South Somerset District Council

Notice of Meeting



Area West Committee

Making a difference where it counts

Wednesday 21st May 2014

5.30 pm

Horton Village Hall, Broadway Hill, Horton, Somerset. TA19 9QR

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



The public and press are welcome to attend.

Please note: Planning applications will be considered no earlier than 7.00 p.m.

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

This Agenda was issued on Monday 12th May 2014

Ian Clarke, Assistant Director (Legal & Corporate Services)

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



Area West Membership

Michael Best David Bulmer John Dyke Carol Goodall Brennie Halse Jenny Kenton Paul Maxwell Nigel Mermagen Sue Osborne Ric Pallister Ros Roderigo Angie Singleton 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 6.45 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 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 3rd 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 <u>www.southsomerset.gov.uk</u>

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 21st May 2014

Agenda

Preliminary Items

1. To approve as a correct record the minutes of the previous meeting held on 16th April 2014

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

Items for Discussion

Page Number

Area West Committee - Forward Plan1
Update Report from the Countryside Service4
Area West Development Work Programme 2014-1510
County Highway Authority Report20
Area West Committee Meeting Times Review22
Combe Wood Recreational Field, Combe St Nicholas – Assessment of nomination under Community Right to Bid (Item for information)
Scheme of Delegation – Development Control – Nomination of Substitutes for Chairman and Vice-Chairman for 2014/15 (Executive Decision)
Feedback on Planning Applications Referred to the Regulation Committee
Planning Appeals32
Planning Applications
Date and Venue for Next Meeting34

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 – 21st May 2014

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 coordinator.

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

18 th June 2014	Environmental Health Service Update	An update on the work of the Environmental Health Service in Area West.	Alasdair Bell, Environmental Health Manager
	Area West Working Groups – Appointment of Members	To review the appointment of members to various working groups.	Jo Morris, Democratic Services Officer
	Appointment of Representatives on Outside Bodies	To review the appointment of members to serve on outside organisations.	Jo Morris, Democratic Services Officer
16 th July 2014	Local Housing Needs in Area West	Service Update report	Kirsty Larkins, Housing and Welfare Manager
	Area West Community Safety Police Performance and Neighbourhood Policing	Report on the activities and achievements on neighbourhood policing and partnership working to reduce crime and the fear of crime.	Sgt. Rob Jameson
20 th August 2014	Arts & Entertainment Service Update Report	Annual Update Report	Adam Burgan, Arts & Entertainment Manager and Pauline Burr, Arts Development Officer

	S106 Obligations	6 monthly Update Report	Neil Waddleton, S106 Monitoring Officer
17 th September 2014			
15 th October 2014	Affordable Housing Development Programme	To update members on the current position with the Affordable Housing Development Programme.	Colin McDonald, Strategic Housing Manager
	Blackdown Hills Area of Outstanding Natural Beauty (AONB)	To update members on the work of the Blackdown Hills AONB since the last report to Area West Committee.	Zoe Harris, Neighbourhood Development Officer (Communities)

Area West Committee – 21st May 2014

7. Update Report from the Countryside Service

Strategic Director:	Vega Sturgess, Operations and Community Focus
Assistant Director:	Steve Joel, Health and Well Being
Service Manager:	Rachael Whaites, Countryside Manager (maternity cover)
Lead Officer:	Rachael Whaites, Countryside Manager (maternity cover)
Contact Details:	rachael.whaites@southsomerset.gov.uk or (01935) 462522

Purpose of the Report

To update members on the work of the Countryside Service across the District over the past year and on key projects for the next 6 months.

Public Interest

This report aims to provide the highlights of the Countryside Team at South Somerset over the past year, with particular reference to the rangers based at the countryside sites. It will summarise what has been completed in terms of land management and also event delivery for the public. The countryside team manage sites at Ham Hill Country Park, Yeovil Country Park, Chard Reservoir Local Nature Reserve, Sampson's Wood, Langport cycleway, Moldrams Ground Local Nature Reserve and Eastfield Local Nature Reserve.

Recommendation

That members note the report.

