

# South Somerset District Council

Notice of Meeting



## Area West Committee

*Making a difference where it counts*

**Wednesday 15th February 2012**

**5.30 pm**

**Town Hall  
Guildhall  
Fore Street, Chard  
Somerset TA20 1PP**

(See location plan overleaf)

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The public and press are welcome to attend.

Disabled Access is available at this meeting venue.



If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, **Andrew Blackburn** on Yeovil (01935) 462462  
email: [andrew.blackburn@southsomerset.gov.uk](mailto:andrew.blackburn@southsomerset.gov.uk)

This Agenda was issued on Monday, 6th February 2012

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

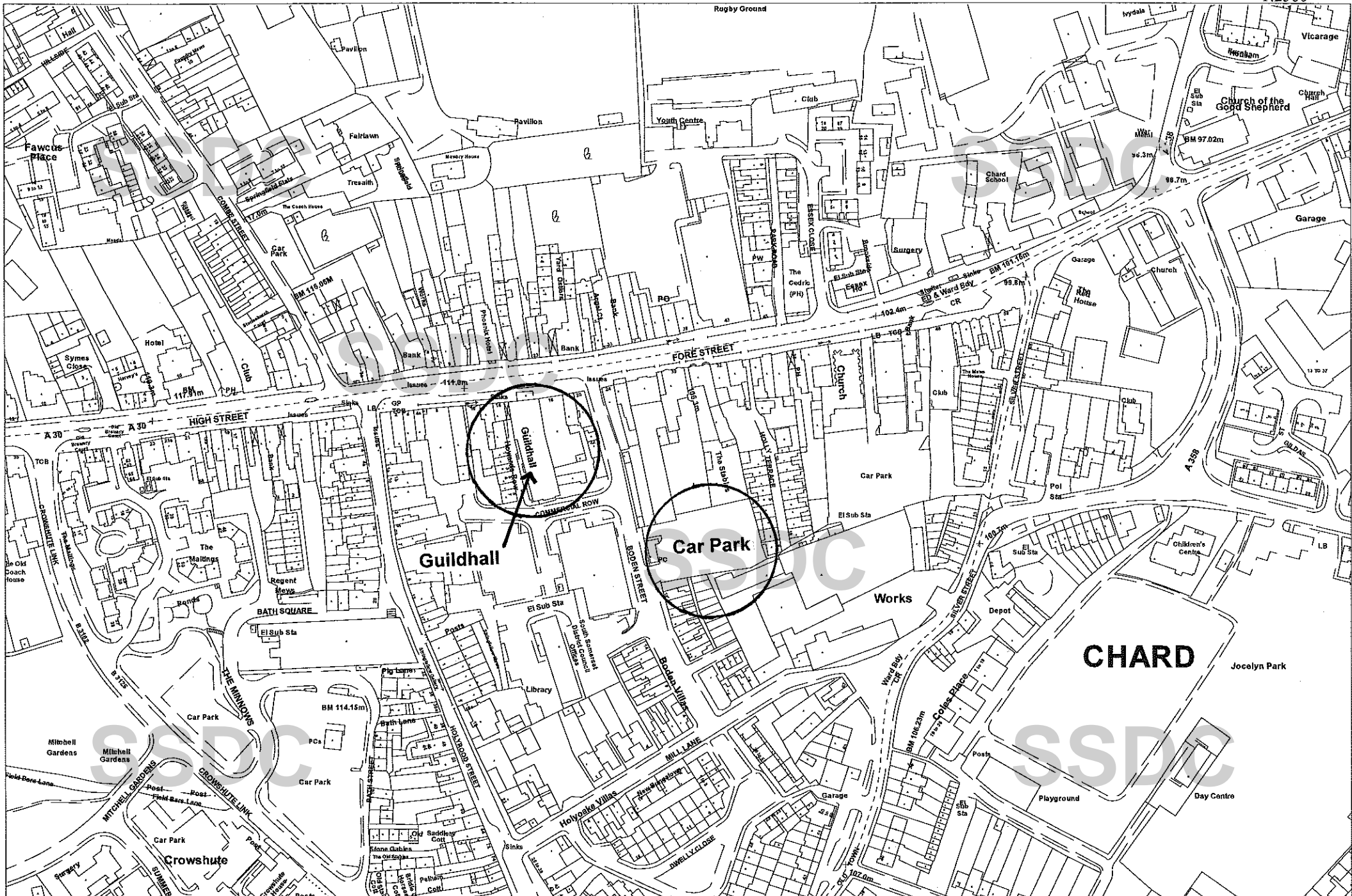


2007-2008  
Neighbourhood and  
Community Champions:  
The Role of Elected Members  
2006-2007  
Improving Rural Services  
Empowering Communities  
2005-2006  
Getting Closer to Communities

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



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## Area West Membership

**Chairman:** Angie Singleton  
**Vice-Chairman:** Paul Maxwell

Michael Best  
David Bulmer  
John Dyke  
Carol Goodall  
Brennie Halse

Jenny Kenton  
Nigel Mermagen  
Sue Osborne  
Ric Pallister  
Ros Roderigo

Kim Turner  
Andrew Turpin  
Linda Vjeh  
Martin Wale

### 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:-

Councillor Cathy Bakewell and Councillor Jill Shortland.

### South Somerset District Council – Corporate Aims

**Our key aims are:** (all equal)

- Increase economic vitality and prosperity
- Enhance the environment, address and adapt to climate change
- Improve the housing, health and well-being of our citizens
- Ensure safe, sustainable and cohesive communities
- 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

There are no planning applications for consideration at this meeting.

### Highways

A representative from the Area Highways Office will be available half an hour before the commencement of the meeting 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.

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## Information for the Public

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

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

At Area Committee meetings members of the public are able to:

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

Meetings of the Area West Committee are held monthly at 5.30 p.m. on the 3<sup>rd</sup> Wednesday of the month in venues throughout Area West.

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

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

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

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

The order of speaking on planning items will be:

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

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# Area West Committee

## Wednesday 15th February 2012

### Agenda

#### *Preliminary Items*

1. **To approve as a correct record the minutes of the previous meeting held on 18th January 2012**
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. Mike Best  
Cllr. Ros Roderigo  
Cllr. Angie Singleton  
Cllr. Linda Vijeh

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

4. **Public Question Time**

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

Parish/Town Councils may also wish to use this opportunity to ask for the District Council's support on any matter of particular concern to their Parish/Town.

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

**5. Chairman’s Announcements**

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***Items for Discussion***

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**There are no planning applications for consideration at this meeting.**

**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 West Committee – 15th February 2012

## 6. Somerset Community Foundation

*Strategic Director: Rina Singh (Place and Performance)*  
*Assistant Director: Helen Rutter (Communities)*  
*Service Manager: Alice Knight, Third Sector and Partnerships Manager*  
*Lead Officer: Alice Knight, Third Sector and Partnerships Manager*  
*Contact Details: alice.knight@southsomerset.gov.uk or 01963 435061*

Justin Sargent, Chief Executive of the Somerset Community Foundation (SCF), will make a presentation on the work of the Foundation and specifically a new programme called Local Giving.

### Background Information on the Somerset Community Foundation

*“At the heart of our approach is a strong belief in the importance of helping communities respond to their local circumstances in their own way”*

<http://www.somersetcf.org.uk>

- Part of a national network of Community Foundations, charities dedicated to strengthening local communities, creating opportunities and tackling issues of disadvantage and exclusion.
- Direct grants to local charities and voluntary organisations that make a genuine and lasting impact on the lives of local people.
- Set up in 2002 to provide a new independent funding body to tackle poverty and disadvantage throughout Somerset. Since 2002 SCF has distributed almost £3m in grants to a wide range of local charities. Since 2006 has built a £2m endowment fund for the county.
- Provide a service to help personal and business donors achieve their specific charitable goals within Somerset.

