

# South Somerset District Council

*Notice of Meeting*



## Area West Committee

*Making a difference where it counts*

**Wednesday 18<sup>th</sup> September 2013**

**5.30 pm**

**Henhayes Centre  
South Street Car Park  
Crewkerne  
Somerset TA18 8DA**

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



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The public and press are welcome to attend.

**Please note: Planning applications will be considered no earlier than 7.00 pm**

If you would like any further information on the items to be discussed, please ring the Agenda Co-ordinator, Jo Morris on Yeovil (01935) 462462  
email: [jo.morris@southsomerset.gov.uk](mailto:jo.morris@southsomerset.gov.uk)

This Agenda was issued on Monday 9<sup>th</sup> September 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

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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 Vijeh  
Martin Wale

## **South Somerset District Council – Corporate Aims**

**Our key aims 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 and 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 will commence no earlier than 7.00 pm, following a break for refreshments, in the order shown on the planning applications schedule. The public and representatives of parish/town councils will be invited to speak on the individual planning applications at the time they are considered. Anyone wishing to raise matters in relation to other items on the agenda may do so at the time the item is considered.

## **Highways**

A representative from the Area Highways Office will attend the Committee quarterly in February, May, August and November. They 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.

## **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 SSSC 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 (unless specified otherwise).

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 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 and/or 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 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.

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# Area West Committee

## Wednesday 18<sup>th</sup> September 2013

### Agenda

#### *Preliminary Items*

1. **To approve as a correct record the minutes of the previous meeting held on 21<sup>st</sup> August 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:

Cllr. Mike Best  
Cllr. Ros Roderigo  
Cllr. Angie Singleton

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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**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.**

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

*Strategic Director:* Rina Singh (Place and Performance)  
*Assistant Director:* Helen Rutter/Kim Close (Communities)  
*Service Manager:* Andrew Gillespie, Area Development Manager (West)  
*Agenda Co-ordinator:* Jo Morris, Democratic Services Officer , Legal & Democratic Services  
*Contact Details:* jo.morris@southsomerset.gov.uk or (01935) 462055

### **Purpose of the Report**

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

### **Recommendation**

Members are asked to:-

- (1) comment upon and note the proposed Area West Committee Forward Plan as attached at pages 2-3;
- (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.

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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; Jo Morris, 01935 462055 or e-mail jo.morris@southsomerset.gov.uk
- (3) Standing items include:
  - (a) Feedback on Planning Applications referred to the Regulation Committee
  - (b) Chairman's announcements
  - (c) Public Question Time

<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Background / Purpose</b>	<b>Lead Officer</b>
16 <sup>th</sup> October 2013	South Somerset Citizens Advice Bureau (SSCAB)	Presentation on the work of the South Somerset CAB.	Georgina Burton, CEO of South Somerset CAB
16 <sup>th</sup> October 2013	Historic Buildings at Risk	Confidential report to update members on current Historic Buildings at Risk cases in Area West.	Greg Venn, Conservation Officer
16 <sup>th</sup> October 2013	Blackdown Hills AONB	Reports from members on Outside Organisations	Cllr. Ros Roderigo
16 <sup>th</sup> October 2013	Blackdown Hills AONB Partnership	Report on progress.	Zoe Harris, Neighbourhood Development Officer
16 <sup>th</sup> October 2013	Crewkerne Leisure Management (Aqua Centre)	Reports from members on Outside Organisations	Cllr. Angie Singleton
20 <sup>th</sup> November 2013	Area West Development Work Programme Overview 2013-14	To present an overview of projects in the Area West Development Work Programme 2013-14.	Andrew Gillespie, Area Development Manager (West)
20 <sup>th</sup> November 2013	Affordable Housing Development Programme	To update members on the current position with the Affordable Housing Development Programme.	Colin McDonald, Corporate Strategic Housing Manager



<b>Meeting Date</b>	<b>Agenda Item</b>	<b>Background / Purpose</b>	<b>Lead Officer</b>
20 <sup>th</sup> November 2013	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
20 <sup>th</sup> November 2013	Meeting House Arts Centre, Ilminster	Reports from members on Outside Organisations	Cllr. Sue Osborne
11 <sup>th</sup> December 2013	Budget report	For Information	Andrew Gillespie, Area Development Manager (West)
11 <sup>th</sup> December 2013	Crewkerne Heritage Centre	Reports from members on Outside Organisations	Cllr. John Dyke
11 <sup>th</sup> December 2013	Crewkerne Community Planning Update & A Better Crewkerne and District (ABCD)	For Information	Zoe Harris, Neighbourhood Development Officer & Cllr. Mike Best
22 <sup>nd</sup> January 2013	Ile Youth Centre Management Committee (Ilminster)	Reports from members on Outside Organisations	Cllr. Kim Turner
<i>To be confirmed</i>	<i>Chard Regeneration Scheme</i>	<i>Report on progress.</i>	<i>Andrew Gillespie, Area Development Manager (West) David Julian, Economic Development Manager David Norris, Development Manager</i>

Area West Committee – 18<sup>th</sup> September 2013

## **7. Crewkerne Street Market (Executive Decision)**

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

### **Purpose of the Report**

To update Members on work to launch a new market in a central location in Crewkerne.

### **Public Interest**

Crewkerne market is to be re-launched in a more prominent location and managed by Crewkerne Town Council. The market will return to its former position in Market Square where it will attract more traders and be more appealing to shoppers, which will increase footfall into the town centre.

### **Recommendations**

It is recommended that Members:

- (1) Express their support for a new weekly market to be run by Crewkerne Town Council;
- (2) Agree to a grant of up to £6,000 to Crewkerne Town Council towards the cost of funding new stalls, awnings, promotional materials and advertising costs.

### **Background**

In November 2010 Area West Committee supported the setting up of the Markets Improvement Group with the remit to reinvigorate the SSDC markets in Area West and help create a vibrant market town atmosphere. At the November 2010 Committee meeting it was also agreed to allocate up to £20,000 towards the revitalisation of Area West markets on condition that a future report was brought to Committee detailing how the funds would be spent.

