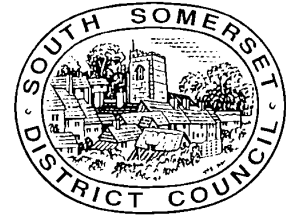


**South Somerset District Council**  
*Notice of Meeting*



# Area North Committee

*Making a difference where it counts*

**Wednesday 18 December 2013**

**1.00pm**

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

(please note change of venue and start time)

(disabled access is available at this meeting venue)



The public and press are welcome to attend.

**Please note: Planning applications will be considered no earlier than 2.15pm.**

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](mailto:becky.sanders@southsomerset.gov.uk)  
website: [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)

This Agenda was issued on Tuesday 10 December 2013.

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

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



INVESTOR IN PEOPLE



## Area North Membership

Pauline Clarke  
Graham Middleton  
Roy Mills  
Terry Mounter  
David Norris

Patrick Palmer  
Shane Pledger  
Jo Roundell Greene  
Sylvia Seal

Sue Steele  
Paul Thompson  
Barry Walker  
Derek Yeomans

### Somerset County Council Representatives

Somerset County Councillors (who are not also 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.**

### South Somerset District Council – Council Plan

Our focuses are: (all equal)

- Jobs – We want a strong economy which has low unemployment and thriving businesses.
- Environment – We want an attractive environment to live in with increased recycling and lower energy use.
- Homes – We want decent housing for our residents that matches their income.
- Health & Communities – We want communities that are healthy, self-reliant, and have individuals who are willing to help each other.

### 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 planning applications for this month's meeting will commence no earlier than 2.15pm, 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 normally attend Area North Committee quarterly in February, May, August and November – they will be available from 1.30pm at the meeting venue 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, usually at 2.00pm (unless specified otherwise), on the fourth Wednesday of the month (except December) in village halls throughout Area North (unless specified otherwise).

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

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

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

### Public participation at committees

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

### Public question time

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

## **Planning applications**

Comments 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 and/or Agent
- District Council Ward Member

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

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

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

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

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

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

# Area North Committee

**Wednesday 18 December 2013**

## Agenda

### *Preliminary Items*

1. **To approve as a correct record the minutes of the meeting held on 27 November 2013**
2. **Apologies for absence**
3. **Declarations of interest**

In accordance with the Council's current Code of Conduct (adopted July 2012), which includes all the provisions relating to Disclosable Pecuniary Interests (DPI), personal and prejudicial interests, Members are asked to declare any DPI and also any personal interests (and whether or not such personal interests are also "prejudicial") in relation to any matter on the Agenda for this meeting. A DPI is defined in The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 (SI 2012 No. 1464) and Appendix 3 of the Council's Code of Conduct. A personal interest is defined in paragraph 2.8 of the Code and a prejudicial interest is defined in paragraph 2.9. In the interests of complete transparency, Members of the County Council, who are not also members of this committee, are encouraged to declare any interests they may have in any matters being discussed even though they may not be under any obligation to do so under any relevant code of conduct.

### *Planning applications referred to the Regulation Committee*

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

Councillors Terry Mounter, Shane Pledger, Sylvia Seal and Paul Thompson.

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 is scheduled to be held at 2.00pm on **Wednesday 29 January 2014** at the **Village Hall, Norton Sub Hamdon**.

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

*Page Number*

***Items for Discussion***

8.	<b>Presentation by South Somerset Citizens Advice Bureau .....</b>	<b>1</b>
9.	<b>SSDC Community Office Service Update .....</b>	<b>2</b>
10.	<b>Draft Asset Management Strategy.....</b>	<b>7</b>
11.	<b>Area North Capital Programme – Update Report (Executive Decision) .....</b>	<b>27</b>
12.	<b>Area North Committee – Forward Plan .....</b>	<b>32</b>
13.	<b>Planning Appeals.....</b>	<b>35</b>
14.	<b>Planning Applications .....</b>	<b>36</b>

**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.**

Area North Committee – 18 December 2013

## 8. **Presentation by South Somerset Citizens Advice Bureau**

*Contact details: Georgina Burton, Chief Executive, South Somerset Citizens Advice Bureau  
georgina.Burton@southsomcab.org.uk or 01935 382080*

*Alice Knight, Third Sector, Partnerships & Projects Co-ordinator  
alice.knight@southsomerset.gov.uk or 01963 435061*

Georgina Burton, Chief Executive, South Somerset Citizens Advice Bureau will be attending the meeting to deliver a presentation to members on the work and future developments of South Somerset Citizens Advice Bureau.

