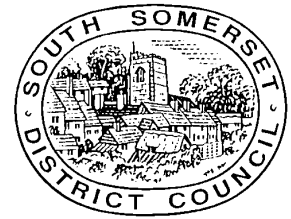


South Somerset District Council

Notice of Meeting



Area North Committee

Making a difference where it counts

Wednesday 23 February 2011

2pm

**The Village Hall
Chilthorne Domer
BA22 8RD**

(location plan overleaf - disabled access is available at this meeting venue)



The public and press are welcome to attend.

Please note: There are no planning applications to be considered this month.

If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, Becky Sanders on Yeovil (01935) 462462.

email: becky.sanders@southsomerset.gov.uk

website: www.southsomerset.gov.uk/agendas

This Agenda was issued on Tuesday 15 February 2011.

Ian Clarke, Assistant Director (Legal & Corporate Services)



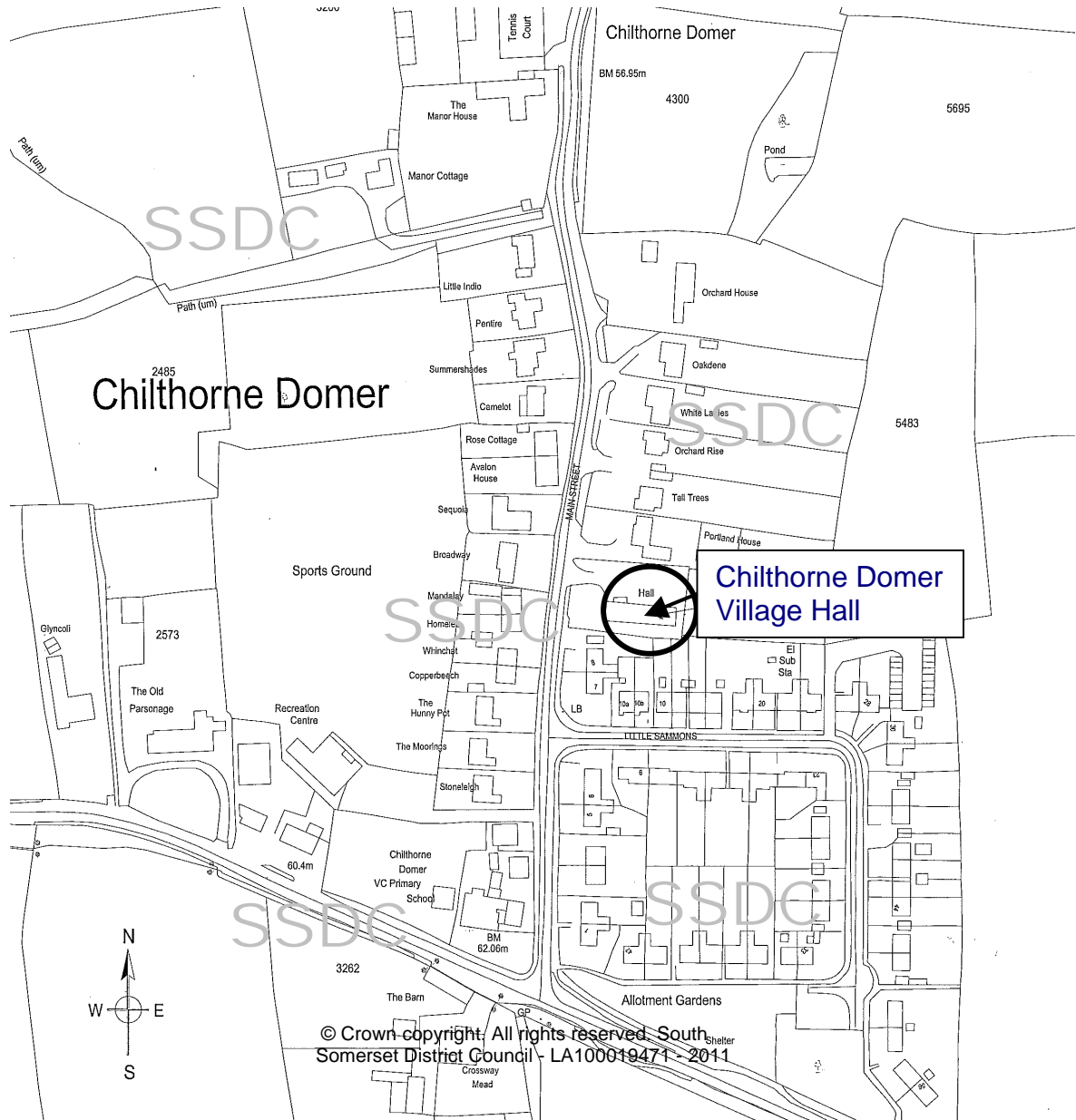
2007-2008
Neighbourhood and
Community Champions:
The Role of Elected Members
2006-2007
Improving Rural Services
Empowering Communities
2005-2006
Getting Closer to Communities

**This information is also available on our website
www.southsomerset.gov.uk**



INVESTOR IN PEOPLE

Location of meeting venue



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Area North Membership

Jill Beale

Ann Campbell (Vice Chairman)

Tony Canvin

Rupert Cox

Roy Mills

Derek Nelson

Patrick Palmer (Chairman)

Paull Robathan

Keith Ronaldson

Jo Roundell Greene

Sylvia Seal

Sue Steele

Derek Yeomans

Somerset County Council Representatives

Somerset County Councillors (who are not already elected district councillors for the area) are invited to attend area committee meetings and participate in the debate on any item on the agenda. **However, it must be noted that they are not members of the committee and cannot vote in relation to any item on the agenda.** The following County Councillors are invited to attend the meeting: Councillors John Bailey, Sam Crabb and Anne Larpent.

South Somerset District Council – Corporate Aims

Our key aims are: (all equal)

- To increase economic vitality and prosperity
- To enhance the environment, address and adapt to climate change
- To improve the housing, health and well-being of our citizens
- To ensure safe, sustainable and cohesive communities
- To deliver well managed cost effective services valued by our customers

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

Consideration of the planning applications will commence no earlier than 4.00pm, following a break for refreshments, in the order shown on the planning applications schedule. 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 representative from the Area Highways Office will be available from 1.30pm at the hall to answer questions and take comments from members of the Committee. Alternatively, they can be contacted through Somerset Highways direct control centre on 0845 345 9155.

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 three minutes on agenda items; and
- see agenda reports

Meetings of the Area North Committee are held monthly at 2pm on the fourth Wednesday of the month in village halls throughout Area North.

Agendas and minutes of area committees are published on the council’s website [www.southsomerset.gov.uk /agendas](http://www.southsomerset.gov.uk/agendas)

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 about planning applications will be dealt with at the time those applications are considered, 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 three 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 personal and prejudicial interest

Under the new Code of Conduct, a councillor will be afforded the same right as a member of the public, 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 North Committee

Wednesday 23 February 2011

Agenda

Preliminary Items

1. **To approve as a correct record the minutes of the meeting held on 26 January 2011.**
2. **Apologies for absence**
3. **Declarations of interest**

In accordance with the Council's Code of Conduct, which includes all the provisions of the statutory Model Code of Conduct, members are asked to declare any personal interests (and whether or not such an interest is "prejudicial") in any matter on the agenda for this meeting. A personal interest is defined in paragraph 8 of the Code and a prejudicial interest is defined in paragraph 10. 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 the code of conduct.

Planning applications referred to the Regulation Committee

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

Cllr Keith Ronaldson
Cllr Patrick Palmer
Cllr Sylvia Seal

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. **Date of next meeting**

Councillors are requested to note that the next Area North Committee meeting will be held on **Wednesday 23 March 2011 at the Edgar Hall, Somerton.**

5. Public question time
6. Chairman's announcements
7. Reports from members

Page Number

Items for Discussion

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12. Area North Committee - Forward Plan 34
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<p>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</p>

Area North Committee – 23 February 2011

8. Langport and Somerton Links Community Transport (Executive Decision)

Portfolio Holder: Cllr Patrick Palmer, Area North
Strategic Director: Rina Singh, Place and Performance
Assistant Director: Helen Rutter, Communities
Service Manager: Charlotte Jones, Area Development Manager (North)
Lead Officer: Teresa Oulds, Community Regeneration Officer (North)
Contact Details: teresa.oulds@southsomerset.gov.uk or (01935) 462254

Purpose of the Report

The purpose of this report is for councillors to consider a financial contribution to the South Somerset Links Community Transport Service (Links), as the third year of the three year Service Level Agreement (SLA) with South Somerset Voluntary and Community Action (SSVCA).

Public Interest

South Somerset Links Community Transport Service (Links) exists to provide transport to people who are unable to access mainstream transport services or do not have an appropriate mainstream service in their town or village. The project operates from the Langport Information Centre, Bow Street, Langport and serves the residents of Langport, Huish Episcopi, Somerton and many of the neighbouring villages in Area North (including Aller, Curry Mallett, Curry Rivel, Drayton, Fivehead, Hambridge, High Ham, Isle Abbots, Kingsbury Episcopi, Long Load and Long Sutton).