At the time it was envisaged that a joint approach between the three towns would bring about improvements. The detailed work that followed uncovered a variety of issues that differed with each town, highlighting the need for a more local approach to ownership and management be taken with each individual market. Since that date the Neighbourhood Development Officer has been working closely with the Town Councils in Crewkerne and Chard to facilitate a change in the future management of the markets, giving the Town Councils the power to operate them instead.

### **Crewkerne Market**

Crewkerne market is one of the oldest Charter markets in England with a mention in the Domesday Book. Although SSDC has been managing the Wednesday market in Crewkerne for many years, the Market Charter is held by the New Rotary Club and SSDC pays them a licence fee to operate the market.

As part of the redevelopment that brought the Waitrose Store to Crewkerne, the Wednesday market was moved from a central position to the edge of South Street Car park, where it received little footfall and dwindled to just one stall. By July 2012 it was decided that the support of the SSDC Markets Supervisor could no longer be justified. Since that date the one remaining market trader has been supported by staff from the Crewkerne Community Office.

Market traders have told the District Council they would like to attend a market in Crewkerne, if it was held in a location where they could take enough money to make it worth their while. After many months of negotiation, in meetings brokered by the Neighbourhood Development Officer, there is now agreement on a more suitable central location.

It has now been established that the market can be relocated to Market Square, where it last used to operate in the late 1990s. Negotiation with Somerset County Highways and the bus companies are well advanced and a temporary closure of the road to the western side of Market Square will take place on market day. This will create a good size car free space for approximately 15-20 market stalls and shoppers will be able to browse and buy goods in safety, away from parked cars or passing traffic.

The road closure in Market Square will mean buses will not be able to use the bus stop located outside the Kings Arms pub. That bus stop will be temporarily relocated every Wednesday morning. Bus operators have agreed the following arrangements:

- First Bus 47 to Yeovil will stop at the Market Street end of the square. A temporary Bus Stop sign will be positioned at this location every Wednesday morning by the Town Council;
- Stagecoach 99/99A to Yeovil will now stop outside Sassies clothes shop in Church Street. Somerset County Highways will erect a bus stop sign here.

The work to find a new home for Crewkerne Market has been carried out in partnership with Crewkerne Town Council on the understanding that they will be responsible for the operation of the market in future. Crewkerne Town Hall is located in Market Square and the Town Council have the staff in place to manage a market. A similar arrangement is already in place in Chard, where the Town Council have been successfully running the market since September 2012.

Work is currently underway to set up and launch the new market in Crewkerne this autumn. As this is in effect a new market it is essential that a good range of traders are attracted that complement the existing retail offer in the town. In addition it is important to ensure that the market looks attractive and encourages people to visit Crewkerne, to not only shop in the market but also with the other retailers in the town centre.

To help create an attractive market in Crewkerne, the Town Council wish to buy some new stalls and canopies that will be made available to producers, traders and local charities to use. This will ensure that the market not only looks appealing but it gives potential new businesses and charities the opportunity to try out a pitch without having to go to the expense of providing their own trade stall. Offering the chance for different charities and new businesses to trade also adds variety to the weekly market, as some of these stalls will be used by different traders each week. People in and around Crewkerne will also need to be made aware that a new weekly market is being launched, so as well as the stalls and awnings there is a need for some money to be spent on advertising and promotion. This will be used to purchase some banners that can be placed in strategic locations in the town on market day, letting people know that the market is on. In addition some funds are needed to place adverts in the local press to

inform people of the new market. Research by the Area West Neighbourhood Development Officer confirms that the total cost of purchasing suitable awnings, stalls, advertising and promotional materials will not exceed £6,000. It is therefore recommended that a grant of up to £6,000 is made available for this purpose, to be paid in arrears as and when necessary items are purchased. In some respects, this could be seen as similar to a spend to save project.

### **Financial implications**

In November 2010 the Area West Committee agreed to allocate £20,000 to the AW Markets Improvement Group on condition that a report was brought to Area West detailing exactly how the funds would be spent. Since that date £1,390 was allocated to advertising and promotion of the Area West street markets in October 2011. This leaves a surplus of £18,610 remaining for work to improve the markets in Area West. If members approve the £6,000 budget proposed to support the launch of the new market in Crewkerne, £12,610 will remain for use towards the redevelopment of markets in Area West.

### **Legal implications**

As the market Charter for Crewkerne is held by an external organisation there are no legal implications in relation to Crewkerne market for South Somerset District Council.

Crewkerne Town Council has granted itself powers under the 1984 Food Act to run a street market on a Wednesday.

### **Corporate Priority implications**

Ensuring the continuation and future growth of a Crewkerne Market will give people the opportunity to start up new businesses or expand into existing markets, this fits in with Focus One of the Council Plan to have a strong economy which has low unemployment and thriving businesses.

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

Markets provide the opportunity for local products and produce to be sold and bought, thus reducing food miles.

### **Equality and Diversity Implications**

Markets have the potential to promote diversity, they enable all sections of the community, especially those on a low income to shop and set up a business.

**Background Papers:** *Area West Committee September 2012*  
*Area West Committee October 2011*  
*Area West Committee June 2011 agenda and minutes*  
*Area West Committee November 2010 agenda and minutes*  
*Audit Committee August 2010*  
*JAC West October 2009 – agenda and minutes*

Area West Committee – 18<sup>th</sup> September 2013

## **8. Area West – Reports from Members on Outside Bodies**

*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Directors:* Helen Rutter/Kim Close, Communities  
*Service Manager:* Andrew Gillespie, Area Development Manager (West)  
*Lead Officer:* Andrew Gillespie, Area Development Manager (West)  
*Contact Details:* andrew.gillespie@southsomerset.gov.uk or (01460) 260426

### **Purpose of the Report**

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

### **Public Interest**

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

### **Background**

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

Members were appointed to serve on nine outside bodies at the June 2013 meeting.

### **Reports**

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

This month the member reports are:

Councillor Dave Bulmer - Chard Museum  
Councillor Carol Goodall - Ilminster Forum (to be included within next agenda item)

### **Recommendation**

That the report is noted.

### **Financial Implications**

None.

### **Council Plan Implications**

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

***Background Papers:* None**

**Report to Town and District Councillors of a Chard Museum meeting held on 24<sup>th</sup> July 2013****Finances**

There was some mixed news that both June and July figures for paying visitors were down on last year, but the admissions income is up compared with last year. It was also stated that in the months of April/May income was up on last year. It was also stated that Donations were up on last year. It was also reported that the last District Council grant had been received and Friends subscriptions were down on last year. The treasurer stated that he will contact Friends for renewal of subscriptions before the next newsletter is issued.