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Area North Committee – 18 December 2013

## 9. SSDC Community Office Service Update

*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Director:* Helen Rutter / Kim Close, Communities  
*Service Manager:* As above  
*Lead Officer:* Lisa Davis, Community Offices Support Manager  
*Contact Details:* [lisa.davis@southsomerset.gov.uk](mailto:lisa.davis@southsomerset.gov.uk) or 01935 462746

### Purpose of the Report

To inform councillors of the new community office management structure. To update the councillors on the yearly footfall figures across the district and the results of the recent customer satisfaction survey.

### Public Interest

South Somerset District Council (SSDC) has six local offices (community offices) which enable the public to access a wide range of Council and related information and assistance. This supports the other ways of contacting SSDC, which is by phone on 01935 462462 or the web site [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk). This report gives an update of the number of customers who visit the offices and also includes results of the Customer Survey carried out in June.

### Recommendation

That the contents of this report are noted.

### Background

The community offices are located in Yeovil, Crewkerne, Chard, Ilminster, Langport and Wincanton. As a result of the changes to the community office staff structure, four area team leaders and one deputy team leader have been replaced by a Community Office Support Manager (COSM) and a deputy (DCOSM) working district wide (currently 1.8 Full Time Equivalent (FTE) but reducing to 1.5 FTE in October).

The COSM reports to the Assistant Directors (Communities). There are 10.25FTE of the Community Support Assistants (CSA) who provide the front office service and support for Area based officers. There are currently 15 CSAs employed across the district.

In Area North the Somerton Community Office was closed in July 2012 and the Langport Community Office hours were reduced from 22.5 hours to 15 hours from October 2012.

### The Community Offices

Opening hours were altered earlier this year to offer services at times of greatest demand. Current opening hours are as follows:-

Chard	Monday to Friday 9am to 3pm From 29 <sup>th</sup> September this changes to Monday to Friday 9am to 1pm, 1:30pm to 3:30pm
Crewkerne	Monday to Wednesday & Friday 9am to 1pm, 1:30pm to 3:30pm. Thursday 9am to 1pm
Ilminster	Monday, Tuesday & Thursday 9:30am to 12 noon
Langport	Monday, Tuesday & Thursday 9:00am to 2pm
Wincanton	Monday to Friday 9am to 1pm
Petters House Yeovil	Monday to Friday 9am to 4pm
Front desk managed by the Customer Focus Support Manager	
Brympton Way Yeovil	Monday to Thursday 8:45am to 5:15pm Friday 8:45am to 4:45pm

The same Northgate software system is used to record requests and take payments in all the SSDC front desks listed above and by the staff who receive public phones calls on 01935 462462. The main SSDC Services provided for our customers are for the following services:

Housing and Council Tax Benefits	Receipt, verification and scanning of applications forms and evidence, general advice and guidance
Council Tax	Advice and guidance on moving in/out of area, discounts and exemptions and instalments plans, processing of payments (debit cards)
Housing	Verification of evidence
Waste and Recycling	Advice on collection days, missed collection reports, ordering of new/replacement bins, payment of garden waste bins/bags
StreetScene	Report litter, fly tipping, dead animals, discarded needles, dangerous and stray dogs, dog fouling and graffiti
Community Protection	Report pest problems (rats, wasps, insects)
Horticulture	Report problems with shrub / tree / hedge maintenance
Planning and Building Control	Hand out application forms
Community Safety	Recording incidents