At the Area North Committee meeting in July 2008, councillors approved the award of £5000 per year for three years (2008-2011) to the SSVCA for the Links Community Transport service.

Recommendation

Approve the award of £5000 to SSVCA for the Langport & Somerton Links Service as the third payment of the three year Service Level Agreement, allocated from the Area North Community Grants budget 2010-11 and subject to the South Somerset District Council standard conditions for Community Grants (Appendix A) and the fulfilment of the performance plan (see Appendix B), as agreed in principle in July 2008.

Application Details

Name of applicant	South Somerset Voluntary & Community Action
Project	Langport & Somerton Links Service
Project description	The service aims to provide transport to the people of Somerton, Langport and the surrounding villages who are currently unable to access public transport due to isolation, unemployment, disability or age. This includes providing access to transport where mainstream public transport services do not exist. The application is for continued financial support for the third year of a three year Service Level Agreement originally agreed in December 2008 towards the cost of the purchase of new software and revenue assistance.
Total project cost over three years	£88,775 (this included the purchase of new software in the first year)
Amount requested from SSDC for year 3 (2010/11)	£5000
Total amount of SLA over three years	£15,000 (16.9% of total project cost)
Special conditions	SLA between SSDC and SSVCA
Service Level Agreement monitored by	Teresa Oulds, Community Regeneration Officer (North)

The service:

Links has three main service users: individuals, groups and Somerset County Council Community Directorate, who are served by four cars that have been adapted for wheelchair use. The service currently employs 11 part time paid workers and has six volunteers who use their own vehicles.

The number of passengers and live mileage covered has increased over the years:

Year	Mileage	Passengers
2006/07	48607	7079
2007/08	55658	8050
2008/09	57047	8274
2009/10	52939	8444
20010/11*	46680	6841

*These figures only go up to December 2010 and projected number of passengers by 31 March 2011 is 9120.

Since 1 April 2010, the service has carried passengers from 15 parishes within Area North, with the largest number of journeys being from Huish Episcopi (1659), Curry Rivel (1546), Somerton (994), Langport (441) and High Ham (449).

Evidence of financial need

The table below summarises the 2009/10 final accounts, along with the projection for 2010/11.

	2009/10 Budget	2009/10 Actual	2010/11 Budget	2010/11 Year to date + projected final quarter.
Income				
SCC grant	2,000	3,000	3,000	3,000
SDDC grant	5,000	5,000	5,000	5,000
Fares SCC	30,750	26,667	30,000	25,500
Private/cash fares	23,575	24,572	27,600	26,635
Annual fees	750	150	900	250
Donations/parish grants	4,100	5,423	4,800	5,000
Concessionary fares	9,225	10,200	10,500	11,500
Bank interest	250	1	0	0
Langport Town Council		1,000	1,500	1,500
Fuel rebate		1,495	0	2,118
Total income	75,650	77,508	83,300	80,503
Expenditure				
Wages	50,000	50,802	51,480	52,545
Mileage	2,819	749	1,020	640
Fuel	7,380	5,847	8,100	7,500
Vehicle repairs	2,000	4,612	3,900	5,000
Vehicle insurance	1,794	1,977	2,000	2,050
Phone	615	595	780	700
Stationery	205	32	240	120
Rent	2,000	1,417	2,000	2,000
Electricity	308	23	Incl in rent	Incl in rent
Office costs	1,025		1,020	1,600
Management charge	3,500	1,780	3,500	3,500
Replacement vehicle provision	4,400	4,400	5,000	5,000
Training		950	500	500
Total expenditure	76,046	76,684	79,540	81,155
Surplus/(deficit)	(396)	824	3,760	(652)

The current anticipated forecast anticipates a small deficit for the year that will be covered from previous surpluses. The budget supports a programme of replacement vehicles. The figures in the table above include the £5,000 grant from SDDC agreed under the SLA.

Evaluation

The performance plan within the SLA is attached as **Appendix B** with columns containing an evaluation of the targets for 2009/10 and new ones for 2010/11. The

targets have not changed greatly as the number of drivers and vehicles available limits the number of passengers that can be carried.

Additional information

- The number of miles covered by the vehicles has increased by 9% over four years, from 48,607 in 2006/07 to 52,939 in 2009-10.
- The number of passengers increased from 7079 to 8444, an increase of 19% over the same four years.
- A replacement vehicle has been purchased in the last year at a cost of £10,170, in accordance with the business plan. This is a Renault Master SWB with six passenger seats and space for one wheelchair (or four seats and two wheelchair spaces). This purchase both complements and increases the flexibility of the transport fleet. There remains provision for a replacement vehicle, which will need to be increased in order to replace another vehicle as necessary, in accordance with the vehicle replacement programme incorporated in the SLA.
- Over the past year the Somerset Rural Youth Project has for the first time used the service.
- The Royal British Legion used the service for the Remembrance Sunday Parade in Somerton.
- A new driver joined the service during the last year.
- Local Parish Councils were approached for funding with grants being received towards the 2010-11 budget year from: Long Sutton, Compton Dundon, Long Load, Pitney, Curry Mallet, Langport, Huish Episcopi and Fivehead.
- The project was nominated for an award from the NatWest Community Fund and received a grant of £1000.
- A donation of £1000 was received from Take Note, a local music group.
- All social services journeys undertaken by Links are commissioned through an open tendering process.
- The Community Transport Management Software that was purchased with part of the initial £5,000 continues to be very successful and the same package has now been bought for other community based transport services operated by SSVCA.
- The minimum fare was increased on 1 April 2010 from £4 to £4.80.
- The majority of private passengers use a South Somerset travel pass, which reduces their costs considerably: a concessionary fare is 50% of the full price, capped at £6.
- Dead miles (ie those that generated no income) in 2009/10 amounted to 939, accounting for 2% of the total mileage. This is about average for this kind of project.
- The office in Langport operates from 8.30am until 1.30pm each weekday. Telephone hours are from 9.30am to 12.30pm, but phone messages can be left at all other times. There is a high satisfaction level amongst passengers, with no complaints received in the last year.

The future

The impact of budget cuts at Somerset County Council, both within the transport sector and social services is not yet known but at the time of writing it seems reasonable to assume there will be an impact on Links. However, as a voluntary sector organisation, SSVCA is well placed to look for alternative sources of funding and will continue to work to ensure the viability of the service.

Summary and Recommendation

Links is much in demand and greatly valued by all its users. If the award were not made, access to services would deteriorate for the disabled and elderly residents in the area, particularly for those who use a wheelchair.

The Links service has generally met its targets for 2009/10, as laid out in the SLA. The accounts show that there is financial need for the £5000 from SSDC and it is recommended that this be awarded. The award of the final part of the SLA will ensure the project's continuation for the next year, giving time for other funding sources to be found and the impact of cuts to be assessed.

It is recognised that further innovation may be needed to retain or develop this service to local residents.

Financial Implications

The Community Grants budget for 2010/11 is £42,324, after commitments made during the year, and if this grant of £5000 is awarded, the balance for the current financial year will be £16,422.44.

Corporate Priority Implications

3.11: Increased choice and quality of life for older and vulnerable people by increasing the percentage of residents who feel that older people in their local area receive the services and support they need to continue to live independently at home.

3.29 Increase access to services and facilities by public transport, walking and cycling.

4.26 SST partners to deliver two services through or in partnership with the voluntary and community sector by 2010.

Area North Priority Implications

One Area North priority is to increase access to services to improve quality of life, through local and outreach services, transport and ICT.

Carbon Emissions & Adapting to Climate Change Implications (N188)

Use of a single vehicle to transport several people is more carbon efficient than the probable alternative, use of several cars. Continued use of this service would therefore result in lower carbon emissions than if the service did not exist.

Equality and Diversity Implications

The service is primarily aimed at older people, people with disabilities, people on a low income and people living in remote rural areas who have limited means to access alternative transport services.

Background papers

Area North Community Grants Report, 25 April 2007
 Area North Somerton & Links Service Report, 26 September 2007
 Area North Community Grants Report, 23 July 2008
 Joint Area North Committee Community Grants Outturn Report 2008/09 (Item for information), 27 May 2009
 Joint Area North Committee Langport & Somerton Links Community Transport Report, 26 August 2009

Appendix A

Standard Conditions

1.	The funding has been awarded based on the information provided on the application form for your application number AN/08/18 for 16.9% of the total cost.
2.	The attached signed "Advice of Acceptance of Funding Offer" to be returned before payment is made to SSDC (North), Petters House, Petters Way, Yeovil, Somerset, BA20 1AS.
3.	Confirmation that all other funding sources are secured.
4.	The applicant demonstrates an appropriate Parish Council contribution.
5.	SSDC is acknowledged on any publicity and on any permanent acknowledgement of assistance towards the project.
6.	The applicant will work, in conjunction with SSDC Officers, to monitor the success of the scheme and the benefits to the community, resulting from SSDC's contribution to the project. A project update will be provided on request.
7.	Should the scheme be delayed or unable to commence within twelve months from the date of this committee, SSDC must be notified in writing.
8.	Should the final cost be less than the estimate considered by the Committee, the funding will be proportionately reduced. However, if the cost exceeds that estimate, no further funding will normally be available.
9.	SSDC must be notified of, and approve, any proposed changes to the project.
10.	The applicant will share good practice with other organisations if successful in securing external funding.