**Purchases**

For some time now there has been a need to replace the scanner as it could be used with a laptop but not with the existing computer. A grant was received for the purchase of a new scanner.

**Custodians**

It was reported that the summer period was a difficult time with many volunteers being on holiday. This highlighted the need for more regular volunteers to fill the rota.

**Shop**

Shop sales were up on last year. The Chairman will look at further purchases with the Chard motto to be considered which could be purchased through the TIC.

**Communications**

There was information from "Newsquest" regarding free solar panels. However the museum was advised that as the property was owned by SSDC permission for use of the panels on the barn would be needed from SSDC. A quick decision was needed from SSDC regarding this which was not forthcoming. This resulted that the museums name being taken of the list of recipients.

**Fundraising**

It was reported that the wine tasting event was successful which included £100 donation, and the possibility of another event next year. The Guildhall Jubilee festival event received a good response and the Chairman thanked the supporters. There is also the possibility of an annual prize draw to take place in the future.

Arrangements are being made by Tony Prior for a number of Historical Health Walks to take place in August. These health walks have been funded from County Councillors Health and wellbeing budget.

This concludes my report.

Cllr Dave Bulmer  
Town and District member Chard Jocelyn ward

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## 9. Ilminster Forum

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

### Purpose of the Report

To provide an update to Members on the work of the Ilminster Forum.

### Public Interest

Ilminster Forum is a not-for profit community regeneration group, which operates in Ilminster. Since 2006 the group has developed a number of projects in their town that have helped improve the lives of residents. Those projects were identified through extensive consultation carried out for their community plan. Ilminster now needs to update their community plan to establish what residents want for their town.

### Recommendations

To note the content of the report.

### Background

Community Plans are unlike spatial plans because they do not focus on entirely bricks and mortar but instead look at the town as a whole taking into account issues such as health, work, education, culture, getting about and activities. Community Plans set out a vision for how a town or parish wants to develop and identifies the actions needed to achieve that vision.

Community Led Plans are developed in conjunction with a town or parish council but are generally led by a group of people made up of representatives from various organisations/sectors in the area e.g. local government, schools, church, businesses and voluntary groups.

There are numerous benefits to community led planning both to the town as a whole and to the individuals concerned. Community led planning:

- Encourages participation in local democracy;
- Helps with evidence for funders when you want to develop a new project;
- Enables the whole community to contribute;
- Identifies opportunities for new projects;
- Gives people the opportunity to get involved with new activities and learn new skills;
- Can be used to influence decision makers;
- Identifies where new services are needed or existing services can be improved;
- Gives policy makers a local perspective;
- Highlights issues of concern.

## **Iminster Forum and the Community Plan**

Iminster Forum is a not-for-profit organisation made up of volunteers who live and work in the town. In 2004 Iminster Forum carried out extensive consultation via public workshops, focus groups and a household survey. The consultation highlighted what issues residents felt were important and needed focusing on, in order to help make Iminster an even better place to live. The consultation results were written up into a Community Plan which was launched to the public in 2005. Since then the Iminster Forum in partnership with other organisations and with the support of the SSDC Neighbourhood Development Officer has developed a number of projects that have had a social and or economic benefit to the town. Those projects include:

- Visit Iminster – tourism promotion for the town;
- An improved library garden;
- Iminster web – the community web site;
- Traders board with map located in Tesco's car park;
- Visitors boards;
- Walks leaflets;
- Annual green awareness event;
- Stop Line Way cycle path;
- New permissive footpath;
- Heritage trail booklet;
- Swimming pool survey;
- Community buildings survey;
- Transport booklet;
- Community speed-watch;
- Setting up the Iminster Community Safety Partnership;
- Audit of street furniture & signage;
- Holiday activities for children in 2006.

## **New Community Plan for Iminster**

The evidence collected for the original community plan is now 9 years old. If Iminster Forum want to continue influencing decision makers and use the evidence to convince funders to provide grants for new projects then they need to have updated and robust evidence. In addition the Forum has developed a large number of the projects identified in the original Community Plan and they need to know from the residents what projects they would like them to focus on in the future.

Work has recently started on activities to establish what issues are important to people in the town. Once the issues of concern are identified the information will be used to inform the design of a household survey. That survey will be delivered to every household in the town to complete. The results of that survey will be used to write the next community plan and establish an action plan of new projects for the Iminster Forum to work on in future years.

## **Corporate Priority implications**

Supporting the development of a new community plan fits in with Focus Four of the Council Plan which is to ensure South Somerset has healthy and self-reliant communities where people are willing to help each other.



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

Not applicable.

**Equality and Diversity Implications**

A variety of methods are used to ensure that the views of as many people as possible are gained from the residents of Ilminster. The evidence gathered will be used by a number of voluntary and public sector organisations to develop their projects and services which will benefit a wide range of people from all sectors of the community.

**Background papers:** *AWC reports on the progress of the Ilminster Community Plan – October 2010, November 2007, April 2007, December 2006 & October 2006.  
The Ilminster Community Plan – April 2005.*

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## 10. The Community Offices Update

*Strategic Director:* Rina Singh, Place and Performance  
*Assistant Director:* Helen Rutter/Kim Close, Communities  
*Service Manager:* Kim Close, Area Development Manager (South)  
*Lead Officer:* Madelaine King-Oakley, Community Office Support Manager  
*Contact Details:* madelaine.king-oakley@southsomerset.gov.uk or (01460) 260449

### 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, 4 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 (Community). There is no reduction in the hours (10.25FTE) of the Community Support Assistants (CSA) who provide the front office service and support for the officers. There are currently 15 CSAs employed across the district.

