not allow the fly tips that have been made, to attract more items.

As part of the Council's Transformation programme, Streetscene has been rebranded as Environmental Services and now contains the Waste & Recycling Service and management of the Yeovil Crematorium and Cemetery, should members wish for updates on these aspects of the service in the future, I will be best placed to provide this information.

In line with these changes, we are working with Somerset Waste Partnership to review the types of material and volumes of potentially recyclable waste that is being deposited in town centre bins. The results of this study will inform us of the potential for further recycling options.

Our findings to date show that approximately half of the waste collected is potentially recyclable, with the main items being plastic, drinks cups, tin cans, cardboard and glass. With this initial data collected, we are now in a position to investigate the various collection options and associated cost implications. We are also leading on a management approach to minimise the use of single use plastics across the district council and updates on progress in this area of the service will be made if requested.

As noted in previous reports, the service is developing an MOT station at the depot and progress continues to be made towards this as the essential electrical and concreting works are now finished, the technical equipment will be fitted during May (once the concrete has hardened sufficiently) In addition to this, staff have been trained and we are on schedule to be functional by the summer.

The service is also reviewing its existing IT systems and work flows to enable better use of digitalisation and a reduction in our current paperwork processes whilst seeking to improve our existing IT systems to more modern programs which will enable us to work more effectively and efficiently.

Finally, the team has recently carried out the recruitment of our agency staff provider and we are happy that we have secured a reliable, ethical and cost effective solution to our seasonal staffing needs.

What's coming next?

- Summer delivery of the annual work programmes
- Continued development of the workshop as an MOT station

Financial Implications

All of the matters highlighted in the report have been achieved within service budgets.

Implications for Corporate Priorities

- Continue to deliver schemes with local communities that enhance the appearance of their local areas
- Continue to support communities to minimise floodwater risks.
- Maintain street cleaning high performance across the district.

Background Papers

Progress report to Area Committees on the Performance of the Streetscene service

Agenda Item 9

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

Meeting Date	Agenda Item	Background / Purpose	Lead Officer(s) SSDC unless stated otherwise
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 & Area+ Proposals</i>	<i>To consider Area West priorities/brief update on Area+</i>	<i>Tim Cook, Locality Team Manager</i>
20 th June 2018	<i>Grant Applications</i> <ul style="list-style-type: none"> • <i>Speedwell Hall, Crewkerne</i> • <i>Avishayes Football Club</i> 	<i>To consider applications for funding.</i>	<i>Alison Baker, Area Development Officer</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)
18 th July 2018	<i>There are currently no reports scheduled.</i>		
15 th August 2018	<i>There are currently no reports scheduled.</i>		
19 th September 2018	<i>Chard Regeneration Scheme</i>	<i>Update report</i>	<i>David Julian, Economic Development Manager</i>

Meeting Date	Agenda Item	Background / Purpose	Lead Officer(s) SSDC unless stated otherwise
19 th September 2018	<i>Impact of closure of Ilminster Community Officer</i>	<i>At the November 2017 meeting a decision was taken to provide face to face services in an alternative way to best suit customer demand including the withdrawal from Ilminster Community Office with effect from 1 February 2018.</i>	<i>Debbie Haines, Deputy Community Office Support Manager</i>

Agenda Item 10

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

16/04907/FUL - Land OS 7562 Part Stonage Lane Haselbury Plucknett Crewkerne Somerset (Officer Decision)
Siting of 1 No. mobile home for equestion worker (temporary dwelling) (part retrospective).

Background Papers

None