Appendix B

Performance Plan & Evaluation

Organisation: Langport & Somerton Links Service

Service Level Agreement dates: 2008-2011

SLA indicators/targets	Targets 2009/10	Evaluation	Targets 2010/11
To increase uptake of the service.	Annual overall increase of 1.25%.	2% increased usage during 2009/10.	Continue to increase usage by at least 1.25%.
To provide access to shops and services (excluding healthcare).	As part of annual overall increase of 1.25%.	Increased usage as above. Approximately two-thirds of bookings are personal or from groups providing access to clubs, adult education courses or day care.	As above.
To ensure the health and well-being of users by providing access to primary and secondary healthcare appointments where no alternative or appropriate service is provided.	As part of annual overall increase of 1.25%.	As previous comments in relation to day care.	As above.
To balance service delivery of Social Services contracts vs independent users.	40% vs 60%	Approximately 30% vs 70%. The social services contractor is very supportive of the service, seeing it as vital and the only option available in the area.	As 2009/10.
Ensure service meets demands of clientele.	Maintain satisfaction rate at at least 80%. Cancellations to be kept below 5%. Complaints to be acknowledged within two days and resolved where possible within 10.	There were no complaints lodged in 2009/10. These were higher than 5% but reasons understood and did not result in refusals at the time of collection.	Maintain satisfaction rate at least 80%. Continue to monitor reasons for cancellations. As 2009/10 target.

SLA indicators/targets	Targets 2009/10	Evaluation	Targets 2010/11
To enhance the quality of life of users.	Encourage more to respond to survey and to continue to show satisfaction.	Too few completed surveys to offer a true picture.	Encourage new passengers in particular to respond to survey.
To ensure the future economic viability of the service.	<p>Maintain 3 months' reserve.</p> <p>Replacement vehicle to be bought during the year. Maintain reserve for future vehicle purchases.</p> <p>Produce and monitor robust business plan (steering group).</p>	<p>Three months' reserve is held.</p> <p>Purchased a replacement vehicle in 2010.</p> <p>Quarterly reports sent to steering group members by email. New business plan before SSVCA Board in February 2011.</p>	<p>Maintain three months' reserve.</p> <p>Maintain reserve for future vehicle purchases.</p>

Area North Committee – 23 February 2011

9. Reduction of Opening Hours in the Somerton Community Office (Executive Decision)

Portfolio Holder: Cllr Patrick Palmer, Area North
Strategic Director: Rina Singh, Place and performance
Assistant Director: Helen Rutter, Communities
Service Manager: Charlotte Jones, Area Development (North)
Lead Officer: Madelaine King-Oakley, Area Support Team Leader (North)
Contact Details: madelaine.king-oakley@southsomerset.gov.uk or (01935) 462174

Purpose of the Report

For councillors to consider a recommendation to reduce provision of the SSDC community office service based at Somerton Parish Rooms, from five to three mornings a week.

Public Interest

SSDC maintains a network of local community offices across South Somerset, open to the public for general enquiries and access to a range of services including housing, council tax payments and benefits.

This report recommends a reduction in the weekly opening hours at the Somerton Community Office, due to changes in the way residents access services. This will help SSDC maintain essential services that matter to local people, but with less cost to the taxpayer in the longer term.

Recommendation

Endorse the proposed change in staffing hours at the Somerton Community Office from five to three mornings per week by 1st April 2011, and by agreement with the Lady Smith Memorial Institute.

Background

During 2009 a review was completed of the SSDC Community Offices, which recommended the retention of the service, but to concentrate the hours of opening to meet local footfall and types of use.

When cash was accepted in the Somerton office in the Parish rooms there were two full-time staff and the leased Community Office opened every day, five days a week. When cash receipting ended in Somerton there was a reduction to one member of staff, opening the Community Office for 5 mornings a week.

As part of the increased emphasis on services available by telephone and on-line, there is reduced demand for the community office service, increased financial constraints has

also limited the affordability of wholly maintained community offices. However for many residents, local access to SSDC services remains important and well-used.

Report

SSDC currently opens the Somerton Community Office to the public for 15 hours per week (daily from 9 am to 12 noon) in the Parish Rooms. The Lady Smith Memorial Trust has taken on the overall management of the office and SSDC now holds an occupational licence for the Community Office desk. This has reduced the cost of providing this service to SSDC, and provided an opportunity for the community to make more use of the Parish Rooms.

The service is staffed by Area Support Assistants who are part of the Area North Development Service.

The number of customers over the last four years is shown in Figure 1. Some examples of the services provided are: benefits, giving out bus passes, licensing, council tax, environmental health, housing & homelessness, planning, waste & recycling, tourism, heritage & countryside, horticulture & streetscene, taking queries for the town council, issues with County Council.

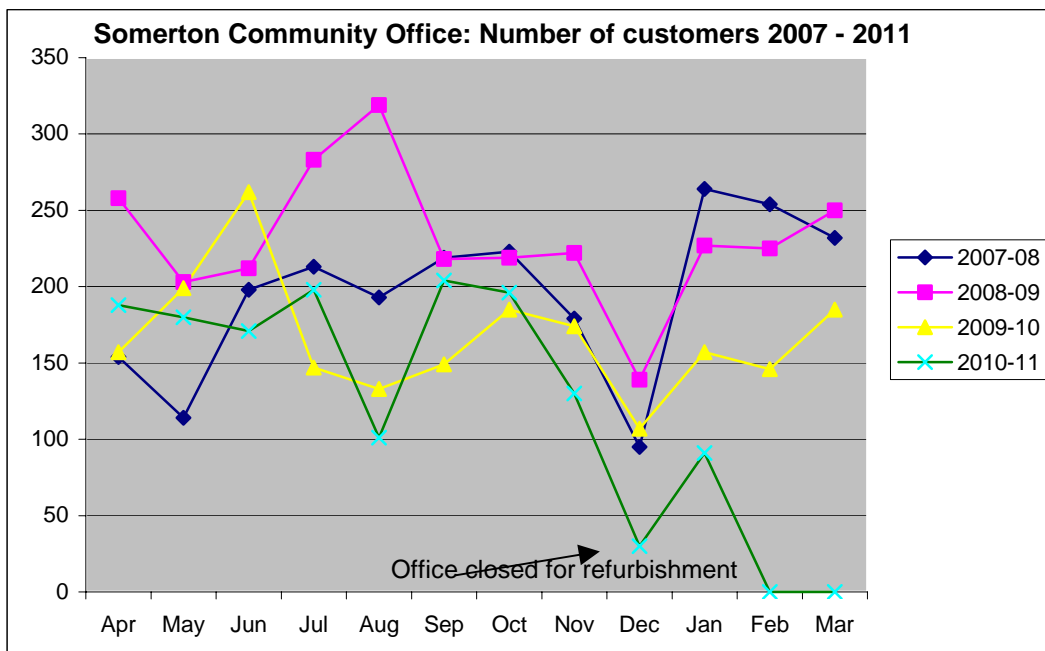


Figure 1

Enquiries to the Community Offices are monitored by the Area Development Service in terms of core and non-core services. Core services are council tax and housing benefits, housing options & homelessness, council tax payments, and waste & recycling. The first two listed are services that are generally provided by a face-to-face service (at all SSDC public offices), for example when documents are required as evidence for benefit or housing claims or changes of personal circumstances. The number of customers who requested the core services since April 2010 until January 2011 is shown in Figure 2, compared to the total number of customer for each day of the week.

Somerton Community office: number of customers Apr 2010 - Jan 2011

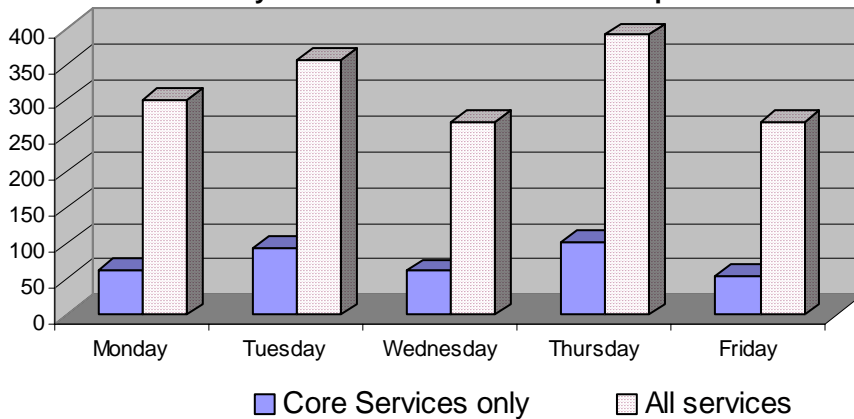


Figure 2

Somerton footfall figures 2010: total by day of week

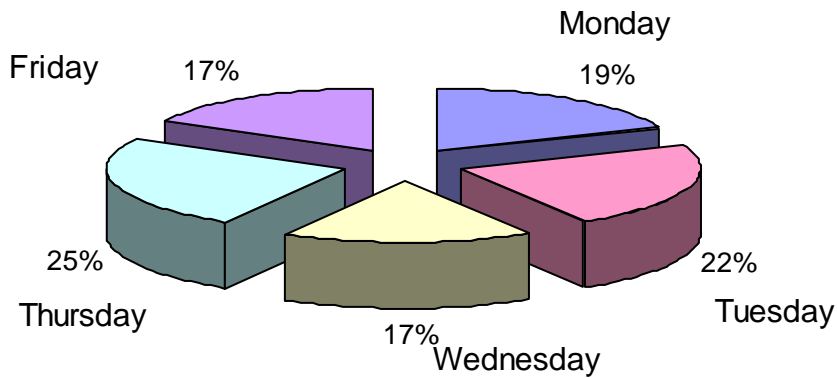


Figure 3

Conclusion

Based on overall customer demand, including days of week most used as shown in Figure 3, the recommendation is to close on Wednesday and Friday each week. Staff and ward members, and the Lady Smith Hall Institute have been consulted on this, and all have indicated their understanding for the proposal. Informal consultation has taken place, particularly with regular customers, and it is felt that any concerns can be managed within the new arrangements.