### The Community Offices

The opening hours were changed this year to offer services at times of greatest demand. They are as follows:

<b>Chard</b>	Monday to Friday 9am to 3pm From 29 <sup>th</sup> September this <b>changes</b> to Monday to Friday 9am to 1pm, 1:30pm to 3:30pm
<b>Crewkerne</b>	Monday to Wednesday & Friday 9am to 1pm, 1:30pm to 3:30pm. Thursday 9am to 1pm
<b>Ilminster</b>	Monday, Tuesday & Thursday 9:30am to 12 noon
<b>Langport</b>	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:

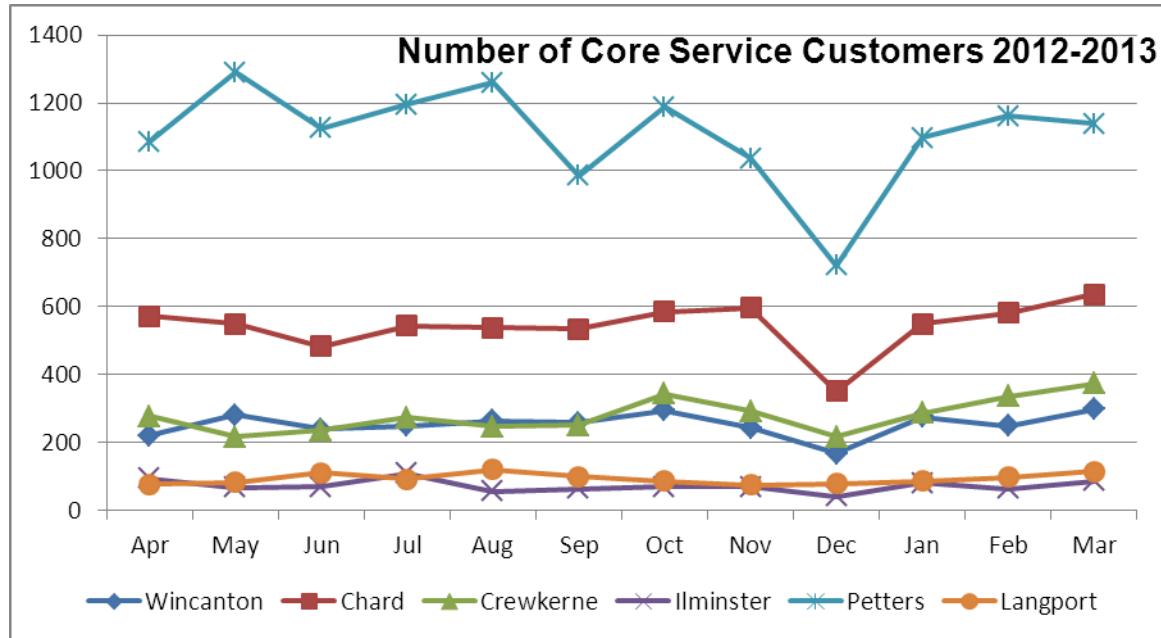
Housing and Council Tax Benefits	Receipt, verification and scanning of applications forms and evidence, general advice and guidance
Council Tax	Advice and guidance on moving in/out of area, discounts and exemptions and instalments plans, processing of payments (debit cards)
Housing	Verification of evidence
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.



**Area West**

The total number of customers at the Chard reception (often referred to as footfall) for the 2012/13 financial year was 13,559 which is a decrease from 14,807 in 2011/12. There was also a decrease at Ilminster from 1,709 to 1,468. Crewkerne increased from 8,576 to 8,713 last year. The highest proportion of work carried out by the CSAs is benefits. Significantly, in the current financial climate, all offices have seen an increase in the percentage of benefit customers. 25% of the CSA’s work in Chard were benefits, a 3% increase from 2011/12. Ilminster was 34%, also a 3% increase. Crewkerne’s percentage was 16%; an increase of 2% from 2011/12, which has the lowest percentage of benefit customers across the district. Crewkerne Town Council now provide financial support towards 40% of the Crewkerne Community Office opening hours ensuring that it remains open on Monday, Tuesday, Wednesday and Friday afternoons.

**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 West Committee Jun 2012 – Services delivered to the Community from our Front Desks 2011/2*  
*Area South Development Update report July 2012*  
*Area East Committee Dec 2012 – Area East Community Office Service – report for 2011/2*  
*Area north Committee Aug 2012 – Area North Community Office Service*

Area West Committee – 18<sup>th</sup> September 2013

## 11. Planning Applications

*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*

The schedule of applications is attached at page 18.

The inclusion of two stars (\*\*) as part of the Assistant Director's (Economy) recommendation indicates that the application will need to be referred to the 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 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 the schedule are considered to involve the following human rights issues:-*

*Article 8: Right to respect for private and family life*

- (i) Everyone has the right to respect for his 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 interest 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.*

*The First Protocol*

*Article 1: Protection of Property*

*Every natural or legal person is entitled to the peaceful enjoyment of his 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.*

**Background Papers:** Individual planning application files.

Area West Committee – 18<sup>th</sup> September 2013

**12. Date and Venue for Next Meeting**

The next scheduled meeting of the Committee will be held on Wednesday, 16<sup>th</sup> October 2013 at 5.30 p.m. at Merriott Village Hall, Merriott.

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## Planning Applications – 18<sup>th</sup> September 2013

### Planning Applications will be considered no earlier than 7.00pm.

Members of the public who wish to speak about a particular planning item are recommended to arrive for 6.50pm.

#### Members to Note:

*The inclusion of two stars (\*\*) as part of the Assistant Director's (Economy) recommendation indicates that the application will need to be referred to the 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 Regulation Committee even if it has not been two starred on the agenda.*

Page	Ward	Application	Proposal	Address	Applicant
19	CREWKERNE	13/02201/REM	Development comprising 203 dwellings, the first section of the Crewkerne link road, drainage and service infrastructure, landscape and ecological mitigation measures (Phase 1 reserved matters of 05/00661/OUT) (GR 345354/109767)	Crewkerne Key Site (CLR), Land East Of Crewkerne Between A30 And A356 Yeovil Road, Crewkerne	Taylor Wimpy Homes (Exeter)