### Main Programmes

#### Surviving Winter Appeal

- Somerset Community Foundation has a scheme to enable all who can afford to forego some or all of their Winter Fuel Payment (WFP), to make a donation to help those who need extra help during the winter months.
- The money raised by the Surviving Winter Appeal will be used to support local charities and community organisations who can reach the people most in need of help and make sure they can afford to stay warm, eat well and remain mobile, as well as help them in practical ways such as ensuring they can make doctor's appointments, get to the shops, and maintain an active social life.
- Find more at [http://www.somersetcf.org.uk/surviving\\_winter\\_appeal.html](http://www.somersetcf.org.uk/surviving_winter_appeal.html)



## Community Grant Programmes

- The Foundation administers a variety of funds for grant making. Priorities are:
  - Supporting vulnerable and frail older people and their carers
  - Supporting communities affected by rural isolation and loneliness
  - Improving life opportunities for disadvantaged young people and adults.
- Applications are invited from voluntary led, community targeted organisations with a management committee, a constitution (or working towards one) and a bank account.
- Preferred average grant size is £2-3000 or below. The next deadline for applications is 9th March 2012.

## Raising Aspirations

- A programme based on philanthropy and partnership to address the growing gap between the attainment of young people in Somerset and the average for England, particularly by children from the poorest families.
- The Raising Aspirations programme has been designed by Somerset Community Foundation to address this issue through a mentoring scheme, grant making and by bringing together people to develop further ideas and mobilise resources.
- Funding has been secured from a local charitable trust to run a 3 year pilot mentoring project in partnership with Crispin School in Street. Contacts are being developed with the professional community, people in trades, in music and the arts, and in the public sector to secure volunteers to provide one to one mentoring to the pupils in the school.
- We already have funds in excess of £50,000 per annum from funds established within the Foundation by local donors and business to support the grant-making aspect of the programme, and we expect this to continue to grow.

## Somerset Guardians

- A programme aimed at the business community to provide a corporate charitable donations service.

## Local Giving

- A national programme being operated in partnership with the Somerset Community Foundation.
- Local Giving is a web based fundraising scheme for community groups and potential charitable donors to be matched without the requirement of a formal grant making / application process.
- Eligible organisations need to have clear charitable aims, and also be based and working in Somerset. There is a fee to appear on the site for more than three months, but the initial period is free.

**Background Papers:** None.

Area West Committee – 15th February 2012

## 7. Area West – Requests for Community Grants (Executive Decision)

Strategic Director: Rina Singh (Place and Performance)  
 Assistant Director: Helen Rutter (Communities)  
 Service Manager: Andrew Gillespie, Area Development Manager (West)  
 Lead Officer: Paul Philpott Community Development Officer and  
 Zoë Harris, Community Regeneration Officer  
 Contact Details: paul.philpott@southsomerset.gov.uk or 01460 260359

### Purpose of the Report

To provide an update on the Community Grant programme and to consider four specific grant applications.

### Public Interest

The Area West Committee is being asked to approve four grant applications made to the Community Grants Scheme.

### Recommendation

That members approve the following four grants:

Applicant	Project	Grant requested
StreetSpace	StreetSpace Youth Project	£5,661
Crewkerne Filmcrew	Film Club blackout curtain	£1,000
Misterton Women's Institute	Replacing kitchen items	£1,250
Iminster Arts Centre	Redecoration of the Centre	£1,550
<b>Total</b>		<b>£9,461</b>

### The Area West Community Grant Scheme

The Community Grants Scheme exists to bring forward projects to benefit communities. At present the Scheme remains one of the few sources of community grant support available in Area West.

Resulting from a publicity programme at the beginning of October 2011, a total of 31 grant application forms were requested. Following on from this successful promotion, a budget of £107,000 was approved at the Area West Committee in January. The budget is based on an estimate of project costs if members choose to award full grants to all 31 projects. It is my intention to appendix a budget table to this report each month, to detail all grants allocated and the remaining budget in the programme.

### Grant Contributions from Parish and Town Councils

The SSDC community grant policies require a contribution from Town or Parish Councils 'unless there are very exceptional circumstances'. For those applications that do not have Town or Parish Council funding we provide details of the circumstances for members to consider. It should be noted that members have discretion to decide when the circumstances are 'very exceptional', and grants have been approved previously without Town or Parish Council funding including some of the grants awarded through

the successful “Opportunities” participatory budgeting events held in Area West between 2007 and 2009.

I am at present checking the status of grant applications to Town and Parish Councils for all proposed projects. I anticipate that any difficulties with funding “windows” will cease after the beginning of the new financial year.

### **Timetable**

The first four projects were considered at the January Area West Committee. Three were approved and one deferred. A further four projects are now submitted for consideration in this report.

It is my intention that a maximum of four applications will be submitted per Committee. Every applicant group will be given the opportunity to speak in support of their project. I anticipate that all project applications should be considered by September 2012.

At the last committee, consideration was given to the suggestion that all potential applications be assessed at the same time. However, given that project proposals are at many different stages of development and the robustness of the Council's assessment criteria, it was felt on balance that monthly assessments remained the most practical option.

Given the high level of response and continued interest, no further promotion is planned at least until September 2012.

### **Financial Implications**

The budget allocation for this project is £107,000. To date £19,300 of grant funding has been approved. This leaves a remaining project budget of £87,700.

The four grants requested in this report total £9,461, which can be funded from the existing budget.

### **Grant Application Details**

#### **Assessment of Applications**

Each application has been through an assessment process against criteria laid down in the SSDC grants policy. Projects achieving a score lower than 22 are not recommended for financial support. All four applications in this report have been assessed and scored above this threshold.

The applications coming forward with financial support from their Town or Parish Councils have been given a score of 1 for contributions of up to 10% and 2 for contributions over 10%.

### **Summary**

Applications from StreetSpace Youth Project, Crewkerne Filmcrew Film Club, Misterton Women's Institute and Ilminster Arts Centre have now been assessed by the Community Regeneration Officer and the Community Development Officer. Their comments and recommendations are given below.

## StreetSpace Youth Project

StreetSpace is an innovative youth work project, which works with young people who do not engage with traditional youth services and clubs. To date, the Project has engaged with over 250 young people across Chard and Ilminster. StreetSpace was started in Chard in 2006 and the model was so successful that it was first replicated in Ilminster, before becoming a national project in 2010. Today there is a national network of thirty independent linked StreetSpace projects. A link to the website is provided in the background papers to this report.

StreetSpace Youth project is part of the Frontier Youth Trust. This is a national faith based Christian organisation working with young people. The organisation is open to all and does not have a religious component within its work.

The organisational model is based on supporters providing a monthly gift to the project of £25 per person. A target of 100 monthly supporters generates the funds to provide one full time worker. Examples of existing projects include Cheltenham and South Molton. Working towards this funding model, StreetSpace in Chard and Ilminster anticipate a position of financial self sufficiency by 2014.

StreetSpace received Area West grant support for the Chard Skate Park under the Opportunity Chard Scheme in 2009 and 2010.

StreetSpace are now seeking grant support for a project with three components that will run from April 2012 to April 2013 in Chard and Ilminster.

The project is divided into three components

<b>Activity</b>	<b>Cost</b>
Meals and Meetings: Engaging with young people	£9,099
Zine: Young leaders programme	£6,042
Watch this Space: Community newsletter	£1,247
<b>Total Cost</b>	<b>£16,388</b>

### Meals and Meetings:

This project will engage with 45 young people per month in Chard and Ilminster. These meetings lead to events planned by the young people, throughout the year. The young people will choose the locations for meals and meetings. These are normally held in a local restaurant.

The central event is a community day to be held this year on July 14th. Two years ago this attracted 600 young people. Last year, in a different format, it attracted 250 young people. This year they project the event will also attract 250 young people.

This component of the programme will also include the purchase and installation of two benches at Chard Skate Park to provide seating away from the skating area.

### Zine:

This project will provide leadership development training to at least 5 young people, based on the StreetSpace adult volunteer training package. This will give StreetSpace the capacity to expand their programmes with trained volunteers.

**Watch this Space:**

StreetSpace have recognised that their previous achievements have often received limited publicity in the area. This project will create an information package to provide regular updates to the community, on the projects and achievements of the young people they work with.

StreetSpace also plan to take 6 - 8 young people to Romania with the Chard linked charity Project Romania, to build a pharmacy at a community centre. The young people will undertake fund raising for all their expenses. No funding for this project has been sought from the Area West Community Grant Scheme.

Streetspace have to date raised £5,667 and have a further £5,060 in grant applications and fundraising events to be confirmed. They are looking to South Somerset District Council for a grant of £ 5,661.