Across the South Somerset Countryside Sites

- The largest sites have again secured 3 Green Flag Awards all in the highest scoring brackets. Ham Hill also secured the Green Heritage Award for the second year running.
- 2013 saw a successful and extensive public events programme delivered. It was the best year we've had for numbers of participants and during the school holidays in August the team delivered a minimum of 2 events each week across the sites. We had over 11,000 people attend our events in total.
- The team has expanded their coverage on social media thanks to assistance and enthusiasm from key volunteers. The countryside team are now represented on Twitter with the 3 main sites-Yeovil, Ham Hill and Chard-with their own Facebook pages. The Facebook pages have been set up by volunteers and are regularly accessed by the ranger teams, who answer any questions that the volunteers are unable to. Yeovil Country Park now has over 1000 followers on Facebook. Social media has proved to be a great form of free advertisement for events.
- The countryside team still deliver 3 weekly key volunteer days across Chard, Ham Hill and Yeovil Country Park with a total of 1,601 volunteer days delivered in 2013. The volunteers are instrumental in delivering habitat management works across site and helping the rangers to keep on top of site maintenance works.
- The Friends groups of Ham Hill and Yeovil Country Park offer tremendous support to the countryside team-especially in getting external funding for projects and events. The Friends of Yeovil Country Park won the Western Gazettes WISH campaign in 2013 securing £5000 from Yeovil Round Table towards tree planting and the Green Hub project.

- The team continue to increase the tree stock on their sites at appropriate locations. At Ham Hill over 850 native trees were planted at Pitt Wood in winter 2013 and at Yeovil Country Park replacement trees are planned following large losses as a result of the storms in 2013/14.
- The SSDC Countryside website is due to be updated in 2014 with additional information about the smaller sites we manage and an online booking system for our events.
- Lufton Mencap College play a bigger role across the three main sites with 4 students attending the weekly volunteer teams with a supervisor. Ham Hill was given an award in 2013 by being a 'nice place with nice people' and Yeovil Country Park received an award for 'providing volunteering opportunities' for the students.
- Practical habitat management and site maintenance continues across all the sites including management of tree stock following annual tree safety surveys at all sites.
- Successful training of last year's apprentices-both achieved their ND level 2 in Environmental Conservation thanks to training & assessing from the rangers. Two more apprentices were recruited and started their training in September 2013.
- The Countryside team have continued to work towards delivery of all targets in their annual delivery plan, which is monitored by the countryside steering group.
- Shop Mobility in Yeovil, in conjunction with the countryside team, is developing two leaflets to show all ability trails at both Yeovil and Ham Hill country parks. It is hoped these will be available to the public in early spring.

Challenges over the year

- Ham Hill ranger centre was broken into in October 2013 with a number of powered tools including hedgecutters and chainsaws stolen, amounting to approximately £3000. The workshop was directly accessed through the roof by removal of roof tiles.
- Fairy doors were stolen from the Woodland Play Zone at Yeovil Country Park. Although they have no monetary value they are a popular feature with children and take a considerable amount of time to make. After a successful press campaign from the Western Gazette, they were anonymously returned.
- Two site vehicles (Kawasaki mules) at Ham Hill and Chard have been increasingly unreliable and financially draining. They have now been replaced with Polaris rangers following funding secured from District Exec.
- Stormy weather in October 2013 & December through to February 2014 have caused a large number of trees to come down across all of the sites. Trees have also been damaged with split branches and trunks causing them to be dangerous. This has resulted in a high level of work for the SSDC Arboricultural team who have had to undertake the climbing works. This has caused significant financial pressure to the budget. Damaged fence lines from falling trees have also been a cost.

Ham Hill Country Park

- The management plan for the country park has been updated, to take us into 2017.
- The grazing went out to tender in 2013 and as a result a new grazier will be taking over the tenancy at Ham Hill from April. Mr Wakely from South Petherton has had extensive experience grazing a public access site at the National Trusts Montacute estate. He will bring a mixture of sheep and some cattle onto the hill

although the cattle will be restricted to Witcombe Valley and Pitt Wood. Posters will go up on site prior to this to keep the public informed.

- Higher Level Stewardship work continues on site including putting new fence lines in and adding barbed wire to existing fences in areas where the cattle will graze.
- Communication with the local parishes has improved with regular articles included in the Hambook, which is delivered to every household in the parishes surrounding Ham Hill.
- A successful Heritage Fayre was delivered in 2013, with the public and volunteers helping to create a roundhouse frame, which was a focal point for the Fayre. The roundhouse was left in situ in the plateau fields but the roof was pulled down in January 2014. Public support on Facebook for the structure to remain means that the rangers will rebuild it, again with the help of volunteers and the public.
- The Universities of Cardiff and Cambridge completed their third and final year of digs at the back of Harveys quarry. They mostly found human remains-18 individuals have been identified, mostly adult women, dating back to first and second centuries BC. We are awaiting their final archaeological report which will interpret their findings.