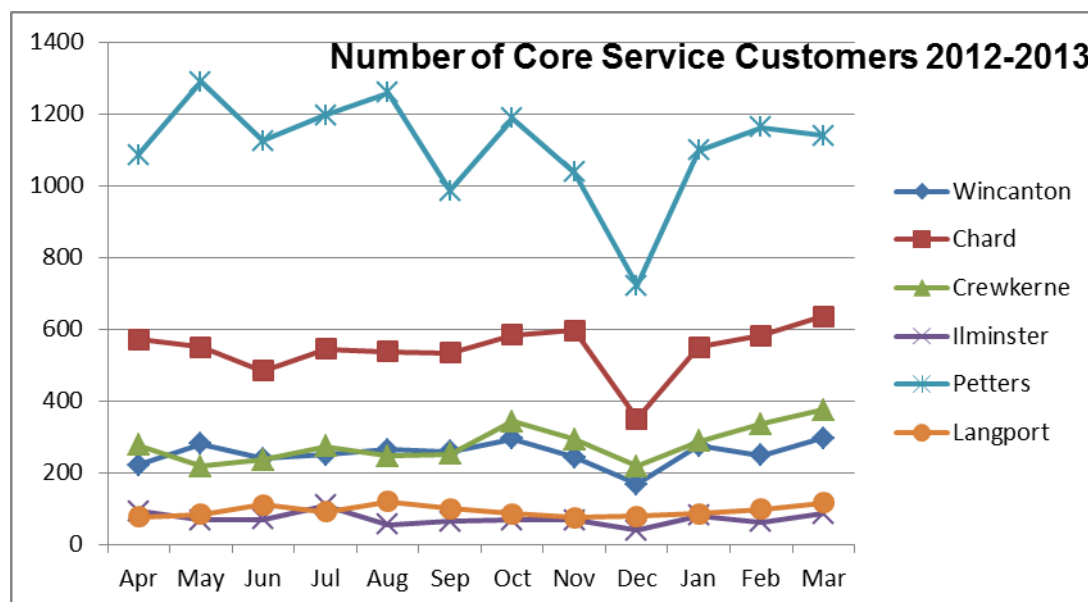
Not all offices have exactly the same facilities either because of location or number of customers.

- Chard and Petters House have the highest number of customers. Cash machines have been installed and are used mostly for the payments of council tax and parking fines.
- Petters House reception is co-located with the SSDC Tourist Information Centre and from the 1<sup>st</sup> of September the Police will also occupy a desk in the reception area in order to offer a more convenient and accessible service. Initially this will be for a three month trial period. Visitors to Petters House can also access a range of other services including Housing, Welfare Benefits and the HMRC.
- Langport reception is co-located with the Langport Local Information Centre.
- The Wincanton community office is successfully co-located with the Police.

- All offices except Langport have a public computer. These are generally used by customers to register for Homefinder and to bid for social housing properties each week.
- Free phones to internal services are provided in Wincanton, Petters House and Chard.
- Chard has a Job point machine and phone run by Job Centre Plus which was installed when the Job Centre closed in the town centre.
- Reception facilities are provided in Wincanton and Chard for the days that the Somerset County Council Registrar is available.

### Footfall figures

The following chart shows the number of customers in the last year for every office of the core services; which are Benefits, Council tax, Housing and homeless, Waste and recycling. This highlights the differences between offices, which is now reflected more closely in the opening hours and levels of resource.



### Langport

The total number of customers who visited the Area North Community Office for the 2012/13 financial year was 1,645 which is a very small decrease from 1,706 in 2011/12.

Details of service requests are broken down as follows:

	2012/2013		2011/2012	
	Visitors	%	Visitors	%
Benefits ( <i>Core Service</i> )	675	41	563	33
Council Tax ( <i>Core Service</i> )	167	10	149	9
Housing & Homeless ( <i>Core Service</i> )	178	11	101	6
Waste & Recycling ( <i>Core Service</i> )	100	6	100	6
Other ( <i>SSDC Services</i> )	363	22	630	37
Other ( <i>Non SSDC Services</i> )	162	10	163	9
<b>Total</b>	<b>1645</b>	<b>100</b>	<b>1706</b>	<b>100</b>

You will see that the highest proportion of work carried out by the CSAs relates to household benefits (council tax and housing benefit), an increase of 8% from the previous year.

Members will note that the Somerton community office service was withdrawn in 2012. The Area North team continue to monitor the impact of this and can arrange to support individual residents unable to access an SSDC service should the need arise.

### Customer Survey

A customer satisfaction survey was carried out during the first two weeks of June in all of the community offices. 262 responses were received. Despite the uncertainties over the last year, the reduction in Community Office hours last January and the change in management, the team received an outstanding 100% satisfaction score of Good or Very Good in questions 3 to 5 shown in Table 1 relating to their professionalism.

98% of our customers rated how welcoming our receptions are as Good or Very Good. Lastly, 97% said that the waiting time is Good or Very Good. There is a marked improvement (average of 8%) from last year in all questions where we moved from Good to Very Good.