<b>Funding Source</b>	<b>Amount</b>	<b>Status</b>
Chard Parish /Town Council	307	Confirmed
Chard Parish / Town Council *	960	Pending (March 2012)
Own Funds	460	Confirmed
Yarlington Housing	1,000	Confirmed
Gooches Charitable Trust	1,000	Confirmed
Frontier Youth Trust	2,000	Confirmed
O2 'Think Big'	900	Confirmed
O2 'Think Bigger'	2,500	Pending (April 2012)
Young People Fundraising	1,600	Pending (April 2012)
SSDC	5,661	
<b>TOTAL</b>	<b>£16,388</b>	

\*StreetSpace is at present in consultation with Ilminster Town Council to agree future joint projects, similar to the Chard skate park. StreetSpace will be seeking project funding from Ilminster Town Council when the details have been finalised.

The Community Development Officer has assessed the application and the project has reached an overall score of 31 as outlined in the table below.

<b>Category</b>	<b>Score</b>	<b>Maximum</b>
Target Groups	6	7
Project	4	5
Capacity of Organisation	14	15
Financial need	4	7
Innovation	3	3
<b>Total</b>	<b>31</b>	<b>37</b>

The project meets the following corporate priorities:

- 4.1 Deliver positive activities for children, young people (especially those at risk of exclusion or offending) and families.
- 4.22 Sustainable local community

The Community Development Officer recommends that the grant be awarded in full.

### Filmcrew Film Community Group

Filmcrew are a community film group based at Wadham School in Crewkerne. Established in 2009, the club provides film shows for the population of Crewkerne and the surrounding district, as the nearest commercial cinema is 10 miles away. The club is of particular benefit to those members who do not wish or are unable to travel this distance to see a film.

The club is growing rapidly having increased its membership by over 50% in the last year. At present it has 126 members and is advertising to attract more. The club has 12 volunteers and a committee of 9. It is a member of the British Federation of Film Societies.

Their grant application is towards the cost of a set of blackout curtains for the school auditorium. This will improve the quality of the presentations, which will in turn continue to attract new members. The additional membership fees will then help to ensure the future sustainability of the club. Wadham School will also benefit from use of the curtains for their productions. The group is independent of the school. Although Wadham students are eligible, none have joined so far.

FilmCrew and Wadham School have together raised £1,250. They are looking to South Somerset District Council for a matching grant of £1,250.

Funding Source	Amount	Status
Parish /Town Council *	250	Pending
Own Funds	625	confirmed
Wadham School	625	confirmed
SSDC	1,000	
<b>Total</b>	<b>£2,500</b>	

\*The applicants have applied to the Town Council for a grant and the outcome is pending

The Community Development Officer has assessed the application and the project has reached an overall score of 30 as outlined in the table below.

Category	Score	Maximum
Target Groups	5	7
Project	4	5
Capacity of Organisation	15	15
Financial need	3	7
Innovation	3	3
<b>Total</b>	<b>30</b>	<b>37</b>

The project meets the following corporate priorities.

- 3.18 Deliver community based activities
- 4.1 Deliver positive activities for children, young people (especially those at risk of exclusion or offending) and families.
- 4.22 Sustainable local community

The Community Development Officer recommends that the grant be awarded in full.

### **Misterton Women's Institute**

Misterton WI owns a small community hall in the centre of the village. The building consists of a hall, kitchen and toilet facilities. As well being used by the Women's Institute for their regular meetings and events like coffee mornings and luncheon clubs, the hall is also used by a wide variety of local groups for various activities, these include:

Misterton Gardening Club  
 Pilates  
 Zumba  
 Parish Council Meetings  
 University of the Third Age  
 Tennis Club  
 Misterton School  
 Private hire for parties and wedding receptions.

In April 2011 the Women's Institute set up a monthly luncheon club because feedback obtained through the Parish Plan had shown that villagers wanted more social activities for the older members of the village. The Luncheon Club has proved very popular with approximately 25 – 30 people attending the first few but it now attracts a minimum of 40 people each month. Due to the success of the monthly Luncheon Club the W.I. holds additional events on occasions like Christmas and the Royal Wedding when they often have to cook for 50 people.

The success of the Luncheon Clubs has demonstrated how inadequate the current kitchen at the WI Hall is for coping with such events. The kitchen is very old and the old cooker cannot cope with providing meals for such a large number of people. The WI would like to purchase a new cooker with a double oven and a larger hob that can accommodate a larger number of pans and roasting tins. The cooker would also need a hood with an extractor fan and grease filter. The WI also need a new fridge freezer that can accommodate all the extra food that is needed to run the luncheon club. In addition the women at the WI find that they need to bring in cutlery and serving dishes from home to help accommodate everybody and would therefore like to purchase a few ancillary items to help top up their current stock.

### **Costs**

This grant request is for £1,250 to buy a new cooker, cooker hood, fridge freezer and much needed smaller items such as cutlery, crockery, serving spoons, roasting tins and tea towels.

<b>Item</b>	<b>Cost</b>
Cooker	£1,100
Cooker Hood including fitting	£400
Fridge Freezer	£260
Ancillary equipment e.g. cutlery, crockery, baking tins etc	£740
<b>TOTAL</b>	<b>£2,500</b>



The WI has confirmed that they will use £1,250 of their own funds to help purchase these items. They are asking the District Council for a grant of £1,250, which is 50% of the funds.

<b>Funding Source</b>	<b>Amount</b>	<b>Status</b>
Own funds	£1,250.00	Confirmed
SSDC	£1,250.00	
<b>Total</b>	<b>£2,500.00</b>	

Please note that the Parish Council have not been asked for a grant towards this project but the Parish Council do help support the WI Hall by regularly hiring the facility for their monthly meetings. This brings in an annual income of £180, in addition the Parish Council has recently awarded the WI a grant of £150 towards a notice board that displays community notices outside the hall.

The Community Regeneration Officer has assessed this application and the project has received the following score:

<b>Category</b>	<b>Score</b>	<b>Maximum</b>
Target Groups	3	7
Project	3	5
Capacity of Organisation	12	15
Financial need	3	7
Innovation	2	3
	<b>23</b>	<b>37</b>

### WI Hall Corporate Priorities

3.11 Quality of life for older people – the kitchen is used to produce sociable lunches for older people in the village.

3.18 Individuals and communities enjoying healthier and more active lifestyles by volunteering

The Community Regeneration Officer recommends that the grant be awarded in full.

### Iminster Arts Centre

Iminster Arts Centre is based in an old chapel in the centre of town. In September 2010 a new team of trustees and volunteers took over the management of the arts centre and have produced a robust 3 year business plan and have scheduled a programme of improvements.

Over the past 18 months the Arts Centre has been putting on a much wider range of arts based activities that appeal to a broad range of people within the community and beyond into the wider area. This new approach has resulted in more people visiting the Arts Centre both to use the facilities (2,500 more people have visited compared to the same period last year), and more people have volunteered to get involved (an increase from 40 in September 2010 to 85 in November 2011).

The Arts Centre now wants to improve the appearance of the inside of the building by giving it a much needed paint. The building has not been decorated for many years and as a result it looks shabby inside with discoloured and marked walls, which look unattractive to visitors and all users of the building. By redecorating the space the Trustees would like to create a bright airy space that is attractive and welcoming to all visitors and users of the building.

The Arts Centre is located inside an old chapel with very high ceilings, as a result they need to employ the service of a professional decorator with necessary scaffolding to paint the higher parts of the building. To help keep the costs of the decorating to a minimum volunteers will carry out the painting at lower levels.

Altogether the cost of decorating the building will be £3,050, which are detailed below.

<b>Item</b>	<b>Cost</b>
Professional decorator	£2,700
Paint & material for volunteers	£ 350
<b>TOTAL</b>	<b>£3,050</b>

The Arts Centre is asking for a contribution of £1,050 towards this project, which works out at just over 50% of the actual monetary costs involved, as detailed below.

<b>Funding Source</b>	<b>Amount</b>	<b>Status</b>
Own funds	£1,500	Confirmed
SSDC	£1,550	
<b>Total</b>	<b>£3,050</b>	

Please note that there is also an in-kind contribution from the Arts Centre towards this project. Volunteers will be painting the lower part of the walls and it is estimated that the volunteers input will equate to one person painting for 8 full days. Such a contribution would work out at approximately £800. When you take into account the volunteers in-kind contribution this means that SSDC are actually being asked for a 40% contribution towards work.