As part of the equalities impact assessment of this proposal, the recommendation is to avoid closing on two consecutive days, so that any delay to access to services is reduced to the minimum.

During time when there is no customer, the Area Support Assistant will continue to carry out support work for the Area Development team, for example arranging events, helping with local surveys, or administering community grants. At peak times for the SSDC Customer Contact centre, the service assists with taking calls, and from time to time provides emergency cover at other community offices in the district.

The actual contracted hours for staff (currently 80 per week) will not change until a better overview is available for Area North, including use of the Langport community office. There is a current review of how Area Support Assistants could provide a greater level of help with welfare benefits update and advice. Staff will be able to provide a more flexible service to the customers who need it most through pre-booked appointments or attending events.

The Area Development Service will continue to work with Somerton Town Council and the Lady Smith Hall Committee to consider local access to services and the further development of the Somerton Community Office.

Financial Implications

The annual service charge (currently £850) for use of the premises is likely to reduce. Installing a broadband link, and changes to the basis of the occupation at Somerton has reduced property costs to around half of previous costs, now around £3000 per year. The hourly staff cost to provide the Community Office Service (including employer costs) is approximately £12. The approximately annual cost of staffing for nine hours per week is £5500 – a reduction of £3600 from current costs for 15 hours.

Corporate Priority Implications

Theme 4 Ensure Safe, Sustainable And Cohesive Communities 4.16, 4.22
Theme 5 Deliver Well Managed, Cost Effective Services Valued By Our Customers 5.0

Carbon Emissions & Adapting to Climate Change Implications (NI188)

None from this report.

Equality and Diversity Implications

The main customers of community offices, are older women and carers. Core services requested include those that assist people on a low income. Reducing hours will have an impact on these groups.

The decision not to close two days consecutively was to reduce the impact on those who require face-to-face access to our services. The recommendation is to still maintain a local service for residents who require access to South Somerset District Council Services and reduce the opening hours at times when the number of customers is at the lowest. The change will be communicated to ensure that all who use are aware of alternatives and the new hours.

There is no impact in terms of loss of time to access SSDC services like benefits and housing, as sufficient time is allowed for returning benefits & housing forms, and payments can now be back dated.

Alternative methods for face to face provision will now be possible, for example visits to events or working with partners such as the CAB to provide a greater level of service to those who need it most.

Area North Committee – 23 February 2011

10. Addressing Community Priorities - Area North Development Plan 2010-11 – 3rd Quarter Update Report

Portfolio Holder: Cllr Patrick Palmer, Area North
Strategic Director: Rina Singh, Place and Performance
Assistant Director: Helen Rutter, Communities
Service Manager: Charlotte Jones, Area Development Manager (North)
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Purpose of the Report

To provide a progress report of the work undertaken by, and on behalf of the SSDC Area North Committee to address the priorities identified for the municipal year 2010-11

[Please note:

This report should be read in conjunction with the associated report from Financial Services on the budgets under the control of the Area Committee. Councillors are asked to contact the Area Development Manager or other named contacts in advance of the meeting with any requests for further information]

Public Interest

The Area Committee adopts an annual set of priorities, drawn from evidence of local need and aspiration in Area North. These priorities drive its work throughout the year to invest in or influence the use of public resources in the locality. During the year, the Area Development (North) team work with a variety of partner agencies, SSDC service teams and members of the local community to develop, progress and complete projects and programmes.

This report provides information on work supported (through influence or direct investment) by the Area Development Service and Area North Committee, completed or taking place from April 2010 to date.

Recommendation

Note and comment on the report.

Background

In a rural area such as Area North in South Somerset, economies of scale can be harder to achieve for public services. Building on existing partnerships, or promoting voluntary action can assist to make real improvements for local people.

South Somerset District Council aims to address this challenge, and build upon the local skills and knowledge found in local communities, through its nationally acclaimed arrangements for Area Working, the Council's 'enable-partner-deliver' ethos, and its mission to be 'an organisation consistently improving local quality of life for all'.

The area priorities, together with a range of powers and functions delegated to the Area Committee by SSDC form the SSDC Area Portfolio, held by the Chairman of the Area Committee. The Area Chairman is a member of the District Executive for SSDC, and also represents SSDC as a member of the Local Strategic Partnership board (South Somerset Together.)

The Area Development Service aims to **enable**:

- The delivery of community-led projects and initiatives that promote local economic, social and environmental well-being;
- Local involvement in decision making
- Local partnerships and investments between communities and public services.
- 'Face to face' public access to services through community offices / Local Information Centres.

Area North Priorities 2010-11

The Area Committee adopted the following six priorities in May 2010, and has used these throughout the year to inform decisions for allocating resources under its control, implementing local scrutiny and service performance monitoring, promoting local partnership working and supporting community engagement activities.

TOP	
1	Ensure delivery of current Area North programme and continue to develop further affordable housing .
2	Increase access to services to improve quality of life, through local and outreach services, transport and ICT.
3	Promote resilience and growth for local services and businesses .
4	Promote community safety - reduce crime, fear of crime and anti-social behaviour – where it occurs.
5	Increase local action towards carbon descent and enhance the local environment .
6	Increase and improve voluntary run community facilities and activities for all ages.

Appendix A provides further information to the current six Area North priorities and links to the SSDC corporate plan.

Appendix B includes updates on the range of work that aims to address local community priorities, and is included in the Area Development Service work programme, and / or supported by SSDC investment into services, grants, and partnerships from April 2010 to date.

Further information on the local delivery of SSDC services can be provided at a ward or parish level on request.

The presentation of this report will include some highlights of recent positive achievements and indicate issues that require further attention.

Notes and additional information

Service enhancement programmes

Members will be aware that the current SSDC budget has deleted the service enhancement budget of £40,000 as a corporate saving. The 2010-11 programme was suspended to better review the implications of various public sector cuts in South Somerset. At the time of writing it is anticipated that a request to carry forward the remaining budget will be made in order to provide investment which can support sustainability through innovation within Area North.

Previous allocations not yet fully completed are noted below:

Year	Service area	Amount allocated	Status / outcome
2008-09	Access improvements – rights of way	£15,000	A series of local priorities agreed with volunteers. Some delays due to changes between SSDC & SCC for management of rights of way. One project not yet completed.
2009-10	Access to housing services & welfare benefits	£10,000 Remaining - £8000 approx	Carried forward to 2010-11. Underspend due to taking a more corporate focus – reviewing overall service design & staffing levels for access to Welfare Benefit take-up advice & guidance. Further details available to explain how programme will be completed. Carry forward to be requested.
2009-10	South Somerset – Community Cars	£5000 Not spent	Carried forward to 2010-11. Match funding required was not achieved. Scheme will not progress. Reviewing options to address needs for future decision.

Factors affecting progress in work programmes / points to note

- Progress of the **Rural Housing Programme** appears to have virtually halted, pending national / regional / local reviews of investment. However, work between Area Development, Development Management, parish councils and ward members will continue to provide a better foundation of knowledge and understanding of ways and means to improve levels of affordable housing in local communities. An update report is expected from the Strategic Housing team.
- **Post Office Network** – “field changes”. In Area North the majority of post offices are run by self-employed sub-postmasters under contract with Post Office Limited. Field changes are when an existing Post Office service alters – perhaps through the resignation of a retiring sub-postmaster, or the closure of the host premises (eg a shop). In the recent past there have been three such occasions in Ash, Ilton, and Stoke-sub-Hamdon, each with different circumstances. We have prioritised assisting local communities to retain a Post Office service, albeit perhaps with a different

business model or service level, with success so far in Ash and Stoke-sub-Hamdon. The strong involvement of the ward councillor, MP and Parish Councils, appear critical factors – together with suitable alternative premises, at a time when the economic case for running Post Offices is diminishing. Post Offices are still regarded by communities as providing important local services – and continue to support the viability of small shops. The capacity of the regional / local structure of Post Office Limited is limited, making local action paramount if a service is to be preserved.