Area West Committee – 18<sup>th</sup> September 2013

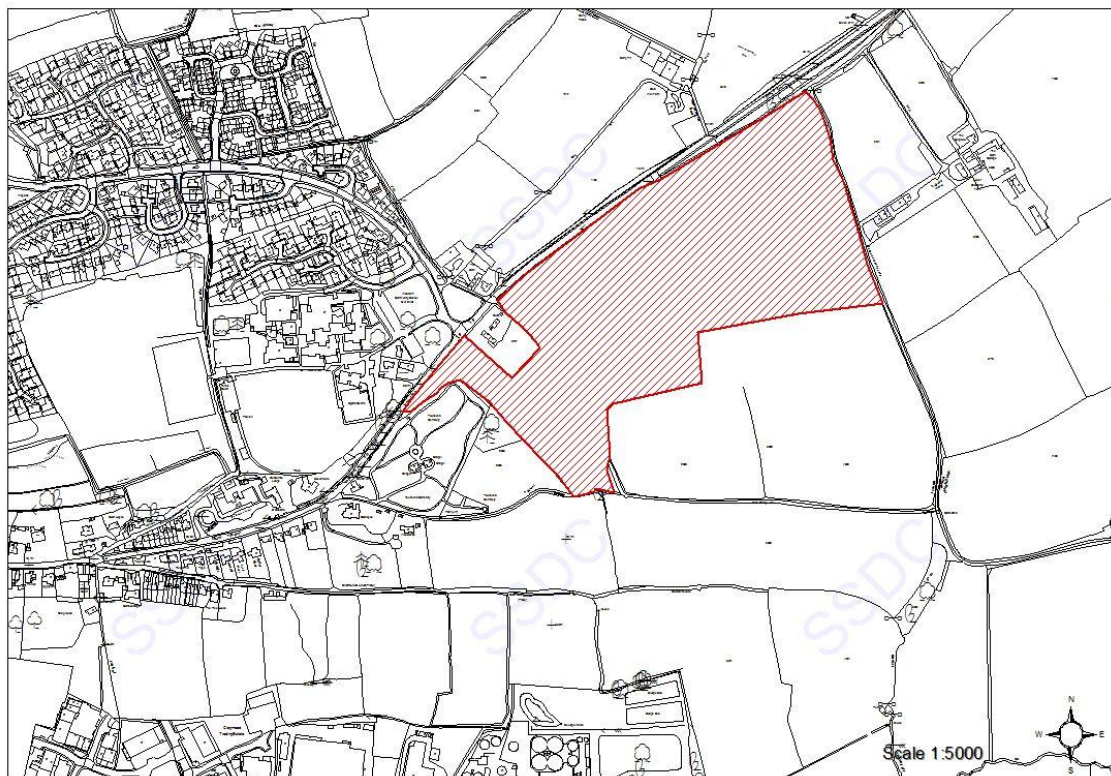
**Officer Report On Planning Application: 13/02201/REM**

<b>Proposal:</b>	Development comprising 203 dwellings, the first section of the Crewkerne link road, drainage and service infrastructure, landscape and ecological mitigation measures (Phase 1 reserved matters of 05/00661/OUT) (GR 345354/109767)
<b>Site Address:</b>	Crewkerne Key Site (CLR), Land East Of Crewkerne Between A30 And A356 Yeovil Road, Crewkerne
<b>Parish:</b>	Crewkerne
<b>CREWKERNE TOWN Ward (SSDC Member)</b>	Cllr John Dyke Cllr Mike Best Cllr Angie Singleton
<b>Recommending Case Officer:</b>	Adrian Noon Tel: 01935 462370 Email: adrian.noon@southsomerset.gov.uk
<b>Target date:</b>	2 October 2013
<b>Applicant:</b>	Taylor Wimpy Homes (Exeter)
<b>Agent: (no agent if blank)</b>	Origin3 17 Whiteladies Road Bristol, BS81PB
<b>Application Type:</b>	Major Dwlg's 10 or more or site 0.5ha+

**REASON FOR REFERRAL TO PLANNING COMMITTEE**

This application is referred to committee in accordance with the Council's scheme of delegation as it is a 'major major' application that is recommended for approval.

**SITE DESCRIPTION AND PROPOSAL**



This is a greenfield site located to the east of the town comprising of c. 12.25 hectares of land on the south side of the A30. It is bounded by the cemetery to the west, the sunken A30 with its mature trees to the north, Higher Eastams Lane to the east and open agricultural land to the south. The land is open grass land with limited hedges and slopes away to the east and south.

The site wraps round the dwelling known as The Butts, and Butts Quarry Lane, a public right of way, runs through the site. On the other side of the A30 are Eastams Hill Farm, Ashmead Road, Wadham School and agricultural land.

This application covers the first of 2 phases of residential development and comprises 203 dwellings and associated open space and infrastructure including:-

- A 'Green' and a 'Square' within the development;
- An attenuation pond as part of the drainage scheme in the northeast corner;
- Open space around the attenuation pond linking into the development by an open 'Combe';
- Parking and access arrangements.

The application is supported by:-

- Drawings to show the house types;
- Details of all boundary and hard surfacing materials;
- A detailed drainage strategy;
- Landscape and ecology management plan;
- Highways details;
- A Design and Access Statement;
- A Statement of Community Involvement;
- An Arboricultural Constraints Report.

The houses would be predominantly 2-storey, with 11 3-storey houses and a 3-storey apartment block and 27 2½-storey houses. There would be:-

- 34 four bedroom houses;
- 96 three bedroom houses;
- 64 two bedroom houses (including 18 'flats over garages' (FOGs));
- 9 one bedroom flats;
- A total of 499 parking spaces.

The materials would be a mix of brick, render and stone with tiled and slated roofs.

## **PLANNING HISTORY**

**05/00661/OUT** Outline permission granted (04/02/13) for comprehensive development of 50 hectare site between the A30 Yeovil road and the A356 Misterton road Local Plan comprising:-

- 525 dwellings, including 17.5% affordable housing;
- Employment land for a range of employment uses;
- A local centre, including a convenience store;

- A primary school site;
- Open space and structural landscaping;
- Balancing ponds/attenuation areas to manage surface water;
- A new link road between the A30 and the A356;
- Detailed design of the new junctions with the A30 and A356;
- A dormouse bridge over the link road, to be linked to the habitat to the west of the site and the open countryside to east by additional planting to enable a 'wildlife corridor' to be maintained across the site;
- Badger mitigation proposals;
- On-site footpaths and cycle ways and enhanced links to the town centre.