Because of the timing of when the SSDC Community Grant was launched (October 2011) there has not been an opportunity for the Arts Centre to approach Ilminster Town Council for a contribution towards this project. The Town Council makes a decision on its annual grants in June and therefore it was too late for the Meeting House to apply for a grant in this financial year.

The Community Regeneration Officer has assessed the application and it has received the following score:

<b>Category</b>	<b>Score</b>	<b>Maximum</b>
Target Groups	5	7
Project	3	5
Capacity of Organisation	13	15
Financial need	3	7
Innovation	2	3
	<b>26</b>	<b>37</b>

## Arts Centre Corporate Priorities

1.11 A vibrant and sustainable market town – the Arts Centre adds to the vibrancy of Ilminster by attracting people into the town for exhibitions and performances.

3.18 Individuals and communities enjoying healthier and more active lifestyles by increasing engagement with the arts through workshops such as knitting, reading groups, concerts and exhibitions.

4.16 – Empowered community where everyone takes part in shaping their community – the Arts Centre has 80 volunteers all involved in shaping the way the centre is run for the community

4.22 – Sustainable local communities – the arts centre is increasing the number of people involved in volunteering

The Community Regeneration Officer recommends that the grant be awarded in full.

## Carbon Emissions & Adapting to Climate Change Implications (NI 188)

Support for Crewkerne Filmcrew Film Club may reduce car journeys to other towns to visit the cinema.

## Equality and Diversity Implications

Misterton Women's Institute and Ilminster Arts Centre both provide disability access facilities.

**Background Papers:** *Community Grant Criteria*  
([www.southsomerset.gov.uk/communities/funding-for-your-group-or-project](http://www.southsomerset.gov.uk/communities/funding-for-your-group-or-project))  
*Grant applications on File*  
*AW Committee March 2011 Capital Grants*  
*Frontier Youth Trust (www.fyt.org.uk)*

## Appendix 1

### Community Grant Programme Financial Position

		Programme Budget	£ 107,000
Project	Grant approved	Grant Allocated	Balance
Combe St Nicholas Village Hall	£8,500 (Jan2012)		£98,500
Hinton St George Community Shop	£6,000 (Jan 2012)		£92,500
Hinton St George Village Hall and Playing Field	£4,800 (Jan 2012)		£87,700
Crowshute House Chard	£2,200 (Deferred)		

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## 8. Promoting Crewkerne and Ilminster (Executive Decision)

*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Director:* Helen Rutter, Communities  
*Service Manager:* Andrew Gillespie, Area Development Manager (West)  
*Lead Officer:* Zoë Harris, Community Regeneration Officer (West)  
*Contact Details:* zoe.harris@southsomerset.gov.uk or 01460 260423

### Purpose of the Report

To inform members of partnership work taking place in both Crewkerne and Ilminster to promote the towns to visitors and to recommend financial support that will enable this project to progress.

### Public Interest

Representatives from the Local Information Centres, Town Councils, tourism businesses, Chamber of Commerce and Crewkerne Museum are working with the Area West Community Regeneration Officer together to help promote Crewkerne and Ilminster to potential visitors in 2012 and beyond.

### Recommendations

That members:

- (1) note the content of the report;
- (2) agree to the allocation of £10,480 towards the promotion of Crewkerne and Ilminster to visitors as detailed in the report.

### Background

The desire to attract more visitors to the two market towns was originally identified in the community plans carried out by both the Ilminster Forum and A Better Crewkerne and District (ABCD). Since the publication of their community plans both these groups have successfully completed projects that have been beneficial to the visitor economy:

- Walking leaflets in both Crewkerne and Ilminster
- Visitor boards in Crewkerne and Ilminster
- Heritage trail booklet in Ilminster
- Shoppers boards in both Crewkerne and Ilminster
- Improved pedestrian link in Crewkerne town centre

In the summer of 2011 the Regeneration Officer, along with representatives from both Crewkerne ABCD and Ilminster Forum attended a Destination Marketing workshop delivered by Hidden Britain, an organisation that describes itself as one that

“Helps people share what they love about where they live to ensure long term economic and social benefits for the whole community”.

The workshop provided detailed information about different marketing techniques that local groups could use and included a number of case studies of market towns that have

successfully used a partnership approach to promote themselves. The central themes from the day were:

- People need to work together to promote their town
- They need to recognise and agree the main assets of their area
- The successful “offer” tells visitors who you are and why they should choose you
- A strategic approach is needed to plan successful promotional activities
- Identifying the target audience is essential
- The local marketing effort should only focus on one or two objectives at a time

The training was very informative and it was agreed that an adapted version of this workshop should be held in each of the two towns. In September 2011 a wide range of people associated with the tourism economy were invited to attend a workshop in Ilminster and similarly in Crewkerne. Identical workshops were delivered in each town with the same set of questions being asked to get the attendees thinking about why people would want to visit their town. People were also asked to come up with ideas to help promote their town to their target audience. After the workshop each town set up a smaller working group to formulate and progress some of the ideas that had been generated.

### Ilminster

The Ilminster working group is made up of representatives from the Ilminster Forum, the Chamber of Commerce, accommodation providers, the Town Council and the Area West Community Regeneration Officer. This group took the results gained from their workshop and agreed that the key assets for Ilminster were:

- Good quality independent shops and accommodation.
- Great location being very close to good road network, easy to get to and a great base for exploring the south west.
- Beautiful countryside with lovely landscapes surrounding the town.

Ilminster identified their target audience as people interested in having a relaxing break. Generally this target audience like to meander around market towns stopping for coffee, lunch and some leisurely shopping, they also enjoy relaxing activities like walking and cycling. In addition they will spend time and money eating out and visiting food and drink producers and suppliers, gardens and National Trust properties. The group also acknowledged that Ilminster is well placed for business travellers and that the key assets of location and quality would also appeal to the business market.

To promote the identified assets to their target audience the Ilminster group have chosen to come up with a marketing brand for the town and surrounding area that can be used by all relevant businesses and organisations. The brand will feature a logo with strap line both of which reflect the key assets and appeal to the target audience.

The main focus of the brand will be a new website aimed primarily at tourists, the design of which will appeal to the target audience. In addition they want to produce a brochure that will be distributed to Cartgate Tourist Information Centre and others on the A303. The brochure will appeal to people who do not use the Internet but it will also direct those who do to the website for further information.

Both the groups in Crewkerne and Ilminster would like to produce A4 sized map pads that incorporate a street map of the town on one side highlighting where essential buildings and points of interest are. On the other side there will be a wider map of the

area which will incorporate the coastline, again this will highlight attractions and other useful places. These map pads will be distributed to relevant establishments in and around each town such as the LIC, Community Office, Hotels and other accommodation providers.

The LIC and tourist businesses in the town have commented on the need for postcards of Ilminster as these currently do not exist. The group would like to take some of the photos that will be commissioned and have them made into postcards to put on sale in local businesses and at the Local Information Centre.

Costs are:

Item	Amount
Photographs for use on publicity materials	£2,000.00
20 page A5 Brochure	£1,370.00
Brochure distribution	£500 00
Design & printing of 100 A4 map pads	£815.00
Postcards 1000	£55.00
Website	£1,000.00
Website optimisation	£150.00
Website hosting & domain name for 2 years	£270.00
<b>TOTAL</b>	<b>£6,160.00</b>

Funding for this will be made up in the following way:

Funding source	Cash amount	Status
Ilminster Forum	£1,000	Confirmed
Ilminster Town Council	£500	Confirmed
Ilminster Chamber of trade	£250 - £500	To be decided
<b>Sub Total</b>	<b>£1750 - £2000</b>	
SSDC	£4160	
<b>TOTAL</b>	<b>£6160</b>	

Ilminster Forum are responsible for managing the project budget on behalf of the working group.

In-kind contributions

In addition to the costs a substantial amount of in-kind contribution will be made to this project. The working group includes people with the skills and experience in marketing and design and they have produced the strap line and logo free of charge, in addition volunteers will be producing the text and design work for the website and brochure. The upkeep and maintenance of the website will be carried out free of charge by volunteers in the Ilminster Forum who have the IT skills to easily do this.

Crewkerne

The group in Crewkerne is made up of representatives from the Local Information Centre (LIC) Town Council, Chamber of Commerce, Heritage Centre, local accommodation providers and the Area West Community Regeneration Officer. Crewkerne Local Information Centre is responsible for managing the project budget on behalf of the partnership.