- A key piece of work for the Area Development Service, working closely with the Housing and Tourism services, relates to the presence and development of **Local Information Centres and Community Offices** in four largest Area North settlements. The SCC review of libraries has prompted further local discussions to consider the most viable and accessible means to for residents and visitors to access the information and ‘face to face’ support they need.
- A number of housing developments, which have **s106 contributions for community facilities** attached to them, are progressing towards their ‘trigger’ points – when developer contributions are to be paid towards facilities. Together with SSDC capital programme and other Government funding, there is substantial planned investment into local community facilities particularly in South Petherton, Ilton and Huish Episcopi / Langport. Further details are available on request from Development Management and Community Health & Leisure Services.

Financial implications

None from this report. The current financial position of the Area North budgets is included in the next report.

Corporate Priority Implications

The set of six area priorities has been fully informed by the SSDC Corporate Plan (2009-12), including priority outcomes and key targets. The Area Development team’ work programme is developed with direct reference to ‘Our Targets’ for 2010-11.

In the main the programme supported is drawn from local priorities raised by community groups, residents, local businesses and Town & Parish Councils. In consultation with ward members, a greater proportion of time may be spent on certain projects than on others, where this can also be directly linked to corporate priorities. Examples include where there may be budget savings for SSDC through reduced demand on services, local income generation or community asset transfer.

Carbon Emissions and Adapting to Climate Change Implications (NI188)

None directly from this report. There are a number of local initiatives designed to promote carbon reduction including support to ‘Transition’ volunteers. In particular where we are asked to support buildings projects, applicants are expected to assess the business case for energy efficiency and carbon reduction. Opportunities for sustainable transport and promoting local self-containment are priorities.

Equality and Diversity Implications

None directly from this report. The Area Development plan includes a number of projects and initiatives, which actively promote equalities through removing barriers to discrimination and promoting diversity.

Background Papers: *Community Priorities for SSDC Services and investment in Area North – May '10.*
Reports of surveys and consultation activity are available, in addition to published town and parish plans.

Appendix A - Area North priorities – 2010-11 – areas of investment and corporate plan links.

The column on the right refers to the SSDC Corporate Plan, a copy can be provided on request.

Area Priority	Special area(s) of focus	Key SSDC services to address this priority	SSDC Corporate plan outcome and Key Target Areas.
TOP PRIORITY 1. Ensure delivery of current Area North programme and continue to develop further affordable housing .	Delivery of small-scale schemes in villages for local people.	Spatial Policy - Strategic Housing Development Management Area Development	3.0 A district where housing options are maximised Key target areas: 3.1, 3.2, 3.4.
ALL EQUAL			
2. Increase access to services to improve quality of life, through local and outreach services, transport and ICT.	Target lower income and vulnerable households; Build capacity of local community offices and information points; Community and public transport – including walking, riding, cycling, boating	Housing & Welfare; Partnerships & Third Sector; Customer Services; ICT & Communications; Area Development	1.18 A district tackling economic disadvantage 3.11 Increased choice and quality of life for older and vulnerable people Key target areas: 1.21, 1.22, 3.12, 3.13, 3.14, 3.15, 3.17, 3.26-3.28, 5.1, 5.5,
3. Promote resilience and growth for local services and businesses .	Access to business support & networking; Local infrastructure; Rural broadband; Key village services; Sustainable tourism; Local supply / produce	Economic Development, Heritage & Tourism Development Management; Streetscene Business Rates; Engineering & Property; Area Development	1.0 A well-supported business community 1.11 A vibrant and sustainable Yeovil, Market Towns and Rural Economy Key target areas: 1.6-1.9, 1.12, 1.14, 1.15,
4. Promote community safety - reduce crime, fear of crime and anti-social behaviour - where it occurs.	Diversionary activities for young people; Local Action Groups / PACT; Partnership with Neighbourhood Policing team & Restorative Justice Programme; Community 'watches' – Speed, Farm, Pub, Neighbourhood.	Partnerships and Third Sector; Community Health & Leisure; Streetscene; Area Development	4.0 A community that feels safe Key target areas: 4.1, 4.2, 4.4, 4.5, 4.8, 4.9, 4.13
5. Increase local action towards carbon reduction and enhanced local environment .	Flood risk mitigation; Quality of natural and built environment; Local enforcement priorities; Transition Town / Village action	Streetscene (and Waste); Civil Contingencies Spatial Planning; Countryside; Development Management; Area Development	2.13 A low-carbon council adapting to climate change 2.6 An enhanced built environment Key target areas: 1.14, 2.7, 2.8, 2.9, 2.18 2.23, 2.25, 3.12
6. Increase and improve community facilities and activities for all ages	Community centres / village halls Recreation trusts and sports clubs; Community groups for sport, leisure and arts. Volunteering; Developer Obligations for facilities (s106).	Community Health and Leisure Sports Development Development Management Area Development	3.18 – Individuals and communities enjoying healthier and more active lifestyles 4.22 Sustainable local communities Key target areas: 3.20, 3.31, 3.12, 4.17, 4.19

APPENDIX B – Area Development Plan Update report (February 2011)

<p>Priority</p> <p>TOP PRIORITY - 1 Affordable Housing - Ensure delivery of current Area North affordable housing programme and continue to develop further affordable housing.</p> <p>2 Access to Services - increase access to services to improve local quality of life, through local and outreach services, transport & ICT</p> <p>3 Promote resilience and growth for local services and businesses</p> <p>4 Promote community safety - reduce crime, fear of crime and anti-social behaviour, where it occurs</p> <p>5 Increase local action towards carbon descent and enhanced local environment</p> <p>6 Increase and improve voluntary run community facilities and activities for all ages</p>

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
1	Area North	Various	Monitoring of collection and spend of s106 contributions from major developments	Neil Waddleton	Continue to establish trigger points & spend of contributions in line with approved procedures. Further details of specific sites available on request.	Ongoing	6
2	Area North	Various	Develop and assist delivery of programme of affordable housing	Colin McDonald	A national alteration to the way affordable housing is funded continues to delay progress. A more detailed update on individual schemes in Area North is available. Rural Housing Enabler posts reduced across Somerset.	Ongoing	1
3	Area North	Various	Langport & Somerton Links - Community Transport - Service Level Agreement (Year 3 of 3 year SLA)	Teresa Oulds	See report to ANC Feb 11. Final year of service level agreement. Future funding needs to be assessed.	Ongoing	2
4	Area North	Various	Levels and Moors LARC Programme Executive and bids appraisal	Charlotte Jones	Programme update available. Grants to several projects benefitting Area North / East underway / under development.	Ongoing	3

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
5	5Area North	Various	South Somerset - Community Cars - delivery of start up programme	Teresa Oulds	Community Cars programme stopped - not viable. Working with SSCVA to see if possible to recruit additional drivers to supplement existing Community Car Service	Ongoing	2
6	Area North	Various	Monitoring of anti-social behaviour and support Local Action Groups	Steve Brewer / Les Collett	Ongoing with various parishes in Area North. Local Action Groups or PACT meetings can be convened on request to consider specific local issues. Area North Community Safety Action Panel meets regularly to consider area wide issues.	Ongoing	4
7	Area North	Various	Support to Community Justice Panel (Restorative Justice Programme)	Val Keitch	Panel established and cases in progress No further meetings of steering group held. Query future funding & governance - Mendip & South Somerset wide review.	Ongoing	4
8	Area North	Various	National Trust links- develop partnership to support stronger links with community, tourism, public transport etc	Pauline Burr	Presentation by NT to ANC Dec 2010. LARC programme supported fund for new equipment for Market at Montacute. Further opportunities for joint promotion to be planned in 2011.	Ongoing	3
9	Area North	Various	SSDC Play Strategy - review Play Days Programme for 2011	Rob Parr/Stewart Talbot	<i>Update to be provided</i>	Ongoing	6
10	Area North	Various	Establishing guidelines for involvement of Academy status schools in planning gain	Teresa Oulds/David Norris	Huish Episcopi School has sought contributions from local development, using SCC methods. Development Manager to assess implications district wide.	Closed	0
11	Burrow Hill	Barrington	Improvements to Cricket Pavilion at Barrington Court (National Trust)	Les Collett	Joint meeting by NT and Cricket Club - Jan 11	Ongoing	6

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
12	Burrow Hill	Kingsbury Episcopi	Creation of community shop project	Les Collett	Awaiting contact from community as to how they wish to proceed	Ongoing	3
13	Burrow Hill	Kingsbury Episcopi	Recreation ground improvements - changing rooms & MUGA	Les Collett	Planning permission for lighting submitted - funding applications making progress	Ongoing	6
14	Curry Rivel	Curry Rivel	Improvements - Old School Room, Curry Rivel	Les Collett	Successful LARC application for funding - expecting application to SSDC	Ongoing	6
15	Curry Rivel	Curry Rivel	SSDC play area refurbishment at Stanchester Way	Adrian Moore	Expect works to be completed in 2011/12.	Ongoing	6
16	Curry Rivel	Curry Rivel	Enforcement Action - Listed building	Greg Venn	Essential work completed by owner. Monitored by Conservation team.	Ongoing	5
17	Curry Rivel	Curry Rivel	Cricket Club - improvement to equipment for grounds maintenance	Les Collett	SSDC grant awarded	Closed	6
18	Hamdon	Norton-sub-Hamdon	Affordable housing - development of local scheme	Charlotte Jones / Colin McDonald	Scheme within Yarlinton Homes' programme.	Ongoing	1
19	Hamdon	Stoke sub Hamdon	Provision of Youth facility / shelter. Support to recreation trust	Les Collett / Jay Lewin	Youth Shelter installed, at Recreation Ground. Working to support Recreation committee due to recent changes.	Ongoing	6
20	Hamdon	Stoke sub Hamdon	Protection of Post Office services	Les Collett / Charlotte Jones	New location found in Village Shop. Installations in hand. Due to re-open March.	Ongoing	3
21	Hamdon	Stoke sub Hamdon	Community Arts Project at Stoke Priory (National Trust)	Les Collett	Project closed. New work planned by group + strengthened governance	Closed	6
22	Hamdon	Stoke sub Hamdon	The Lighthouse - 'Drug Proof Your Kids project' programme	Les Collett	Course due to run Jan/Feb 11	Ongoing	3