An associated S106 agreement provided for a detailed package of planning obligations. These were agreed following an 'open-book' appraisal of the viability of the scheme by the District Valuer and covered:-

- the completion of the link road through the site, between the A30 and the A356, prior to the occupation of the 200<sup>th</sup> house or within 4 years of the occupation of the 1<sup>st</sup> house, whichever is sooner;
- the completion of the link between the new link road and Blacknell Lane prior to the occupation of 1,000m<sup>2</sup> of employment space or within 4 years of commencement of the employment land or within 7 years of the first occupation of any dwelling, whichever is sooner;
- the delivery of 17.5% of the housing as affordable homes for 'social rent' to the satisfaction of the Strategic Housing Manager and to require the developer to make 'best endeavours' to seek additional funding to raise the proportion of affordable housing;
- the delivery of the serviced school site, free of any archaeological or ecological interest, to the County Council. The school site to be developed with the potential for dual use of the buildings as a community facility;
- an education contribution of £2,000,000 as requested by the County Education authority;
- a contribution of £260,000 towards sports, arts and leisure contributions, as required by the Assistant Director (Wellbeing) prior to the occupation of any dwelling;
- for a contribution of £635,624 towards off site highways mitigation and sustainable travel planning, to include:-
  - £100,000 towards town centre improvements (upon commencement);
  - contributions to off-site traffic calming and improvements to footpath/cycle path links (prior to first occupation);
  - contributions towards bus services to serve the development (upon completion of the link road);
  - contributions towards travel planning measures for occupiers of the dwellings (in tranches upon the occupation of every 25<sup>th</sup> house);
- the provision and maintenance of on-site play areas;
- the landscaping and maintenance of c.24 hectares of 'county-park', including any landscaping necessary for dormouse mitigation measures;
- a requirement for the developer to make all reasonable endeavours to re-assess the dormouse population prior to commencement of the dormouse bridge and, if justified,

to agree appropriate alternative mitigation measures. Any cost savings to be re-allocated to the mitigation of the impact of the development on sports, arts and leisure facilities;

- the completion of the dormouse bridge prior to the completion of the link road through the site;
- appropriate badger mitigation measures as required by the Council's ecologist;
- 3 yearly review of the viability of the development throughout the construction phase with the allocation of any recovered obligations to initially uplift the sports, arts and leisure mitigation measures.

**11/02335/EIASS** Scoping Opinion issued (15/08/11) to require additional information and updates in relation to the Environmental Impact Assessment submitted with 05/00661/OUT.

**13/00650/DOC** Conditions 3 (phasing), 5 (design code), 6 (landscape and ecological management strategy), 7 (landscape planting strategy) and 8 (waste management plan) of 05/00661/OUT discharged.

**13/03563/EIASS** Environmental Screening Opinion given to confirm that additional environment assessment is not required in support of this application.

## POLICY

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

For the purposes of determining current applications the local planning authority considers that the relevant development plan comprises the saved policies of the South Somerset Local Plan where such policies are consistent with the National Planning Policy Framework.

KS/CREW/1 allocates this site for development:-

*Land between Yeovil Road and Station Road, Crewkerne, is allocated as a key site development to provide the following:*

- Approximately 14.6 hectares (36 acres) for housing, providing about 438 dwellings, including a target of 35% affordable housing;
- Site for a new primary school 1.4 hectares (3.5 acres);
- Approximately 10.5 hectares (26 acres) for employment, (classes B1, B2 and B8 of the use classes order 1987);
- Informal recreation (20 hectares/49.7 acres);
- Structural landscaping (5.0 hectares/12.3 acres);
- Link road between A30 (Yeovil Road) and A356 (Station Road), to be provided in entirety on the completion of 200 dwellings or four years after occupation of the first dwelling, depending on which is the earliest;
- Footway/cycle link to town centre;
- Appropriate contributions towards improvements to affected highway infrastructure;

- *A link road between Blacknell Lane and the proposed A30-A356 south link road to be built in its entirety on the completion of 200 dwellings or four years after the occupation of the first dwelling, whichever is the earliest.*

Also of relevance are:-

ST5 - General Principles of Development  
 ST6 - The Quality of Development  
 ST7 – Crime and design  
 EC3 - Landscape Character  
 EC4 – Impact on Ecology  
 EC7 – Networks of Natural Habitats  
 EC8 - Protected Species  
 EP6 – Construction Sites  
 EU4 – Water Services and Drainage  
 TP1 - New Development and Pedestrian Movement  
 TP2 – Travel Plans  
 TP4 - Road Design  
 HG1 - Provision of New Housing Development  
 HG7 – Affordable Housing.  
 CR2 – Provision for Outdoor Play Space and Amenity Space in New Development  
 CR4 - Amenity Open Space

### **South Somerset Sustainable Community Strategy**

Goal 3 – Healthy Environments  
 Goal 4 – Services and Facilities  
 Goal 8 – High Quality Homes  
 Goal 9 – A Balanced housing Market

### **National Planning Policy Framework**

- Chapter 1 Building a Strong Competitive Economy
- Chapter 4 Promoting sustainable transport
- Chapter 6 Delivering a wide choice of high quality homes
- Chapter 7 Requiring good design
- Chapter 8 Promoting healthy communities
- Chapter 10 Meeting the challenge of climate change, flooding and coastal change
- Chapter 11 Conserving and enhancing the natural environment

### **Other Relevant Considerations**

The proposal affects dormice, a European Protected Species', accordingly the following legislation is relevant:-

- Conservation of Habitats and Species Regulations 2010 (a.k.a. 'Habitats Regulations') (European protected animal species);
- Wildlife and Countryside Act 1981 (as amended) (All protected animal species);
- The Protection of Badgers Act 1992;
- The Natural Environment and Rural Communities Act 2006 (Section 40: '*Every public authority must, in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity*').

Section 41 lists habitats and species of ‘*principal importance for the conservation of biodiversity*’.);

- EIA Regulations 2011 (impacts to European Protected Species are considered a significant environmental effect);
- ODPM Circular 06/2005 (Biodiversity and Geological Conservation).

Somerset Parking Strategy sets out the parking standards sought from development.

The Design Code, Landscape and Ecological Management Strategy, Landscape Planting Strategy and Waste Management Plan agreed by discharge of condition of 05/00661/OUT set out the codes by which the development is to be laid out and detailed.

Enquiry By Design – The Princes Trust. Prior to the submission of the outline application this work established the parameters for the development of this site.