The Crewkerne partnership identified Crewkerne's main assets as being

- Interesting history and heritage
- Friendly town
- A great location, which is easy to get to and surrounded by lovely countryside.

Like Ilminster, the Crewkerne group has also identified their target audience as people who are interested in exploring the surrounding countryside, visiting National Trust properties, walking, pottering around market towns and going to the coast. They also recognise that Crewkerne makes a good base for people wishing to explore Devon, Dorset and Somerset.

As Crewkerne Local Information Centre already has a website aimed at visitors to the area, the Crewkerne group are primarily asking for financial assistance with printed materials to help promote their town.

The Crewkerne group have opted for a large foldout to A3 leaflet incorporating a street map, information and photos about the town and surrounding area. In addition they require map pads and postcards and some money to promote the existing website and improve its ranking on Google.

### Costs

Item	Cost
Printing of 1000 A3 leaflets	£1,000
Photographs for use on leaflet and website	£2,000
Distribution of leaflets	£300
Website optimisation	£150
Design & Printing of 100 A4 map pads	£815
Postcards	£55
<b>Total</b>	<b>£4,320</b>

### Funding

Funding source	Cash amount	Status
A Better Crewkerne & District	£250	Confirmed
Crewkerne Town Council	£200 (for leaflet)	Confirmed
Crewkerne Town Council	£300 (for map)	To be decided
Crewkerne LIC	£250	Confirmed
<b>Sub total</b>	<b>£1,000</b>	
SSDC	£3,320	
<b>Total</b>	<b>£4,320</b>	

Like the Ilminster group the Crewkerne group are also contributing a significant amount of in-kind work towards this project. The leaflet will be designed by volunteers and the website will be maintained by the LIC, which is run by volunteers.

### Advertising

Both Crewkerne and Ilminster are well placed to benefit from an influx of visitors over the forthcoming holiday season. Firstly they are close enough to Weymouth to cater for people wanting to visit the Olympic sailing events. In addition the 'stay-cation' is



becoming increasingly common and the south west is the most popular place in England for people to holiday. Both Crewkerne and Ilminster are centrally located for people wanting to explore Devon, Dorset and Somerset, plus they also make good stopping off points for people travelling further west. To ensure that people outside the area are made aware of the benefits of the area it is important to use strategically placed advertising to signpost them to the websites of Crewkerne and Ilminster. It is proposed that £3,000 is allocated towards advertising the market towns in appropriate national publications. The Area West Community Regeneration Officer will manage the budget directly for this element of the project.

### **Financial Implications**

The recommended allocation of £10,480 towards this project can be met from existing budgets.

### **Implications for Corporate Priorities**

1.11 A vibrant and sustainable Yeovil, Market Towns and rural economy

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

Not applicable.

### **Equality and Diversity Implications**

Every effort will be made to ensure the promotion of visitor offer(s) arising from this project is as wide as possible and in accessible formats.

**Background Papers:** None.

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## 9. Update on Somerset County Council's Proposals for Bus Subsidy Reductions

Strategic Director: Rina Singh (Place and Performance)  
 Assistant Director: Martin Woods (Economy)  
 Service Manager: Andy Foyne, Spatial Policy Manager  
 Lead Officer: Nigel Collins, Transport Strategy Officer  
 Contact Details: nigel.collins@southsomerset.gov.uk or (01935) 462591

### Purpose of the Report

To update members on Somerset County Council's proposals for bus subsidy reductions, the potential impacts in respect of Area West and progress following South Somerset District Council's formal response to the County Council's consultation.

### Public Interest

Somerset County Council (SCC) has agreed to make savings of £1.5m by reducing bus subsidies. SCC has recently undertaken a consultation (from 12<sup>th</sup> December until 15<sup>th</sup> January) on how these cuts will be implemented and their proposed list of bus routes that will be affected. Concern has been raised by Area West members about the impact of SCC's proposals in terms of accessibility especially for rural communities. South Somerset District Council (SSDC) has made a formal response to SCC's consultation, which has suggested ways to lessen these impacts and this report seeks to update members on subsequent discussions with the County Council.

### Recommendations

That members:

- (1) note the contents of this report,
- (2) recommend that the Transport Strategy Officer continues to liaise with the County Council to endeavour where possible to lessen the impact of the impending reductions in bus subsidies.

### Background

As part of their consultation to determine the options and reductions in subsidies for specific routes needed to achieve their previously agreed saving of £1.5m SCC held a special meeting at the Brympton Way offices for District Councillors and Town and Parish representatives on Wed 11<sup>th</sup> January. A significant number of Town and Parish Councils attended and the views of this council were by and large echoed by their representatives. At that meeting the deadline for final written responses was extended to 20<sup>th</sup> January and SSDC's formal response following that meeting is attached as Appendix 1.

The main concerns encompassed in SSDC's response include:

- The lack of timing to assess and implement alternatives. The proposal advocates making the £1.5m saving in 2012/13, whereas the initial proposal was to introduce over 2 years. Introducing changes from mid-May as suggested by SCC does not give time for key stakeholders to "restructure and reshape" as recommended in

Department for Communities and Local Government (DCLG) guidance. Additionally Parish and Town councils have now set their precept for 2012-13.

- The current costs of the Taunton Park and Ride (£500,000 per annum). Other options to reduce these costs should be considered with the savings used to reduce the overall cuts in subsidies for other routes.
- Whilst education contracts (School buses) are a statutory requirement, SCC should be considering efficiency savings on these routes through greater vehicle utilisation. Similarly this should also apply to further education routes, which although not statutory are essential.
- The lack of Economic Assessment with potential knock on effect for retail and service providers and the hidden cost of getting services out to people in the rural areas.
- SCC's general approach suggests that Demand Responsive Transport (DRT) such as the Slinky or Nippybus routes could compensate for any route withdrawals (by conventional bus). However these DRT routes themselves have been earmarked for funding reductions.
- Confirmation of the amount to be received for enhancements to Community Transport following the announcement by the Parliamentary Under-Secretary of State for Transport and assurance that this funding will be used for this purpose.

Following the public consultation SCC's Transporting Somerset team (the public transport department) have been assessing responses, considering mitigating measures to reduce the impact of the likely cuts in service and preparing a final impact assessment prior to their Cabinet Member's decision on 20<sup>th</sup> February.

### Implications for routes in Area West

The routes affected in Area West should these proposals go forward are:

Service No.	Route	Days	Operator	Frequency	Proposed Subsidy reduction
N8	DRT* – offers links from the Chinnocks, Haselbury Plunknett, Hinton St George & Merriott to Yeovil	Mon – Sat	Nippybus	Approx hourly – advance booking required	16% funding reduction
N12	West Chinnock, Hinton St George & Merriott to Crewkerne	Mon – Fri	Nippybus	2 return journeys	All funding withdrawn
90	Chard, Forton, Winsham, & Clapton to Crewkerne	Mon - Sat	Stagecoach	Every 2 hours	All funding withdrawn
91	Chard, Donyatt, Iminster, Merriott, & Hinton St George to South Petherton Hospital & Crewkerne	Mon – Sat	Stagecoach	Every 2 hours	All funding withdrawn

Service No.	Route	Days	Operator	Frequency	Proposed Subsidy reduction
Chard & Ilminster Slinky	DRT* - Villages in the Chard & Ilminster area	Mon – Sat	SSVCA	08.00 to 18.00 – advance booking required	16% funding reduction

\*Demand Responsive Routes.

Whilst the DRT routes (N8 and Chard & Ilminster Slinky) should be able to pick up some journeys that are currently being made on the N12, 90 and 91, the 16% funding reductions on these DRT routes is likely to mean that the level of service would be severely limited. We are already aware of demand pressures on the Chard & Ilminster Slinky and the withdrawal of the fixed routes will exacerbate this. One Slinky minibus would not be able to serve communities either side of Chard or Ilminster simultaneously and the N8 only provides journeys to Yeovil. Clearly there is a case for the additional funding recently promised by the Parliamentary Under-Secretary of State for Transport being used for enhancements to the DRT services in this area.