Eastfield Local Nature Reserve, High Ham

- The Large Blue Butterfly project continues in conjunction with Butterfly Conservation. Over 1000 wild thyme plugs have been planted this winter and scrub clearance has continued. Grassland management with scything and grazing was carried out in the summer, with the aim to restore the site to suitable butterfly habitat.
- Natural England have confirmed a 10 year Higher Level Stewardship Agreement for the site to assist in the funding of land management.

Chard Reservoir Local Nature Reserve

- The volunteer team goes from strength to strength with six regular volunteers turning up weekly and on ad hoc days to help the ranger.
- The appropriate management of the water levels continues to attract rare bird species during migration seasons including a Grey Phalarope in October. This attracts many 'twitchers' to the site.
- The water levels continue to be well managed during the extreme rainfalls we have experienced this winter so far.
- We are seeking funding from District Exec to carry out essential works to the dam and replace the associated fence line along Chaffcombe road. If successful this work will commence in spring/summer 2014.
- The countryside team and Environment Agency delivered a 'Yellow Fish' campaign to local schools to educate them about the issues with litter going down the drains and how it can end up in the reservoir.
- Chard Countryside Day was another successful day with approximately 300 people in attendance.

Moldram's Ground Local Nature Reserve, Pen Selwood

• Great Crested Newt (GCN) and Dormouse surveys continue on site to monitor the populations of these European protected species. The local villages have also been involved, with Bourton School attending a newt survey last April.

- Vegetation has been removed from the three ponds to improve breeding conditions for GCN's.
- Advice has been given to a local landowner on management of his pond for GCN's and this work will continue with the help of local residents to identify key landowners to aid the conservation of the rarest animals.
- The local community continues to be involved with the management of Moldrams. Six volunteers are now registered for the site and they help with practical management works and surveys. A key volunteer keeps the community updated about works at Moldrams through the Pen Selwood village website.

Yeovil Country Park

- Funding has now been secured for the construction of the country park's Volunteer & Visitor Centre, which will act as a base for the rangers and volunteers, café, public toilets and an education and interpretation centre. Contracts are still being negotiated with the main contractor and it is anticipated that work will begin on construction in May, with official opening in October half term. A full press release will be issued in due course.
- Running in conjunction with the Green Hub is a Heritage Lottery Fund (HLF) project (entitled V3; InVolve, Visit and Volunteer) to employ a community ranger who will deliver events and activities from the Green Hub over a three year period. The project will also deliver biodiversity improvement projects, restoration of key features in Ninesprings valleys gardens and new interpretation for the building and wider country park with themes linked to heritage. We are hopeful of a successful second round application which will mean that the funding from HLF will be in place early 2015 and this will help to bring the new centre to life.
- The team have decided not to run the country park fayre this year (normally held in May) and instead to concentrate on trail events which have proved more popular, cheaper to run and easier to deliver. However 'Well Dressing' is back on the events list for July 2014.
- The management plan for the Country Park has been updated, to take us into 2017.
- 3-2-1 running trails have been set up in the country park in conjunction with our active lifestyles team and Run England. There are two trails, one at Riverside Walk and the other at Ninesprings which waymark a 3km circular running or walking route.
- Park Watch continues to monitor anti-social behaviour on site with a good working relationship with the local beat manager, PC's and PCSO's.

Sampson's Wood

- From autumn 2013 we entered the fifth and final year to manage the peripheral tree stock in the woods. Since the management of the tree works began, the countryside team has received fewer and fewer enquiries of concern regarding trees. The countryside team will continue to monitor the trees through annual tree safety surveys and by responding to enquiries from residents and members of the public.
- As time allows, the Yeovil Country Park volunteer team undertake woodland management activities to reduce the density of the tree stock by removing sycamore saplings and coppicing hazel.