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
23	Hamdon	Stoke sub Hamdon	Discussions re transfer of public toilets to parish council	Charlotte Jones/Garry Green	Parish Council advised of possible closure. Further discussion to consider future of land.	Ongoing	6
24	Islemoor	Ilton	Copse Lane recreation field - redevelopment with s106 and SSDC funding. Review of needs for wider community facilities - sports & recreation	Les Collett / Rob Parr / Lynda Pincombe	Copse Lane redevelopment under construction. Scheme for Recreation Ground underway. Pre-application discussions for additional land underway. Awaiting designs and quotes from suppliers	Ongoing	6
25	Islemoor	Ilton	Protection / relocation of Post Office, Post Box, & shop services	Les Collett / Charlotte Jones	Enquiry re provision of travelling shop. Alternative PO service to be proposed by POL. Local concern for loss of Post box.	Ongoing	3
26	Islemoor	Isle Abbots	SSDC Gypsy Site refurbishment & site management	Steve Joel / Tina Adams	Overall project due to be completed Jan/Feb 1. Site management liaison group meets regularly.	Ongoing	1
27	Islemoor	Isle Abbots	Support for village hall refurbishment	Les Collett	Application to Reaching Communities unsuccessful - Other funding being sought.	Ongoing	6
28	Langport & Huish	Langport & Huish Episcopi	MTIG Visitors audit - local visitor facilities / enhancements	Pauline Burr	Flower units and sun tubes installed.	Closed	3
29	Langport & Huish	Langport & Huish Episcopi	Cocklemoor - new pathways and disabled facilities-oversee project, source funding	Pauline Burr	Langport TC to arrange meeting with Environment Agency.	Ongoing	3
30	Langport & Huish	Langport & Huish Episcopi	Enforcement plan for re-use / visual enhancement of empty building	Teresa Oulds	Owner has agreed to carry out repairs by end February. Development Management monitoring progress.	Ongoing	5
31	Langport & Huish	Langport & Huish Episcopi	Bartletts Elm Roundabout.	Charlotte Jones	Completed and in use.	Closed	3

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
32	Langport & Huish	Langport & Huish Episcopi	Langport Abattoir Liaison Group meetings	Madelaine King-Oakley	Next meeting - 31/1/11. Will update terms of reference	Ongoing	5
33	Langport & Huish	Langport & Huish Episcopi	Langport Local Information Centre - service level agreement	Pauline Burr	Visitor numbers increased on 2009. Continue to support & monitor.	Ongoing	3
34	Area North	Langport & Huish Episcopi	Langport - Cartgate - Cycleway - complete feasibility	Pauline Burr	Prior work has been reviewed, with draft recommendations for further development. Licences on existing route are still to be finalised by Legal services. Meeting with local ward members and town / parish reps to be arranged by end March to discuss results of recent work.	Ongoing	3
35	Langport & Huish	Langport & Huish Episcopi	Langport River Group / Upper Parrett Waterway Access Plan	Charlotte Jones	Match funding bid to develop access and assist with creation of waterway access plan to be submitted to Levels & Moors LARC. Under review due to EA restructure - reduced support for waterways plans. Update report to be provided to the Langport River Group.	Ongoing	3
36	Langport & Huish	Langport & Huish Episcopi	Langport Visitors Centre / Westover car parking - support delivery of improvements. Source additional funding	Pauline Burr	Overflow car park area cleared and tidied. Seating in place. Delayed to assess suitability of LVC for SSDC office accommodation. Signage due to be installed.	Ongoing	3
37	Langport & Huish	Langport & Huish Episcopi	The Angel - refurbishment and community facilities	Pauline Burr	Group submitting funding applications for early phases of work.	Ongoing	3
38	Langport & Huish	Langport & Huish Episcopi	Ridgway Hall Youth Centre - support to management group + Langport Youth & Community Group	Teresa Oulds	New youth club being established in light of SCC budget reduction for youth services.	Ongoing	6

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
39	Langport & Huish	Langport & Huish Episcopi	Refurbishment of tennis courts - Multi-Use Court and governance of Memorial Field Trust.	Les Collett / Adrian Moore	Open spaces application unsuccessful other funding applied for.	Ongoing	6
40	Langport & Huish	Langport & Huish Episcopi	Review of management agreement at Huish Episcopi Sports Centre	Steve Joel	Asst Director (Well-being) and ADM met with Headteacher. Updated draft agreement to be prepared.	Ongoing	6
41	Langport & Huish	Langport & Huish Episcopi	Advisory Group - Levels Children's Centre	Teresa Oulds	Remaining in contact, but not attending meetings now Centre is well established.	Closed	2
42	Langport & Huish	Langport & Huish Episcopi	Relocation of Area North Area Support Advisor service into Langport Information Centre	Madelaine King-Oakley	Completed - status ended	Closed	2
43	Langport & Huish	Langport & Huish Episcopi	Community Governance review / refresh of local partnership work	Angela Cox	Governance review completed. SSDC did not approve.	Closed	All
44	Langport & Huish	Langport & Huish Episcopi	Great Bow Wharf - Warehouse Trust - monitoring of grant conditions & report on planning compliance	Charlotte Jones / Adrian Noon	Review of compliance with planning consents and authorised use completed by Development Management. Report to be prepared. Monitoring of grants conditions to continue.	Ongoing	3
45	Langport & Huish	Langport & Huish Episcopi	Increasing use of Langport Town Garden - Heritage project - Langport Pump	Pauline Burr	Pump in place. Somerset Art Works have submitted bid to fund improvements to the town garden as a community initiative.	Ongoing	6
46	Langport & Huish	Langport & Huish Episcopi	Langport Water Festival 2011- bring together interested parties and support development	Pauline Burr	Funding and support from the EA and SCC no longer available. There is still strong interest from the local community. Look to convene meeting of core group early 2011.	Ongoing	3
47	Martock	Ash	Protection & relocation of Post Office service	Les Collett / Charlotte Jones	Post Office being held 3 half days per week in the Recreation Hall as of 21st Dec 10	Closed	3

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
48	Martock	Ash	Affordable housing - development of local scheme	Charlotte Jones / Colin McDonald	Hastoe Housing Association appointed to develop scheme. Preferred sites identified	Ongoing	1
49	Martock	Long Load	Long Load Church future options for re-use	Les Collett / Greg Venn	Public meeting to be held due to interest from the community	Ongoing	6
50	Martock	Long Load	Affordable housing - development of local scheme	Charlotte Jones / Colin McDonald	Scheme under negotiation with landowners. National / regional funding closed at present.	Ongoing	1
51	Martock	Martock	Moorlands Car Park improvements - lighting scheme	Charlotte Jones / Andy Shaw	Lighting installed. Remainder of project to be reviewed with Engineering Service & MPC.	Ongoing	5
52	Martock	Martock	Moorlands precinct project - sculpture & seating	Charlotte Jones	Project underway.	Ongoing	5
53	Martock	Martock	Martock - Parrett Works - conservation plan	Charlotte Jones / Adron Duckworth	Conservation team to monitor current activity on site. Aim to provide assistance to owners to develop business plan as part of temporary permission for caravan storage.	Ongoing	3
54	Martock	Martock	Martock LIC - service level agreement / Community Office plus trial period for provision of Area Support Assistant service	Madelaine King-Oakley / Pauline Burr	Trial complete. Proposed to end visits beginning of February 2011 and using ASA time to do more proactive work. SLA to be developed in support of LIC.	Ongoing	2
55	Martock	Martock	Martock - support to refresh community plan	Teresa Oulds	Draft report of public consultation published.	Ongoing	All
56	Martock	Martock	Martock Youth Project - Service Level Agreement (Year 3)	Teresa Oulds	Third year grant supported by SSDC. (Jan 11). Reviewing future needs together with a wider parish group to identify joint working opportunities.	Ongoing	6
57	Martock	Martock	Martock PC by-law for the precinct	Ian Clarke	By-law made to prohibit cycling through precinct, as part of maintaining local community safety.	Closed	4