### Potential Measures to reduce impact

The District Council has continued to liaise with Transporting Somerset to:

- Seek a more measured timescale for implementation to give time to put other alternatives in place.
- Consider other alternatives for routes in particular with regard to Winsham (Service 90), access from Merriott area to South Petherton Hospital especially in relation to the new South Petherton Doctor's Surgery (Service 91).
- Lobby for improvements to DRT journeys using the recent funding from the Department for Transport to ensure more comprehensive coverage, especially in those areas where traditional bus services are being withdrawn.
- Assess how their 'protected' services (Taunton Park & Ride, School and Further Education Transport) are operated to improve efficiency.

This work is ongoing and the Transport Strategy Officer will give a verbal update to the Area West Committee on progress to date.

### Financial Implications

There are no financial implications for Area West budgets.

### Corporate Priority Implications

Unless adequate measures to mitigate are in place then reductions in funding for public transport by SCC runs contra to the SSDC Corporate aims to:

- 1) Increase Economic Vitality and Prosperity.
- 2) Enhance the environment, address and adapt to climate change.
- 3) Improving the housing, health and well-being of our citizens.
- 4) Ensuring safe, sustainable and cohesive communities.
- 5) Deliver well managed cost effective services valued by our customers.

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

A reduction in the level of public transport is likely to increase the number of car journeys and subsequently also increase CO<sub>2</sub> emissions.

## **Equality and Diversity Implications**

A reduction in the level of public transport will have negative impacts on the levels of access available to South Somerset residents. Unless adequate measures to mitigate are in place there is every possibility the most significant impact will fall on those least able to afford the alternatives to the bus resulting in increased social exclusion in rural areas. People living in rural locations that belong to one of the protected characteristics under the Equality Act 2010 and rely on public transport may be more vulnerable and disadvantaged. This is particularly significant for people with disabilities, older population and people with childcare responsibilities who are mainly women. SCC should be taking this into account.

**Background Papers:**     *None*

## South Somerset District Council

### Response for Somerset County Council's consultation on Bus Subsidy reductions (January 2012)

This response summarises the concerns raised by South Somerset District Councillors, Town and Parish Council representatives at a meeting held at the South Somerset District Council (SSDC) Council offices at Brympton Way on Wed 11<sup>th</sup> January. It also includes other issues raised by both SSDC members and officers arising from further scrutiny of the proposals.

We attach the notes for the meeting on Wed 11<sup>th</sup> January (Appendix 1) and also our initial response document 'Comments & questions for Somerset County Council's (SCC) consultation meeting re Bus Subsidy reductions, which includes the SSDC Portfolio Holder's statement'<sup>1</sup> (Appendix 2). These documents should also be taken as part of the response from South Somerset District Council.

SSDC has major concerns with the proposed bus subsidy reductions. These concerns include:

#### Timescale for Implementation

The initial proposal was to introduce these cuts over 2 years, 2012/13 and 2013/14. The latest proposal advocates implementing the whole £1.5m savings in 2012/13. This is too quick. Allowing more time and a phased approach would enable greater opportunity for all parties – The County, District, Town and Parish councils as well as the bus and community transport operators to consider alternatives to “restructure and reshape”<sup>2</sup> and give time for these to be in place prior to withdrawal.

The fact that Parish Precepts have already been set for 2012/13 further constrains any mitigation measures that Parishes may wish to consider. Additionally comments we have received from bus operators indicate that they too have concerns regarding the 'one-hit' approach.

#### Taunton Park & Ride

There is concern that the current Taunton Park & Ride costs £500,000 per annum to subsidise a bespoke service when evidence suggests that these journeys do not come anywhere near break even. Other towns and cities operate through utilising journeys in the opposite direction to serve other sites and/or actually serving the Park & Ride site with other direct bus routes to the town centre. Still others look at parking charges in comparison with fares charged to ensure viability. Rather than the current operation of the Park & Ride remaining sacrosanct, SCC should consider ways of increasing the efficiency of this service and using the savings achieved to mitigate the impacts of their proposals for reductions in subsidies on other bus routes.

#### Increasing efficiency on School and Education Contracts

Whilst it is appreciated that the provision of the School Transport Network is a statutory requirement and that government guidance advocates that Further Education Transport

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<sup>1</sup> As forwarded by email on 6<sup>th</sup> January 2012

<sup>2</sup> Best Value Statutory Guidance - Department for Communities and Local Government (DCLG) September 2011

is desirable, an assessment should be undertaken to look at increasing the efficiency of the operation of these services i.e. utilising an empty school bus on its return journey to provide a link for some rural communities or operating some schools with a registered bus service rather than bespoke contracted vehicles. Additionally actually increasing the capacity of some vehicles on education contracts could be cost effective in enabling other passengers (e.g. 6<sup>th</sup> formers) to use these buses on payment of a reasonable fare.

### **Lack of Economic Assessment**

There is also concern at SCC's admission that no economic assessment been carried out to indicate the impact these cuts would have on the economy of the area. There is a potential knock on effect for retail and service providers in our towns and rural centres as well to the operators themselves in terms of depot viability and to their workforces. Impact Assessments need to be undertaken prior to any final decisions on bus subsidy reductions being approved.

Similarly the resulting hidden additional costs of getting services out to people in rural areas will need to be considered. There is every possibility the most significant impact will fall on those least able to afford the alternatives to the bus resulting in increased social exclusion in rural areas. For this reason, whilst impacts on rural areas may not be a 'protected characteristic' for Equalities Impact Assessment this should very much be the case in rural South Somerset.

### **SCC's Methodology in assessing routes**

In Option 3 SCC indicates that they are considering routes on a case-by-case basis and as such this is preferable to the alternatives presented on options 1 & 2, which appear to discriminate against either rural or more 'inter-urban' services respectively. However whilst option 3 may appear preferable no cost benefit analysis has been shown and Town & Parish Councils need to know the specifics in order to assess the impact on their residents.

In response to questions concerning the criteria used to determine where cuts would fall SCC has indicated that they considered the overall budget, costs per passenger, coverage in the area, what needs to be safeguarded and what efficiencies the operators themselves could achieve. Unfortunately no details have been given in relation to this work and complete transparency and availability of this information will be necessary if all key stakeholders are to be able to work together to "restructure and reshape".

### **Level of cuts, measures to mitigate and potential for linking with other types of service delivery**

SSDC is concerned that some routes have been identified for complete withdrawal of funding e.g. services N11, 90, 91, 5 & 8 leaving some communities completely isolated. The N11, 90 and 91 currently operate daily Mondays to Saturdays. Whilst this level of operation is desirable, reducing the number days or times operated could still achieve significant savings. Cost details in respect of subsidies have not been given, although both services 5 & 8 only operate on one day per week and such costs are likely to be extremely low. Should these be included in SCC's list for cuts?

Similarly given that the new South Petherton doctors' surgery at South Petherton Hospital is due to open in July 2012 then the proposal to withdraw funding for service 91 will have a significant impact on a number of settlements.



There is insufficient detail on how the County Council proposes to mitigate the impacts of these proposals and to restructure and reshape as per DCLG guidance where services are or likely to be withdrawn. This work should be done in advance for any final decision (See timescale for implementation above). Part of this mitigation work will presumably be using the money recently announced by the Transport Minister Norman Baker on 8<sup>th</sup> December 2011 to enhance or develop Community Transport and/or Demand Responsive Transport<sup>3</sup>.

SSDC would also like confirmation that SCC will be making a concerted effort to work with District, Town & Parish Councils to look at alternatives and that this effort will take place prior to implementation to ensure that reasonable levels of accessibility are maintained.

### **Demand Responsive Services**

The map for Demand Responsive Services (DRT) shows significant gaps in DRT provision in South Somerset, despite SCC's general approach suggesting the use of DRT to compensate where journeys by conventional bus are being lost. Yet the proposals indicate that all funding will be withdrawn for the N11 and that the other DRT routes will suffer cuts of between 10% and 16%.

It is important that a safety net is in place to ensure that residents in these areas are able to access services. It is noticeable that DRT is provided largely throughout the other districts in Somerset and a comparable level of cover should apply to South Somerset.

### **Other concerns/considerations**

The consultation makes no mention of other factors affecting local bus provision. These include:

- SCC's reduction in % of fares reimbursement to the operators from 70% to 55% of average fares
- The Government's 20% reduction in BSOG
- The impact of subsidy withdrawal on current commercially operated routes e.g. First Avon & Somerset's intention to amend both the 54 and the 30 w.e.f. 19/02/12. Does SCC have any indication of likely similar responses from other operators?