**Table 1 Comparison of customer responses between 2012 and 2013 for all offices**

		Very Poor	Poor	Neither	Good	Very Good
How welcoming did you find our reception area?	2013	0%	1%	1%	21%	77%
	2012	0%	0.2%	2%	24%	73%
How would you rate your waiting time before being seen?	2013	0%	0.4%	2%	20%	78%
	2012	0.2%	1%	3%	27%	69%
How welcoming were our staff?	2013	0%	0%	0%	14%	86%
	2012	0%	0.2%	0.4%	21%	79%
How would you rate the overall service you received?	2013	0%	0%	0%	13%	87%
	2012	0%	0.2%	1%	22%	77%
How knowledgeable were our staff?	2013	0%	0%	0%	13%	87%
	2012	0%	0%	1	22%	77%

### Financial Implications

None arising directly from this report.

### Council Plan Implications

Focus on Health and Communities. Continue to provide Welfare Benefits support and advice to tackle poverty for our vulnerable residents.

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

Reduce carbon emissions by increasing awareness of local offices and use of alternative methods of contact i.e. online transactions

## Equality and Diversity Implications

All front desk services are accessible, except our Ilminster office, which can only be improved if suitable premises can be found.

**Background Papers:** *DX report Feb 2013*  
*Area north Committee Aug 2012 – Area North Community*  
*Office Service*

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Area North Committee – 18 December 2013

## 10. Draft Asset Management Strategy

*Strategic Director:* Vega Sturgess, Operations & Customer Focus

*Assistant Directors:* Donna Parham, Finance & Corporate Services  
Laurence Willis, Environment

*Contact Details:* [vega.sturgess@southsomerset.gov.uk](mailto:vega.sturgess@southsomerset.gov.uk) or 01935 462200

[donna.parham@southsomerset.gov.uk](mailto:donna.parham@southsomerset.gov.uk) or 01935 462225

[laurence.willis@southsomerset.gov.uk](mailto:laurence.willis@southsomerset.gov.uk) or 01935 462428

### Purpose of the Report

To consult with Area Committees on the proposed Asset Management Strategy.

### Public Interest

South Somerset District Council owns a range of properties and land assets. We aim to look after these in the most effective and efficient way and use them to further the objectives of the council.

### Recommendation

It is requested that members comment on the draft Asset Management Strategy (Appendix A).

### Background

The Draft Asset Management Strategy (AMS) was presented to the council's Strategy Asset Management Group (SAMG) on 16 July and 22 October 2013 and the Management Board in September and October 2013. In general, the elected members of SAMG were in favour of:

- The stated Vision and the Aims of the Strategy and particularly that it should underpin the key strategies already agreed by SSDC.
- The assumptions about the longer term use and need for specific buildings in SSDC's property portfolio.
- The approach of having a high level strategy together with an Asset Management Plan (AMP), reviewed each year.
- The cessation of SAMG and the institution of a Strategic Asset Steering Group (SASG) focusing on the on-going delivery of the strategy and agreeing of the annual Asset Management Plan. SASG discussions will retain a strategic, not operational, view and Area Chairs, other Portfolio Holders and staff can attend any strategic discussions on a property in their area.
- The Area view is valued and, if requested, a representative of the newly defined SASG would give a verbal update to Area Committees once a year on the assets in each area.
- An area-based Property and Car Park Register will still be made available to area members and staff.
- The proposed approach was a sensible option.

**Where next?**

The draft Strategy is being taken to all the Area Committees in December and January to seek area members' views. Any comments would be appreciated and will be taken into account before the strategy is taken to District Executive and then Full Council for adoption. It is hoped that this can be completed by April 2014. This timescale will not prevent any agreed work being delivered, neither will it stop the work to develop the Asset Management Plan for 2014/15.

**Corporate Priority Implications**

None directly arising from the report.

**Carbon Emissions & Adapting to Climate Change Implications**

The strategy commits to continue to strive to reduce the organisation's energy use via its buildings.

**Equality and Diversity Implications**

Full consideration to equalities has been given in producing this Strategy.