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
58	Martock	Martock	MTIG Visitors audit - local visitor facilities / enhancements	Teresa Oulds	Projects to be completed by March 11.	Ongoing	3
59	Martock	Martock	SSDC play area refurbishment at Hills Lane	Adrian Moore	Refurbishment complete	Closed	6
60	Martock	Martock	SSDC play area refurbishment at Bracey Road	Adrian Moore	A contract has now been awarded for the construction and work on site is expected to start in February 2011. The work is still expected to be completed this financial year.	Ongoing	6
61	Martock	Martock	Parish Hall improvements (Purchase of Gospel Hall)	Charlotte Jones	Project under review by Martock Parish Council - audit of community facilities	Ongoing	6
62	Martock	Martock	support for redevelopment of changing rooms / youth centre at recreation ground	Charlotte Jones / Lynda Pincombe	Project under review by Martock Parish Council - audit of community facilities	Ongoing	6
63	Somerton	Somerton	MTIG Visitors audit - local visitor facilities / enhancements	Teresa Oulds	See 23	Ongoing	3
64	South Petherton	Seavington	Seavington Community Shop - monitoring of grant conditions	Les Collett	Shop & café opened - July 10. Official opening 4th December Shop & Café running successfully.	Closed	3
65	South Petherton	Shepton Beauchamp	Pavilion / play area / recreation ground improvements	Les Collett / Adrian Moore	Unsuccessful open spaces application - further funding advice being given	Ongoing	6
66	South Petherton	Shepton Beauchamp	Review of local needs for affordable housing	Charlotte Jones / Colin McDonald	No recent contact by Parish Council. Await approval of rural settlement policy.	Ongoing	1
67	South Petherton	Shepton Beauchamp	Completion of Cowleaze water meadow project	Les Collett	Project underway	Ongoing	6

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
68	South Petherton	South Petherton	MTIG Visitors audit - local visitor facilities / enhancements	Teresa Oulds	<i>Update to be checked</i>	Ongoing	3
69	South Petherton	South Petherton	Additional allotments & associated works	Les Collett	Completed	Closed	6
70	South Petherton	South Petherton	Breathe (Transition Town) - support to develop local action plans	Charlotte Jones	Links to other 'transition' groups under discussion	Ongoing	All
71	South Petherton	South Petherton	Community Office & Police Post - support for governance & business plan	Pauline Burr	New co-ordinator in place. Monitor LARC funding process. Support for new governance to be established. Development of joint CIC, Library and Police Post.	Ongoing	2
72	South Petherton	South Petherton	Play area / recreation ground improvements at Lightgate Lane	Les Collett / Adrian Moore	Enquiry withdrawn	Closed	6
73	South Petherton	South Petherton	Installation of access ramp to Co-op store from St James Street car park	Charlotte Jones/Adrian Noon	Planning application approved. Parish Council agreement in place. Co-Op to install.	Ongoing	3
74	South Petherton	South Petherton	Discussions re transfer of public toilets to parish council	Charlotte Jones/ Garry Green	PC advised of possible closure with option to transfer.	Ongoing	
75	St Michaels	Chilthorne Domer	Recreation Trust - review of governance and development of facilities	Les Collett	Grant awarded by SSDC for refurbishment - monitoring grant conditions	Ongoing	6
76	St Michaels	Chilthorne Domer	Community Play Day (with Tintinhull)	Stewart Talbot	Successful event held August 11	Closed	6
77	St Michaels	Montacute	Local planning for community facilities / services	Les Collett	Parish planning meeting held - support from Community Council for Somerset.	Ongoing	6

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
78	St Michaels	Montacute	Affordable housing - development of local scheme	Charlotte Jones / Colin McDonald	Scheme to be developed by Yarlinton. (May relate to other local plans for facilities)	Ongoing	1
79	St Michaels	Tintinhull	SSDC Gypsy Site refurbishment & site management	Steve Joel / Tina Adams	Overall project due to be completed Jan/Feb 11	Ongoing	1
80	St Michaels	Tintinhull	Local planning for community facilities / services	Les Collett	Possible village hall/community shop project. Parish consultation day held. Parish Plan under discussion.	Ongoing	6
81	St Michaels	Tintinhull	SSDC play area refurbishment at Thurlocks	Adrian Moore	Minor work to be completed by March 11, plus future investment in future years.	Ongoing	6
82	Turn Hill	High Ham	Affordable housing - development of local scheme	Charlotte Jones / Colin McDonald	Recent scheme refused planning permission. Parish council have requested review of sites / needs. Initial meeting held. Survey proposed after May.	Ongoing	1
83	Turn Hill	Long Sutton	Affordable housing - development of local scheme	Charlotte Jones / Colin McDonald	Concept plan due from Yarlinton Housing Group.	Ongoing	1
84	Turn Hill	Long Sutton (host parish)	Turn Hill Parish Lengthsman - year 1 of 3 year agreement with SCC & Long Load, Long Sutton, Aller, High Ham & Pitney	Chris Cooper	Lengthsman appointed and scheme underway. Need to assess impact of SCC spending review	Ongoing	5
85	Wessex	Compton Dundon	Affordable housing - development of local scheme	Charlotte Jones / Colin McDonald	Sites appraisal partially completed. Parish Council have requested discussion of suitable development areas	Ongoing	1
86	Wessex	Compton Dundon	Parish Plan	Les Collett	Household questionnaire circulated by PC Nov 10.	Ongoing	All

	Ward	Parish	Project	SSDC contact	Update (Feb 11)	Status	AN priority link
87	Wessex	Somerton	Feasibility Fees - West Street, Somerton (Traffic survey)	Charlotte Jones	Survey not commissioned due to changes at Town Council and recent refresh of community plan. STC have requested an updated brief, which could assist with future major planning applications affecting town centre parking & traffic issues.	Ongoing	3
88	Wessex	Somerton	Local Information Centre - service level agreement	Mary Ostler / Pauline Burr	Re-opened in Antiques centre for summer season. Service Level Agreement to be renewed for 2011-12.	Ongoing	2
89	Wessex	Somerton	Wessex Youth Club - support to management group - business plan/lease	Teresa Oulds	Management Committee assessing impact of SCC budget reduction.	Ongoing	6
90	Wessex	Somerton	Enforcement action - Listed building	Charlotte Jones / Ian Clarke	Delays / cost of project under review with Conservation Architect / Solicitor	Ongoing	5
91	Wessex	Somerton	Somerton Community Office - alterations to increase community use / review SSDC occupations	Madelaine King-Oakley	Alterations complete to create single office. Temporary use by SSDC to end March. Review of opening hours - see separate report Feb 11	Ongoing	2
92	Wessex	Somerton	Update town plan	Charlotte Jones	Programme of public consultation and focus groups led by town council. Draft report in place.	Ongoing	All
93	Wessex	Somerton	Request from STC to review provision of lighting / condition in Half Moon Car Park	Charlotte Jones / Ian Case	Site meeting arranged.	Ongoing	4

Area North Committee – 23 February 2011

11. Area North Budget Monitoring Report for the Period Ending 31st December 2010 (Executive Decision)

Executive Portfolio Holder: Robin Munday, Finance and Support Services
Chief Executive: Mark Williams, Chief Executive
Assistant Director: Donna Parham, Finance and Corporate Services
Service Manager: Amanda Card, Finance Manager
Lead Officer: Nazir Mehrali, Management Accountant
Contact Details: nazir.mehrali@southsomerset.gov.uk or (01935) 462205

Purpose of the Report

The purpose of this report is to update Members on the current financial position of the Area North Committee as at the end of December 2010.

Public Interest

This report gives an update on the financial position of Area North Committee after nine months of the financial year 2010/11.

Recommendations:

Members are recommended to:

- (1) Review and comment on the current financial position on Area North budgets
- (2) Note the position of the Area North Reserve as at 31st December 2010 and approve to transfer back to the Reserve Fund £1,500 originally allocated in May 2009 for community play day events which were financed from other sources.
- (3) Note the position of the Capital Programme for 2010/11 to 2014/15 (Appendix A) and of the Play & Youth capital investment programme in Area North (Appendix B)
- (4) Note the position of the Area North Community Grants budget, including details of grants authorised under the Scheme of Delegation by the Area Development Manager (North) in consultation with the ward member(s) (Appendix C)

REVENUE BUDGETS

Background

Full Council in February 2010 set the General Revenue Account Budgets for 2010/11 and delegated the monitoring of the budgets to the four Area Committees and District Executive. Area North now has delegated responsibility for the Area North Development revenue budgets (which include revenue grants and regeneration), the Area North Capital Programme and the Area North Reserve.

Financial Position

The table below shows the position of revenue budgets as at 30th December 2010. This includes transfers to or from reserves.

	£
Approved base budget as at Feb 2010	324,350
Carry forwards approved July 2010	53,780
Funding contribution to 3 rd Sector & Partnership Assistant	(3,500)
Revised Budget as at 31st December 2010	374,630

A summary of the revenue position as at 31st December 2010 is as follows:

Element	Original Budget £	Revised Budget £	Y/E Forecast £	Variance £	Fav / Adv	%
Development	295,990	332,300	332,300	-	-	-
Grants	28,360	42,330	42,330	-	-	-
Group Total	324,350	374,630	374,630	-	-	-

Area Development Manager (North) Comments

The overall net expenditure for Area North is expected to be within budget for the year, or result in a small underspend in the light of various efficiencies made during the year in the course of changing our accommodation requirements.