SCC refers to seeking contributions towards bus services from new housing and commercial developments. Laudable as this is, it should be recognised that such contributions are very much in the long term (The SSDC Core Strategy is projecting to 2028) and that most development of a significant scale is likely to occur in the more urban areas. The level of such contributions will also be subject to future negotiations and agreements and must be taken in context with a raft of other measures that such new development will be expected to deliver.

Similarly there seems to be reliance on the prediction that "many bus services will continue to be provided by commercial operators". No indication is given as to which routes this is likely to be or the long-term security of these routes if such a decision were to be taken by the operators. SSDC feels that a more realistic assessment would be

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<sup>3</sup> "To further support the establishment and development of Community Transport, the Government is making available £10 million to be distributed to 76 local authorities in England, outside London, by formula; this is a repeat of the *Supporting Community Transport Fund* announced in March 2011".

'some bus services' rather than 'many'. (Last year only 2 of the Sunday services and no evening services operated in South Somerset were continued following the withdrawal of subsidy by SCC [and one of those remaining routes is currently subsidised by Dorset]).

### **The Actual Consultation**

In terms of how the consultation has been carried out, SSDC has significant concerns with:

- The inappropriate and lack of timing for the consultation i.e. 5 weeks over the Christmas period.
- The difficulties in accessing the website especially when only a short timescale was allowed for responses.
- The quality of questionnaire. In particular the inability to expand sufficiently on issues i.e. Park & Ride
- Inadequate advertising of consultation process.

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## **10. Reports from Members on Outside Organisations**

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

Members are asked to notify the Chairman before the meeting if they wish to make a report.

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## **11. Area West Committee - Forward Plan**

*Strategic Director:* Rina Singh (Place and Performance)  
*Assistant Director:* Helen Rutter (Communities)  
*Service Manager:* Andrew Gillespie, Area Development Manager (West)  
*Agenda Co-ordinator:* Andrew Blackburn, Committee Administrator, Legal & Democratic Services  
*Contact Details:* [andrew.blackburn@southsomerset.gov.uk](mailto:andrew.blackburn@southsomerset.gov.uk) or 01460 260441

### **Purpose of the Report**

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

### **Recommendation**

Members are asked to:-

- (1) comment upon and note the proposed Area West Committee Forward Plan as attached at pages 26-27;
- (2) identify priorities for further reports to be added to the Area West Committee Forward Plan.

### **Forward Plan**

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

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

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

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

**Background Papers:** None.

## Notes

- (1) Items marked in *italics* are not yet confirmed, due to the attendance of additional representatives.
- (2) Further details on these items, or to suggest / request an agenda item for the Area Committee, please contact the Agenda Co-ordinator; Andrew Blackburn, 01460 260441 or e-mail [andrew.blackburn@southsomerset.gov.uk](mailto:andrew.blackburn@southsomerset.gov.uk)
- (3) Standing items include:
  - a. Quarterly Budget Monitoring Reports
  - b. Reports from Members on Outside Organisations
  - c. Feedback on Planning Applications referred to the Regulation Committee
  - d. Chairman's announcements
  - e. Public Question Time

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Background / Purpose</b>	<b>Lead Officer</b>
21st March 2012	South Somerset Local Development Framework – Draft Core Strategy	Formal consideration of responses and proposed changes	Andy Foyne, Spatial Policy Manager
18th April 2012	Streetscene Service Update	Service report on performance and priority issues in Area West	Chris Cooper, Streetscene Manager
18th April 2012	Proposed Specific Equalities Objectives for SSDC	Consultation of members by Community Cohesion Officer	Jo Morgan, Community Cohesion Officer
16th May 2012	Highways Maintenance Programme	To update members on the highways maintenance work carried out by the County Highway Authority	Mike Fear, Assistant Highway Service Manager, Somerset County Council
20th June 2012	2011/12 Budget Outturn Report	To inform members of the actual spend against budgets for 2011/12 over which this Committee exercises financial control	Catherine Hood, Corporate Accountant Andrew Gillespie, Area Development Manager (West)
18th July 2012	Historic Buildings at Risk in Area West	To update members on the status of buildings at risk in the Area	Adron Duckworth, Conservation Manager
15th August 2012	Quarterly Budget Monitoring Report	To update members on the current financial position of the Area West budgets	Catherine Hood, Corporate Accountant Andrew Gillespie, Area Development Manager (West)
19th September 2012	Asset Management Strategy	To discuss with members the principles of the SSDC Asset Management Strategy including asset transfer and the checklist now available for use.	Donna Parham, Assistant Director (Finance and Corporate Services) Andrew Gillespie, Area Development Manager (West)
Regular monthly reports	Community Grant Applications	To consider grant applications.	Paul Philpott, Community Development Officer Zoë Harris, Community Regeneration Officer Area Development (West)

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Background / Purpose</b>	<b>Lead Officer</b>
<i>To be confirmed</i>	<i>Review of Area Working</i>	<i>To consider the outcome of the Area Review</i>	
<i>To be confirmed</i>	<i>Area West Community Safety Devon &amp; Somerset Fire &amp; Rescue Service</i>	<i>Update on the work of the Fire and Rescue Service to promote fire safety</i>	
<i>Twice per year.</i>	<i>Crewkerne Community Planning Update</i>	<i>For Information</i>	<i>Zoë Harris, Community Regeneration Officer Area Development (West)</i>
<i>Twice per year</i>	<i>Ilminster Community Planning Update</i>	<i>For Information</i>	<i>Zoë Harris, Community Regeneration Officer Area Development (West)</i>

Area West Committee – 15th February 2012

## 12. Budget Monitoring Report for the Period Ending 31<sup>st</sup> December 2011

Chief Executive: Mark Williams, Chief Executive  
 Assistant Director: Donna Parham (Finance and Corporate Services)  
 Service Manager: Amanda Card, Finance Manager  
 Lead Officer: Catherine Hood, Corporate Accountant  
 Contact Details: catherine.hood@southsomerset.gov.uk or 01935 462157

### Purpose of the Report

The purpose of this report is to update members on the current budgetary position of the Area West Committee as at the end of December 2011.

### Public Interest

This report gives an update on the financial position of Area West Committee after nine months of the financial year 2011/12.

### Recommendation

Members are recommended to review and comment on the financial position of Area West Budgets as at 31st December 2011.

## REVENUE BUDGETS

### Background

Full Council in February 2011 set the General Revenue Account Budgets for 2011/12 and delegated the monitoring of the budgets to the four Area Committees and District Executive. Area West now has delegated responsibility for the Area West development revenue budgets, which include revenue grants and regeneration, the Area West Capital Programme and the Area West Reserve.

### Financial Position

The table below shows the position of revenue budgets as at 31st December 2011. This includes transfers to or from reserves.

	£
<b>Approved base budget as at Feb 2011 (Original Budget)</b>	<b>381,650</b>
General Fund to Community Justice Panel	10,000
Budget Carry forwards (£20,000 approved June 2011)	20,000
Chard Healthy Living Centre Business Rates	(2,470)
<b>Revised Budget as at 31st December 2011</b>	<b>409,180</b>



A summary of the revenue position as at 31<sup>st</sup> December 2011 is as follows:

Element	Original Budget	Revised Budget	Y/E Forecast	Favourable Variance	Adverse Variance	%
	£	£	£	£	£	
<b>Development</b>						
Expenditure	368,920	394,180	394,180	0	0	-
Income	(48,490)	(34,750)	(34,750)	0	0	-
<b>Projects</b>						
Expenditure	21,130	63,660	63,660	0	0	-
Income	(13,930)	(48,930)	(48,930)	0	0	-
<b>Grants</b>						
Expenditure	54,020	35,020	35,020	0	0	-
Income	0	0	0	0	0	-
<b>Group Total</b>						
Expenditure	444,070	492,860	492,860	0	0	-
Income	(62,420)	(83,680)	(83,680)	0	0	-
<b>Net Expenditure</b>	<b>381,650</b>	<b>409,180</b>	<b>409,180</b>	<b>0</b>	<b>0</b>	<b>-</b>

### Area Development Manager's Comments

- (1) The higher (revised) budget for both Projects Expenditure and Income in the above table is due to adjustments made following decisions made about support for the Community Justice Panel project.
- (2) The lower (revised) budget for Grants Expenditure is due to an adjustment to allow for base budget savings targets agreed in previous years but funded from the Area Reserve to be achieved.