Headlines for the next 6 months

- We are now in the development phase of a second round application to HLF which involves the recruitment of a project officer & consultants to develop the activity & education programme and design the interpretation for the V3 project. This development phase is part funded by HLF.
- Fundraising by the countryside team and Friends of Yeovil Country Park continues to support the visitor centre and V3 projects.
- The countryside service website is to be updated so that it includes information on our smaller sites such as Moldrams and will also enable online booking for our countryside events.
- The countryside events programme for 2014 has been designed and starts in February half term. The service is running 28 events throughout the year with most events concentrated in school holidays.
- New grazier on site at Ham Hill Country Park from April.
- Chard Reservoir and Yeovil Country Park are due to be assessed for the Green Flag Award with a judging visit in May, whereas Ham Hill will have a 'mystery shopper' visit this year.

Financial Implications

In 2013/14 the Countryside Service manages 650 acres of public access land comprising land designated mainly as Country Parks and Local Nature Reserves. A team of 5.8 Full Time Equivalent officers manage the sites to a net expenditure budget of £243,310. The budget includes annual income generation of £90,670.

Corporate Priority Implications

The work of the countryside service delivers for the following targets.

CORPORATE PLAN – Focus 2: Environment

- Maintain our Country Parks, optimising the use of external funding
- Continue to deliver schemes with local communities that enhance the appearance of their local areas.

CORPORATE PLAN – Focus 4: Health and Communities

- Maintain and enhance the South Somerset network of leisure and cultural facilities, optimising opportunities for external funding to promote healthy living.
- Ensure, with partners, that we respond effectively to community safety concerns raised by local people and that the strategic priorities for Policing and crime reduction in South Somerset reflects local needs.

Carbon Emissions & Climate Change Implications

The Countryside Team are aware of the challenges faced in mitigating climate change and as a team work hard to ensure that their operations have a minimal carbon footprint. We ensure that by approaching the management of the countryside sites in a traditional manner they offer the largest carbon sink for other operations.

Annually the team plants an average of 500 trees and these are always native, ensuring they are best suited to our current climate and provide the habitats with the best chance of adapting to future climate change.

By having site based rangers travel is kept to a minimum and carbon emissions kept low. Instead of heavy use of power tools the nature of the work means that a significant volunteer work force is mobilised keeping fuel consumption low.

Annually thousands of members of the public of all ages have contact with the ranger team through organised educational events; promoting wildlife, green spaces, green living, traditional countryside management and minimising your carbon footprint.

Although it is accepted that the development of a new building at Yeovil Country Park may increase carbon emissions, the building itself is designed to be low carbon through use of underfloor heating, good insulation, sun pipes and an air source heat pump. Bicycle racks will also be provided to encourage green travelling to the centre.

Equality and Diversity Implications

The countryside team work hard to ensure that the countryside sites are as accessible as possible. There are no stiles on site. An audio trail and free mobility vehicle are for hire at Ham Hill Country Park. Easy access trails are promoted at the largest sites. The website contains relevant information and assistance for planning visits and the South Somerset Disability Forum continues to advise the rangers on proposed works and projects, they also have a place on the South Somerset Countryside Steering Group.

Area West Committee - 21st May 2014

8. Area West Development Work Programme 2014-15

Strategic Director:Rina Singh - Place and PerformanceAssistant Director:Helen Rutter - CommunitiesService Manager:Andrew Gillespie - Area Development Manager (West)Contact Details:andrew.gillespie @southsomerset.gov.uk or (01460) 260426

Purpose of the Report

To present an overview of projects in the Area West Development Service Work Programme for 2014-15.

Public Interest

Area West Development works to address local community priorities in Chard, Ilminster and Crewkerne and the surrounding villages. We also provide an advice and support service for members of the public from the Chard Area Office and Ilminster and Crewkerne Community Offices. The report provides outline information on some of the project work being supported in the financial year 2014-15.

Recommendation

To note and comment on the report, highlighting any areas of concern or interest for current or requested activity by the Area Development Team.

Background

The Area West Development Team supports the Area West Committee to work with communities to influence the services that are delivered in our area and to press for improvement wherever possible. Area Committees provide a key mechanism for Councillors to represent the views of their constituents and local organisations in local decisions.

The Area priorities, together with a range of powers and functions delegated to the Area Committee by SSDC form the Area West Portfolio, held by the Chairman of the Area West Committee.