***Background Papers:***            *None*

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**Appendix A – PDF of draft Asset Management Strategy – 18 pages**

**P1**



P2

P3

P4

P5

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P9



P10

P11

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P18

Area North Committee – 18 December 2013

## 11. Area North Capital Programme – Update Report (Executive Decision)

*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Directors:* Helen Rutter / Kim Close, Communities  
*Service Manager:* Charlotte Jones, Area Development Manager (North)  
*Lead Officer:* As above  
*Contact Details:* charlotte.jones@southsomerset.gov.uk or (01935) 462251

### Purpose of the Report

To provide an update on the Area North Capital Programme.

*Councillors are asked to contact the Area Development Manager (North) or other named contacts in advance of the meeting with requests for further information.*

### Public Interest

Area Development teams support the council's four Area Committees (North, South, East and West) to secure investment in local social, economic and environmental priorities for Yeovil, the market towns and rural areas of South Somerset.

Making a difference in the long term can require an investment into local infrastructure, buildings, land or equipment.

This report shows the current investment by the Council in Area North and makes recommendations to consider use of funds in the future.

### Recommendations

- (1) Agree the allocation of the 'unallocated' reserve of £171,528 to 'Local Priority Projects' and revised profile for 2013-14 and future years as indicated in the report.
- (2) Note and comment on the potential areas for future investment, in line with the current priorities of the Area Development Plan / Council Plan as indicated in Appendix A
- (3) Note and comment on the progress of Area North capital programme approved schemes in Appendix B

### Area North Priorities 2013-14

- **Jobs** – we will aim to add value to the economy in Area North, through promoting sustainable economic growth, assisting with the delivery of the Somerset Rural Broadband Programme, promoting tourism and enhancing the offer to visitors.
- **Affordable housing** – we will assist with the delivery of affordable homes in Area North, including support to test and develop new models.

- **Self-Help** – we will promote greater levels of self-help to promote the sustainability of local services and facilities for all ages.
- **Flood and Water management** – we will help promote locally led solutions which prevent unacceptable flood events in our communities; we will support the work of the Somerset Water Management Partnership including the task force for the Levels and Moors; we will seek to include past learning from the Parrett Catchment Project into future solutions and we will support the Environment Agency find a long term solution to flood relief and return our rivers to their original profile.

### The Area North Capital Programme

The purpose of the Area Capital programme is to provide the means to make investment into local priorities, supported by the ward members. The majority of past investments have been into partnership or community led schemes making the overall value of investment considerably higher than its cost. Assessing investment takes account of the difference it can make to local communities in the light of the Council Plan and Area / ward priorities.

For clarity, it is recommended that the area does not need to hold ‘unallocated’ funds, but it is recognised that schemes may take time to be presented for a detailed agreement. The recommendation is to identify the current programme wholly for ‘local priority projects’.

The total current programme to be allocated during the next 3-5 years is £244,186. A further £25,000 may be added in 2014-15 subject to the approval of Full Council. From our best estimate of the progress of current projects supported by ward members the suggested profile of spending is:

2014-15	£75,000
2015-16	£100,000
2016-17	£95,000

**Appendix A** shows the range of projects / ward priorities we are currently supporting which is ‘capital’ in nature. These projects may seek funding from the capital programme as a community grant, or contribution to a partnership, or may be funded as SSDC led scheme.

**Appendix B** shows the current capital programme and an update on the progress of each approved scheme.

Members may wish to note that capital investment for local priority schemes may be secured through means other than the Area Committees own programme – for example: -

- The corporate capital programme (agreed by District Executive)
- Developer obligations secured through section 106 agreements
- External grants eg: the National Lottery and other funders.
- (In future) allocations from the Community Infrastructure Levy.

Each project will need its own financial plan, allocations from the Area North programme are agreed by the Area Committee.

## Financial implications

Approved adjustments to the capital programme will be presented to District Executive as part of the next financial report.

## Council Plan Implications

The setting of Area North priorities is directly linked to the Council Plan. The intended contributions to the Council Plan actions are published in the Area Development (North) Plan 2013-14. This includes contributions to all four areas of focus: - Jobs, Homes, Environment and Health and Communities.