### Budget Virements

Under the financial procedure rules the Strategic/Assistant Directors & 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)

As at 31st December 2011, the following virements had taken place since the last budget monitoring report.

Amount £	From	To	Details
2,470	Area West Projects	Finance re efficiencies savings	Business Rates budget efficiencies available

## AREA RESERVE

The position on the Area West Reserve was as follows:

		£
<b>Position as at 1<sup>st</sup> April 2011</b>		<b>54,960</b>
Less amounts transferred for use in 2011/12:		0
<b>Current balance in Reserve at 31<sup>st</sup> December 2011</b>		<b>54,960</b>
Less amounts allocated but not yet transferred:		
Underwrite Community Grants	(40,500)	
Provision for Street Market improvements (some contribution agreed in principle – subject to detail)	(14,340)	
		(54,840)
<b>Uncommitted balance remaining</b>		<b>120</b>

## 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 West.

As at the end of December 2011 the estimated spend for the Area West programme was £28,750 all of which was profiled for 2011/12. In addition there was a provision of £5,660 for the current year (which would require further approval by committee) with a further £20,000 approved in principle for future years. There was also a balance of £109,949 that was unallocated (split over the current and future years) as detailed below.

There are the following reserve schemes within the programme:

<b>Schemes</b>	<b>Provision 2011/12 £</b>	<b>Estimated Spend 2011/12 £</b>	<b>Future Spend £</b>
Markets Improvement Group	5,660		
Ilminster Community Office			20,000
Unallocated Capital Reserve		14,840	95,109
<b>TOTALS</b>	<b>5,660</b>	<b>14,840</b>	<b>115,109</b>

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

### Area Development Manager's Comments

Members are reminded that it was agreed in January 2012 to allocate £70,000 towards a budget for the community grants programme. It is anticipated that the majority of this budget will be spent in 2012/13.

That decision reduced the unallocated capital reserve from £109,949 to £39,949.

### 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 West budget was set any savings made included an assessment of the impact on equalities as part of that exercise.

**Background Papers:** *Financial Services Area West budget file*

**AREA WEST CAPITAL PROGRAMME 2011/12 - 2015/16**

	2011/12 Estimate Spend £	Actual Spend to 31/12/201 1 £	2011/12 Remaining Budget £	Future Spend £	Responsible Officer (s)	Responsible Officers comments on action on slippage and performance against targets
<b>Health and Well Being</b>						
The Neroche Project	0	0	0		A Gillespie	Funds returned to unallocated balances Area Committee November 2011
Pavilion Extension Forton Rangers Football Club	0	0	0	0	L Pincombe	Funding returned to the unallocated capital reserve (Area West Committee 21st September 2011)
Chard Football Club Floodlights	1,000		1,000	0	A Gillespie	Awaiting outcome of other fundraising.
Winsham PC Village Green and Play Area	12,500	12,500	0	0	A Gillespie	Project complete.
<b>Total Health and Well Being</b>	<b>13,500</b>	<b>12,500</b>	<b>1,000</b>	<b>0</b>		
<b>Environment</b>						
<b>Total Environment</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Economic Vitality</b>						
Snowdon Park - Mitchell Gardens Play Area	700	1,255	(555)		R Parr	Snowdon Park project is now complete and play area officially opened on the 5th August 2011.
Snowdon Park - Mitchell Gardens Section 106 contribution			0		A Gillespie	
Contribution from Residents Association	(1,700)	(1,700)	0		A Gillespie	
NET cost of Chard The Mintons	<b>(1,000)</b>	<b>(445)</b>	<b>(555)</b>	<b>0</b>		
Hinton St George Village Shop	12500	12,500	0	0	A Gillespie	Project complete.
Crewkerne Heritage Centre	2500		2,500	0	A Gillespie	
<b>Total Economic Vitality</b>	<b>14,000</b>	<b>12,055</b>	<b>1,945</b>	<b>0</b>		
<b>Total West Capital Programme Approved in Detail</b>	<b>27,500</b>	<b>24,555</b>	<b>2,945</b>	<b>0</b>		

## AREA WEST CAPITAL PROGRAMME 2011/12 - 2015/16

	2011/12 Estimate Spend £	Actual Spend to 31/12/201 1 £	2011/12 Remaining Budget £	Future Spend £	Responsible Officer (s)	Responsible Officers comments on action on slippage and performance against targets
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### Approved in Principle and Unallocated

Ilminster Community Office	0	0	0	20,000	A Gillespie	
Area West Markets Improvement Group (Nov 2010 committee)	5,660		5,660		A Gillespie	This allocation has enabled the establishment of the MIG that is now exploring options for the improvement and long term success of local Markets. Based on these, specific spending proposals will be worked up and brought to committee in 2012/13
Unallocated Programme	14,840	0	14,840	95,109	A Gillespie	£70,000 allocation to community grants budget was agreed in January 2012
<b>Total Approved in Principle and Unallocated</b>	<b>20,500</b>	<b>0</b>	<b>20,500</b>	<b>115,109</b>		

### Summary

Reserve Schemes (Approved in Principle and Unallocated)	20,500	0	20,500	115,109
West Capital Programme	27,500	24,555	2,945	0
<b>Total Programme to be Financed</b>	<b>48,000</b>	<b>24,555</b>	<b>23,445</b>	<b>115,109</b>

### Corporate Capital Programme Schemes in Area West

Community Play Scheme 2006 bid	6,000	0	<b>6,000</b>	82,000	R Parr	Majority of work complete, awaiting improvements to one item of equipment and retention sums. Blackdown View Ilminster, Furzehill Chard & Packers Way Misterton profiled for 2012/13
Youth Facilities Development 2006 bid	0	0	<b>0</b>	20,000	R Parr	Broadway, Combe St Nicholas, West and Middle Chinnock and Misterton projects under review but reprofiled to 2012/13 in the meantime.
Multi Use Games Areas	0		<b>0</b>	35,000	R Parr	Ilminster profiled for 2012/13
Grants to Parishes with Play Area	12,500	12,500	<b>0</b>	12,500	R Parr	Henhayes Crewkerne profiled for 2012/13

## AREA WEST CAPITAL PROGRAMME 2011/12 - 2015/16

	2011/12 Estimate Spend £	Actual Spend to 31/12/201 <sup>1</sup> £	2011/12 Remaining Budget £	Future Spend £	Responsible Officer (s)	Responsible Officers comments on action on slippage and performance against targets
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### Corporate Capital Programme Administered by Area West

Market Town Vision - All Areas	23,000	8,000	<b>15,000</b>	175,000	A Gillespie	Low profile in 2011/12 reflects temporary suspension of MTIG as indicated in previous reports. New Projects Programme launched in November 2011 for 2012/14 spend.
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Area West Committee – 15th February 2012

**13. Feedback on Planning Applications referred to the Regulation Committee**

There is no feedback to report on planning applications referred to the Regulation Committee.

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Area West Committee – 15th February 2012

## **14. Planning Appeals**

*Strategic Director: Rina Singh (Place and Performance)*  
*Assistant Director: Martin Woods (Economy)*  
*Service Manager: David Norris, Development Manager*  
*Lead Officer: David Norris, Development Manager*  
*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.

### **Recommendation**

That the report be noted.

### **Background**

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

### **Report Detail**

#### **Appeals Received**

#### **Written Representation**

**Winsham** – The erection of 1 no. detached dwellinghouse, land rear of 8 Fore Street – Mr. P. Loaring – 11/02070/FUL.

**Background Papers:** *Application files – 11/02070/FUL.*

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## Area West Committee – 15th February 2012

### **15. Date and Venue for Next Meeting**

The next scheduled meeting of the Committee will be held at the Shrubbery Hotel, Station Road, Ilminster on Wednesday, 21st March 2012 at **4.00 p.m.**

The Local Development Framework – Draft Core Strategy will be the only item for discussion on the agenda unless there are any planning applications that need to be determined in which case they will be considered after the Core Strategy item. To allow sufficient time for discussion of the various aspects of the Core Strategy it has been agreed with the Chairman that the meeting on that day should commence at the earlier time of 4.00 p.m.