This brief report on the work of the Area West Development team provides an overview of the projects in our 2014 - 2015 work programme and further progress reports will be made later in the year.

The way we work

The SSDC Area system remains well placed to promote and enhance "localism" as a way of working, especially when this involves bringing together community led planning and neighbourhood (spatial) planning and delivery to achieve better, more efficient outcomes.

We continue to work closely with Parish, Town and County Councils, with partnerships, organisations and individuals to help make our communities better, safer places to live in, to encourage business and trade, to help develop skills and to improve the health of their citizens.

Our approach is rooted in the distinctiveness of each town and village and the different people and organisations that make each place what it is.

Every project, programme or strategy is always in response to local priorities and needs. We take a 'place first' approach that is strongly connected to the aspirations, strengths, creativity, energy, needs and drive of local people.

From this, the roles and responsibilities of those involved can be adopted generally and adapted locally to better meet local needs and to seize opportunities.

Investing our time and effort to promote networking, relationships and joint working between service providers at a local level brings about good responses to local challenges and builds capacity in the community to do more of this over time.

What we work on

We support projects in towns and villages that lead to improvement in the health and wellbeing of those living and working in Area West.

This involves creating and managing projects directly or providing planning and development support through work with other SSDC specialist service teams and external partner organisations.

It is a mixed and wide ranging portfolio that reflects both established and emerging local priorities. It also supports the four key goals of the adopted Council Plan for 2012-15:

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

The Area Budget

The budgets available to support project development and grants in Area West are made up from the revenue budget which is set annually, the area (revenue) reserve and a capital reserve which are fixed sums that we can draw down as needed and do not have to be used within a single financial year.

Members are reminded that community grants of up to £1,000 may now be made under officers' delegated authority, with the agreement of ward members.

This year the revenue budget to support community grants is £26,240.

The sums available in the reserves will vary over time depending on the ambition of the Committee and the scope of projects being developed.

The ability to underwrite proposals by "putting some money on the table" continues to be of great benefit in unlocking complex development projects, even if ultimately some of the original funds are not needed and can be "de-allocated" and then used to support other work. Examples of this include the development of local Markets and our "tapering" community grants scheme. Hence, the committee has previously agreed to the following commitments:

Area Reserve (as at 01.05.2014)

Committed but not vired yet		
Underwrite Community Grants	39,620	
Markets (Nov. 2010 Committee)	13,500	
Total	53,120	

When both of these projects are complete, I anticipate that a sizeable proportion of this reserve will remain available for re allocation to underwrite other projects.

Capital Programme

The Area West Capital Programme is attached at Appendix 1. In 2013-14 the Area West Committee agreed to offer grant aid to 7 local projects to the value of £40,492. We were able to make 6 grants to the total value of £27,992. It is anticipated that the remaining grant offer towards the Forton Community Hall project will be taken up shortly. An additional £5,250 was spent on the Pig Lane improvement project. An unallocated balance of £74,239 remains in the capital reserve.

Taken together, these budgets give the Area Team significant capacity to develop work that local members support.

Financial Implications

There are no specific financial implications arising from this report. However it should be noted that projects in the planning stage may not be fully funded. Ways in which funding can be secured are addressed as part of that planning process.

Council Plan Implications

The work and recommendations are in line with the Council Plan (2012-15). The service team considers the implications for the Council Plan when negotiating support for local projects, handling enquiries and assessing grants.

Equality and Diversity Implications

Equality and Diversity implications are now considered as part of project management. Our aim is to ensure that no-one is excluded from participating in or benefiting from any of the work we undertake on grounds of race, gender, disability, faith, age or sexual orientation.

AREA WEST CAPITAL PROGRAMME 2014/5

	2014/15 Est Spend	Actual Spend to 01/05/2015	Remaining Spend	Future Spend Excluding Slippage	Responsible Officer(s)	Responsible Officers comments on action on slippage and performance against targets
	£	£	£	£		
Capital Programme Approved in Detail						
Forton Community Association	12,500	0	12,500	0	A Gillespie	Provisional grant awarded 15.8.2012 for a Community Centre Project. 21.8.2013 grant offer extended.
Total	12,500	0	12,500	0		

Approved in Principle and Unallocated

Ilminster Community Office	0	0	20,000	A Gillespie	
Area West Markets Improvement Group (Nov 2010 committee)	5,660	5,660		A Gillespie	
Unallocated Programme	0	0	79,489	A Gillespie	Once agreed funding is shown in main programme above.
Total	5,660	5,660	99,489		