## 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 and 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. Projects and initiatives will be designed or assessed for support using the principles of equality analysis, and be compliant with the Councils Equality Objectives

**Background Papers:** *Area Development Plan 2013-14;*  
*SSDC Council Plan 2012-2015.*

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Appendix A

Map on A3

Appendix B

Spreadsheet on A3

Area North Committee – 18 December 2013

## 12. Area North Committee – Forward Plan

*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Directors:* Helen Rutter & Kim Close, Communities  
*Service Manager:* Charlotte Jones, Area Development (North)  
*Lead Officer:* Becky Sanders, Committee Administrator  
*Contact Details:* becky.sanders@southsomerset.gov.uk or (01935) 462596

### 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.

### Recommendation

Members are asked to:

Note and comment upon the Area North Committee Forward Plan as attached at Appendix A and 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 also 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, 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 and SCC 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

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## 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](mailto: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
29 Jan '14	South Somerset Disability Forum / Community Building Access Reviews	Presentation on the work of the South Somerset Disability Forum (SSDF) including recent work commissioned by SSDC to conduct access reviews of community buildings.	Jo Morgan, Community Cohesion Officer
29 Jan '14	Local Housing Needs in Area North	A report on the services provided by the Housing and Welfare Team and an update on housing need in Area North.	Kirsty Larkins, Housing and Welfare Manager
<i>29 Jan '14</i>	<i>Welfare Benefit Advice Services in Area North</i>	<i>A service update report.</i>	<i>Catherine Hansford – Housing &amp; Welfare</i>
26 Feb '14	Area North Affordable Housing Programme	Update on the progress of the current programme of affordable housing in Area North	Jo Calvert Rural Housing Development Officer / Charlotte Jones Area Development Manager
26 Feb '14	Arts and Entertainment	Service update report.	Adam Burgan, Arts & Entertainment Manager and Pauline Burr, Arts Development Officer
<i>26 Feb '14.</i>	<i>Building at Risk (Confidential)</i>	<i>A report on a particular historic building in Area North, with an assessment of the council's options for its longer term conservation. NB: This report may be delayed due to the requirement for detailed financial information.</i>	<i>Ian Clarke, Assistant Director (Legal and Corporate Services)</i>



26 Feb '14	Community Youth Project	A presentation from the Community Youth Project, whose members include Martock, Somerton, Tintinhull, the Hamdons, and Kingsbury Episcopi.	Teresa Oulds, Neighbourhood Development Officer (North)
TBC	Community Safety Update	A briefing and opportunity for discussion of community safety and policing matters affecting South Somerset / Area North	Chief Inspector Richard Corrigan, Avon and Somerset Police, and Steve Brewer, Community Safety & Projects Co-ordinator
TBC	Joint review of flood prevention and resilience in Somerset (Flood Summit)	To provide feedback from Flood Summit, and wider research undertaken through a county wide local authority led task and finish group.	TBC
TBC	Levels and Moors Task Force	An update report on the progress of the newly established Levels and Moors task force.	TBC (N.B. may be merged with the Flood Scrutiny report)
TBC	Economic Development in Area North	Presentation / discussion on opportunities to promote local economic development	

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### 13. Planning Appeals

*Strategic Director:* Rina Singh, Place & 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**

13/01607/FUL – Rose Cottage, Church Street, Kingsbury Episcopi.  
Formation of vehicular access and parking area, erection of dwelling.

#### **Appeals Dismissed**

None

#### **Appeals Allowed**

None

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## 14. Planning Applications

**The schedule of planning applications is attached.**

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

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

### Human Rights Act 1998 Issues

The determination of the applications which are the subject of reports in this plans list are considered to involve the following human rights issues: -

1. Articles 8: Right to respect for private and family life.
  - i) Everyone has the right to respect for his/her private and family life, his/her home and his/her correspondence.
  - ii) There shall be no interference by a public authority with the exercise of this right except such as in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedom of others.
2. The First Protocol

*Every natural or legal person is entitled to the peaceful enjoyment of his/her possessions. No one shall be deprived of his possessions except in the public interests and subject to the conditions provided for by law and by the general principles of international law. The preceding provisions shall not, however, in any way impair the right of a State to enforce such laws as it deems necessary to control the use of property in accordance with the general interest or to secure the payment of taxes or other contributions or penalties.*

*Each report considers in detail the competing rights and interests involved in the application. Having had regard to those matters in the light of the convention rights referred to above, it is considered that the recommendation is in accordance with the law, proportionate and both necessary to protect the rights and freedoms of others and in the public interest.*

*David Norris, Development Manager  
david.norris@southsomerset.gov.uk or (01935) 462382*

**Background Papers:** *Individual planning application files referred to in this document are held in the Planning Department, Brympton Way, Yeovil, BA20 2HT*