## CONSULTATIONS

**Crewkerne Town Council** – initial response sought clarification on the delivery of the distributor road and other highways/footpath improvements, the detail of the new access arrangements, the management of the open space, refuse storage, the parking arrangements, control over solar panels, meter boxes and satellite dishes. The applicant and local planning authority have provided a detailed response and the Town Council have confirmed that they have no objection in principle, however they require reassurance that SSDC will address their concerns.

**Highway Authority** (estate roads) – initially concerned that some parts of the proposed development are odds with the detail agreed in the Design Code agreed through the discharge of condition 5 of the outline permission. Following extensive negotiations amendments to surfacing materials, alignments of curbs, boundaries to the public realm etc. have been agreed and the highways authorities’ final comments will be reported to committee.

No objections have been raised with regard to the layout, parking provision and general highways safety issues.

**Conservation Manager** – initially concerned that some of the detailed house designs did not sufficiently reflect the Design Code and thrust of the Enquiry by Design report closely enough in a number of respects and need, mostly minor, adjustments to a number of the types. Other concerns are raised about the lack of clarity of hard surfacing and boundary treatments. It is considered that meter boxes should be eliminated from principle elevations.

The applicant has agreed to address the issues raised and the Conservation Manager’s final comments will be reported to committee.

**Landscape Architect** – notes that the information submitted in support of the application has been subject to review and agreement as part of the discharge of conditions of 05/00661/OUT. No objection is raised to the landscape and ecology management plan and it is confirmed that that the planting detail is acceptable.

**Area Engineer** – considers the submitted drainage details to be satisfactory. Notes that it is proposed that the attenuation pond would be the responsibility of a management company and advises that adoption by the County Council in their new role as drainage approval body may be a requirement.

**Wessex Water** – drainage strategy is acceptable in principle; detail will be agreed within Section 104 (Water Industry Act 1991) Agreement.

**Environment Agency** – informally confirm that they have no objection in principle, formal observations will be reported to the committee.

**SSDC Council Ecologist** – accepts mitigation measures proposed within the Landscape and Ecology Management Plan with regard to reptiles, badgers, dormice, nesting birds and bats. Concludes that the proposals will maintain the favourable conservation status of dormice in accordance with the requirements of the habitats Regulations 2010.

**Natural England** – No objection, advises that a licence will be required.

**County Rights of Way Officer** – no objection subject to works not encroaching the public right of way (the north/south section of Butts Quarry Lane).

## REPRESENTATIONS

One letter of unqualified support received.

## CONSIDERATIONS

This site was allocated for development by policy KS/CREW/1 of the adopted local plan and now benefits from outline permission for development granted earlier this year subject to a detailed section 106 agreement. This application is for the first phase of residential development of the northern part of the site, using the approved access from the A30 and would provide the first stretch of the distributor road to the top of the scarp slope at Butts Quarry Lane. Subsequent reserved matter applications will come forward in due course to cover the remainder of the site.

As a reserved matter application this proposal simply seeks approval for the layout of the development, the design, detailing and scale of the houses and the landscaping of the site. The principle of the development of this, the means of access from the A30 and the planning obligations have been established with the grant of the outline permission earlier this year. There is not considered to be any justification to revisit these matters and a screening opinion has been given to confirm that further environmental data is not required to determine this application.

Accordingly, whilst the Town Council's concerns over the delivery of the agreed planning obligations are noted, this application for the approval of reserved matters does not affect matters covered by section 106 agreements.

## Layout of Development

The outline permission for this site limits development to 525 dwellings which would create a density across the site of c.36/ha. This general level of development is reflected in the agreed Design Code for the site which is an evolution of the Masterplan put forward by the Enquiry by Design and approved as part of the outline application.

The Code creates a Street Hierarchy and Character Areas. The former comprises an 'Avenue' through the development (the distributor road) below which sit Main streets, Streets, Green Lanes and Mew Lanes. There would also be pedestrian and cycle routes. The Character Areas are split into Formal (higher density up to 45 dwellings per hectare (dph)) area and Informal (lower density, 30-40 dph) areas.

The proposed layout allows for an overall level of parking (c. 2.5 spaces per dwelling) that complies with the County Council's new parking standards. The largest houses have up to 4 parking spaces and only the 1 bedroom flats have single spaces. Where three spaces are required these are provided 'in-line'; an arrangement that the County has confirmed is acceptable.

It is considered that the proposed layout and density accurately reflect the approved design code and conform to the pattern and level of development envisaged by the Enquiry by Design. As such this aspect of the proposal complies with policies ST5 and ST6.

### **House Types**

Within the character areas and along the various street frontages the design Codes sets out the parameters for the design and height of the buildings. Within this part of the development the limited taller buildings (2 ½ and 3-storeys) would be confined to landmark buildings at focal points and key frontages, e.g. at junctions and fronting the open spaces. This is considered appropriate.

With regard to the design and detailing of the buildings the architectural code within the Design Code sets out a prescriptive set of design principles that covers roof pitches materials and detailing; chimneys; window arrangements and detailing, external materials; rainwater goods; meter boxes etc. these principles relate to the character areas and street frontages set out elsewhere in the Design Code and are considered to satisfactorily bring forward the vision established by the original Enquiry by Design.

The Council's Conservation Manager has been involved through the process and, subject to the receipt of drawings to address his initial concerns and a condition to address the siting of meter boxes, satellite dishes and solar panels (as requested by the Town Council) raised no objection. Such condition is considered reasonable and necessary to ensure the high quality design proposed is not subsequently diluted.

On this basis it is considered that the application complies with the requirements of policies ST5 and ST6.

### **Landscaping**

The landscaping of this site has been carefully planned to integrate with the site wide ecology strategy to mitigate the impact of the development on dormice. To ensure this a Landscape and Ecology Management Strategy for the whole site has been agreed by discharge of condition. This has informed the Landscape and Ecology Management Plan submitted with this application which is supported by the Council's landscape architect and ecologist. On this basis it is considered that the landscaping proposals comply with policies ST5, ST6, EC3 and EC8 of the local plan.