In addition, the £40,000 not allocated for service enhancements will be requested as a carry forward into 2011-12 to enable us to assist with transition funding to help parishes and communities to adapt to reduced public services – where these helps achieve SSDC corporate priorities.

In the Grants budget there are a number of small grants under consideration that we anticipate will complete the annual budget allocation.

Budget Virements

Under the financial procedure rules the Strategic/Assistant Directors and Managers can authorise virements within each individual service of their responsibility (as defined by Appendix B of the Annual Budget Report) and up to a maximum of £25,000 between services within their responsibility providing that the Assistant Director Finance & Corporate Services has been notified in advance. All virements exceeding these limits need the approval of District Executive. All virements between different Services, irrespective of value, need approving by District Executive. Area Committees can approve virements between their reserves and budgets up to a maximum of £25,000 per virement and £50,000 in any one financial year, provided that all such approvals are reported to the District Executive for noting. (In accordance with the constitution)

There have been no virements since the last report.

AREA RESERVE

The position on the Area North Reserve as at 31st December 2010 is as follows:

	£	£	Comments
Position as at 1st April 2010		43,920	
<u>Less amounts allocated:</u>			
Completion of feasibility study for the Langport – Cartgate Cycleway	(1,000)		Partially completed £500 spent of £1500 allocation. Remaining work has now been completed but from main budget. An update report will be provided separately.
Promoting local access to services – Area North Community Offices	(2,000)		Additional work achieved without cost to date. Reviewing broadband into community offices / LICs.
Support towards progressing affordable rural housing schemes within the Area North	(15,000)		To transfer as required for additional staffing, printing, and professional fees. Work to date covered from existing budgets.
* Delivery of five community play day events in 2009	(1,500)		Work completed, funding not required.
Professional fees and associated costs to progress priorities for the re-use of redundant buildings or workspace development.	(2,000)	2,000	£500 spent from original allocation of £2500, to progress re-use of empty property. Remaining allocation of £2,000 transferred to the enforcement action below.
Provision to underwrite risk of costs of enforcement action (s215) for empty property.	(17,500)		Enforcement process is ongoing; owner has agree to comply, but not complied yet.
Provision to underwrite risk of costs of enforcement action (listed building).	(1,000)		As above. Some work completed by owner. Conservation team continuing to monitor.
Total Committed		(38,000)	
Uncommitted balance remaining		5,920	

* Members are requested to approve a transfer back to the Reserve Fund of £1,500 originally allocated in May 2009 for community play day events which were financed from other sources and no longer required.

CAPITAL PROGRAMME

The revised capital programme for this financial year and beyond is attached following this report together with a progress report on each scheme either Area or District Wide that are current within Area North (Appendices A & B).

The estimated spend on the North Capital programme in 2010/11 is £150,580, with a further £61,531 allocated for future years.

There is £68,398 in the reserve schemes for 2010/11 and a further £140,000 for future years.

The details of the Reserve Schemes for future years are as follows:

Schemes	Estimated Spend 2009/10 £	Future Spend £
Unallocated Capital Reserve	36,240	40,000
Langport Vision – river and countryside access to promote sustainable tourism in Cocklemoor / Upper Parrett area		20,000
Local priority projects – enhancing facilities and services	32,158	80,000
TOTALS	68,398	140,000

If Members would like further details on any of the Area North budgets or services they should contact the relevant budget holder or responsible officer.

COMMUNITY GRANTS

During the quarter to December, Committee approval was given in October for a grant of £1,445 and a grant funding of £300 was made under the delegated grants below £750.

There remains an uncommitted balance of £16422.44 out of a total grants budget of £42,324 (Appendix C). There are a series of small grants arising from the past few months of community led initiatives, which are in hand or expected by year end.

Corporate Priority Implications

The budget is closely linked to the Corporate Plan.

Carbon Emissions & Adapting to Climate Change Implications (NI188)

There are no implications currently in approving this report.

Equality and Diversity Implications

When the Area North budget was set any savings made included an assessment of the impact on equalities as part of that exercise.

Background Papers – Financial Services Area North budget file.

Area North Committee – 23 February 2011

12. Area North Committee - Forward Plan

Portfolio Holder: Cllr Patrick Palmer, Area North Chairman
Strategic Director: Rina Singh, Place and Performance
Assistant Director: Martin Woods, Communities
Service Manager: Charlotte Jones, Area Development (North)
Lead Officer: Becky Sanders, Committee Administrator
Contact Details: becky.sanders@southsomerset.gov.uk or (01458) 257437

Purpose of the Report

This report informs Members of the Area North Committee Forward Plan.

Public Interest

The forward plan sets out items and issues to be discussed over the coming few months. It is reviewed and updated each month, and included within the Area North Committee agenda, where members of the committee may endorse or request amendments.

Recommendations

Members are asked to: -

- (1) Note and comment upon the proposed Area North Committee Forward Plan as attached at Appendix A.
- (2) Identify priorities for further reports to be added to the Area North Committee Forward Plan.

Area North Committee Forward Plan

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

Items marked *in italics* are not yet confirmed, due to the attendance of additional representatives.

To make the best use of the committee's time, 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.

Further details on these items, or to suggest / request an agenda item for the Area North Committee, please contact the Agenda Co-ordinator; Becky Sanders.

Background Papers: *None*

Appendix A – Area North Committee Forward Plan

Further details on these items, or to suggest / request an agenda item for the Area North Committee, please contact the Agenda Co-ordinator; Becky Sanders, becky.sanders@southsomerset.gov.uk

Items marked *in italics* are not yet confirmed, due to the attendance of additional representatives. Key: SCC = Somerset County Council

Meeting Date	Agenda Item	Background / Purpose	Lead Officer(s) SSDC unless stated otherwise
23 Mar '11	<i>Buildings At Risk Register</i>	<i>Report on the work of the Conservation Team with a special focus on the historic Buildings at Risk Register for Area North.</i>	<i>Adron Duckworth, Conservation Manager</i>
23 Mar '11	Safer and Stronger Neighbourhoods team	Report of neighbourhood policing and partnership working to reduce crime and the fear of crime in Area North	Sgt Alan Bell – Avon & Somerset Police.
27 Apr '11	Streetscene Service	Half yearly update on Streetscene Service	Chris Cooper, Streetscene Manager
27 Apr '11	Highways Authority	Half yearly report - update on Highways Services / Programme 2010-11	Neil McWilliams- Assistant Highway Service Manager (SCC)
<i>No meeting in May due to elections</i>			
22 Jun '11	Environmental Health	Service update report	Alasdair Bell – Environmental Health Manager
TBC	<i>Great Bow Yard Planning Issues</i>	<i>An update report on various planning matters relating to the Great Bow Yard development.</i>	<i>Adrian Noon, Area Lead North/East (Development Control)</i>
TBC	<i>SSDC Asset Strategy – Area North</i>	<i>Draft Asset Management Strategy.</i>	<i>Donna Parham, Assistant Director (Finance)</i>
TBC	<i>Area North Affordable Housing Programme</i>	<i>Update report on the progress of the current programme</i>	<i>Colin McDonald, Corporate Strategic Housing Manager</i>
TBC	<i>Huish Episcopi Sports Centre Management Agreement</i>	<i>Update report on the Huish Episcopi Sports Centre Management Agreement.</i>	<i>Steve Joel, Assistant Director (Heath and Wellbeing)</i>

Area North Committee – 23 February 2011

13. Planning Appeals

Portfolio Holder: Tim Carroll (Leader), Strategy and Policy
Strategic Director: Rina Singh, Place and Performance
Assistant Director: Martin Woods, Economy
Service Manager: David Norris, Development Manager
Lead Officer: As above
Contact Details: david.norris@southsomerset.gov.uk or (01935) 462382

Purpose of the Report

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

Public Interest

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.

Recommendation

That members comment upon and note the report.

Appeals Lodged

10/03998/FUL – Land at junction of Foldhill Close, Bearley Road, Martock.
 The erection of a detached dwellinghouse, detached carport and associated on site access / boundary provision.

10/02933/FUL – Breach Furlong Barn, Breach Furlong Lane, High Ham, Langport.
 The change of use and conversion of existing agricultural barn into a single unit for holiday accommodation and the formation of a vehicular access.

10/03526/FUL – Land OS 2847 part, Isle Abbots Road, Fivehead, Taunton.
 Alteration to existing access and creation of access track to existing permitted residential caravan site.

Appeals Dismissed

10/03002/FUL – Land OS1058 Gawbridge, Kingsbury Episcopi, Martock.
 The change of use of land for keeping horses, retention of hardstanding, toilet block (including septic tank) and Nissen hut and proposed erection of stable block.

Appeals Allowed

10/02416/FUL – Homecroft, Isle Abbots Road, Ilton TA19 9ED.
 Alterations to form front former to dwelling.

Appeals Allowed (in part)

10/01450/S73 – Isle Abbotts Baptist Church, Chapel Road, Isle Abbotts TA3 6RR
Application to vary Condition 07 of decision 08/01703/FUL to allow clear glazing to be used instead of obscure glazing in kitchen window, south elevation and first floor bedroom window in west elevation.

The Inspector's decision letters are attached at the end of this report.