### **Other Issues**

Turning to other matters the following comments are offered:-

- Road Detailing – although no concerns have been raised about highways safety the highways officer has raised a number of concerns about compliance with the Design Code. Such concerns would normally be addressed through the County's adoption procedures or by condition. However in this instance it is considered important to ensure that the detail of all hard standing, boundary treatments, curb lines, materials



etc. is firmly established through the grant of a planning approval as opposed to a technical adoption process. The applicant has agreed to provide these details;

- Ecology – the details submitted with the application demonstrate that the favourable conservation status of the dormice would be safeguarded and that no undue harm would be suffered by reptiles, badgers, bats or nesting birds. A condition could be imposed to ensure compliance with the Landscape and Ecological Management Plan;

It should be noted that this application would not trigger the provision of the contentious dormouse bridge agreed at outline stage and the s106 obligation to review the need for the bridge would not be prejudiced by the approval of this application.

## **CONCLUSION**

On the basis of the foregoing it is considered that this reserved matters application adequately builds on the recommendations of the Enquiry by Design that informed the Masterplan approved as part of the outline scheme. No significant objections are raised by any consultees and the proposal has raised no objections locally. Applicants have agreed to provide all amended drawings to address the issues that have been identified. As such matters would normally be addressed by condition no further consultations are necessary and it is considered reasonable to report the receipt of these drawings to committee along with confirmation that they satisfactorily address consultee's concerns.

## **RECOMMENDATION**

That, subject to the receipt of additional drawings to address the Conservation Manager's and Highways Officer's concerns about the detailing of the proposal, approval of reserved matters be granted subject to the following conditions:-

### **Justification**

The appearance, landscaping, layout and scale of the 203 houses proposed on this part of the Local Plan allocation KS/CREW/1 is in accordance with the Design Code and the Landscape and Ecological Management Strategy approved by condition attached to the outline approval for the development of this site. The proposal provides sufficient parking and drainage to mitigate the impact of the development and would have no adverse impact on any existing resident. As such the proposal complies with the saved policies of the South Somerset Local Plan and the policies contained within the National Planning Policy Framework.

## **CONDITIONS**

1. Unless agreed otherwise in writing by the Local Planning Authority, all landscaping and associated works shall be carried out in accordance with the details, specifications and recommendations of the Landscape and Ecological Management Plan by The Richards Partnership and EAD Ecological Consultants dated May 2013 and the Arboricultural Constraints Report by JP Associates Ltd and as set out the following approved landscaping plans:- 11-05 10 B; 11-05 11B; 11-05 12B; 11-05 13B; 11-05 24A; 11-05 D/01A; 11-05 D/02A; 11-05 14A; 11-05 15A; 11-05 16A; 11-05 17A; 11-05 18A; 11-05 19A; 11-05 20A; and 11-05 21A. Such works shall be completed in accordance with the timescales set out the Landscape and Ecological Management Plan.

Reason: In the interests of visual amenity and to safeguard the ecological interest of the site in accordance with saved policies ST5 and EC3 of the South Somerset Local Plan.

2. Prior to the commencement of each dwelling hereby approved particulars of following shall be submitted to and approved in writing by the Local Planning Authority:
  - a. details of materials (including the provision of samples and the preparation of a natural stone sample panel where appropriate) to be used for the external walls and roofs;
  - b. details of the design, recessing, materials and finish (including door canopy and cill and lintel details) to be used for all new windows (including any rooflights) and doors;
  - c. details of all hardstanding and boundary treatments;
  - d. details of the rainwater goods and eaves, verges and fascia details and treatment;
  - e. Details of dormers, roof parapets and rooflights.

Once approved such details shall be fully implemented unless agreed otherwise in writing by the Local Planning Authority.

Reason: To ensure compliance with the approved Design code and to safeguard the character and appearance of the area in accordance with saved policies ST5 and ST6 of the South Somerset Local Plan.

3. Unless agreed otherwise in writing by the Local Planning Authority all aspects of the development hereby approved shall be implemented in accordance with the recommendations of the Landscape and Ecological Management Plan by The Richards Partnership and EAD Ecological Consultants dated May 2013 and the Arboricultural Constraints Report by JP Associates Ltd.

Reason: In the interests of visual amenity and to safeguard the ecological interest of the site in accordance with saved policies EC3, EC4, EC7 and EC8 of the South Somerset Local Plan.

4. Unless agreed otherwise in writing by the Local Planning Authority the surface water drainage scheme shall be implemented in accordance with the following approved drawings:- 124/501-01B; 124-502F; 124-506-05A; 124-506-06B; and 124-506-07A.

Reason: To prevent the increased risk of flooding and to provide satisfactory drainage for the development in accordance with saved policy EU4 of the South Somerset Local Plan.

5. Unless agreed otherwise in writing by the Local Planning Authority the finished levels shall accord with the details set out on the following approved drawings:- 124-3001-01; 124-3001-02; 124-3001-03 and 124-3001-04.

Reason: In the interests of visual amenity in accordance with saved policies EC3, EC4, EC7 and EC8 of the South Somerset Local Plan.

6. Prior to the commencement of each dwelling hereby approved details of any

external metered boxes to be installed shall be submitted to and approved in writing by the local planning authority. Once approved such details shall be fully implemented and not subsequently altered without the prior written approval of the Local Planning Authority.

Reason: To ensure compliance with the approved Design code and to safeguard the character and appearance of the development in accordance with saved policies ST5 and ST6 of the South Somerset Local Plan.

7. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any order revoking and re-enacting that Order with or without modification) no photovoltaic or solar panels or satellite dish shall be installed to any elevation fronting 'The Avenue' or any Main Street' as defined in the Design Code approved under condition 5 of the outline permission granted 04/02/13, ref. 05/00661/OUT.

Reason: To ensure compliance with the approved Design code and to safeguard the character and appearance of the development in accordance with saved policies ST5 and ST6 of the South Somerset Local Plan.

8. Condition to define the approved plans in light of additional drawings to be submitted.
9. Possible additional conditions as reasonably recommended by the Conservation Manager and/or the highways officer in light of the requested additional plans.

### **Informatives**

1. You are reminded of the need to comply with all relevant conditions of then outline permission dated 04/02/13 (ref. 05/00661/OUT) and the obligations set out the associated Section 106 Agreement.
  2. You are reminded that any hedgerow or tree removal that affects protected species may require a licence from Natural England.
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