Area West Development Service Action Plan 2014/15

Action	Who	Resource	When	Outcome	Performance Measure
Provide support for the development and implementation of the Chard Regeneration Scheme, and in particular;	Andrew Gillespie/ Paul Philpott	Staff time	As agreed	Support provided to assist delivery of Town Centre and CEDA developments and any other elements of the scheme as required	Performance is reviewed by the CRS Board
Investigate opportunities to develop Stringfellow Gallery as part of town centre regeneration	Paul Philpott	Staff Time	September 2014	Options appraisal produced to inform any further work.	Decision taken about further development of potential regeneration project.
Continue to support the development of the Chard Town Team and;	Paul Philpott/ Andrew Gillespie	Staff time	On going	A financially independent Town Team with an active programme of events and activities to support business in the town centre.	Update reports to Area West Committee.
 Chard Town Team emerging projects: establish a part time admin support post. renovate the minnows pond recreation area. community garden area – Fore St. signage de-clutter project. "Meanwhile" displays for empty shop fronts, and;. 	Paul Philpott	Staff time/Portas Partner/ MTIG/ Area West Funds	Throughout the year	Town Team becomes more established as a key broker and delivery mechanism for Town Centre improvements and regeneration.	Continuation of local practical and active support for the Town Team. Significant development/completion of emerging projects

Action	Who	Resource	When	Outcome	Performance Measure
 Chard Town Team existing projects; Retail incubation through the Pop-Up shop that was opened in August 2014 Update Traders board (Bath Street) Collect info for Town Guide App and promote the app with local traders and 	Paul Philpott	Portas Funds/Partnership with Pop-Up Britain	 Initially until August 2015 Every 6 months Throughout 2014/5 	Pop-Up shop operates in Stringfellow Gallery for min of 1 year Traders board and TGA provide mobile app guides to local retail offers that can be locally managed and updated	 <u>Up to</u> 20 businesses brought to the High street. Demand and viability of Pop-up shop assessed based on business and customer take up. Traders board updated to maintain accuracy of information/retail offer TGA content well received and evidence of use established for future monitoring
Transfer of Market Charter / Chard Market Improvements/ Prepare for re location to redeveloped ACI site	Paul Philpott	Staff time	Market Charter formally transferred from SSDC to Chard TC in Summer 2014 (revised date)	Chard Saturday Market made financially viable, successful and attractive as part of Town Centre offer	Reports to Area West Committee on this long term improvement project
Facilitate "Asset Transfer" of Chard Youth and Community Centre to Existing Tenants	Paul Philpott/ Andrew Gillespie	ТВА	ТВА	Asset transfer completed	To be reported to Area West Committee
Investigate feasibility/desirability of shared Customer Service desk in Guildhall with Chard Town Council.	Andrew Gillespie/ Debbie Haines	Staff time	By September 2014	Report on Options	Report completed and informed decision taken.
Grant Support to Chard Tourist Information Centre	Paul Philpott	Within existing resource	Annual	Service Level Agreement covers promotion of Chard for visitors though the Town Centre based TIC	Through Service Level Agreement

Action	Who	Resource	When	Outcome	Performance Measure
Continue to support the community planning approach of A Better Crewkerne and District (ABCD)	Zoe Harris	Staff time	On going	ABCD supported as the local regeneration group for Crewkerne with an active programme of projects and activities	Update reports to Area West.
Assist ABCD with the preparation of a new community plan for Crewkerne	Zoe Harris	Staff time	Monthly	New Community Plan to guide local improvements	
Continue to develop destination marketing project for Crewkerne with ABCD	Zoe Harris	Staff time/Project funding in place	On going	Local development and control of marketing platform to increase visitor numbers	Report to Area West Committee
Support ABCD to deliver a "Theatre in Shops" project	Zoe Harris	MTIG (High St Innovation Funding agreed)	Performance day 31/5/2014.	Increase in footfall and vibrancy of Town Centre	Evaluation report to assess impact
Support Crewkerne Town Council with the development of Henhayes	Zoe Harris	Staff time	As needed	Henhayes is maintained as important and successful Town Centre attraction	Report to Area West Committee
Collect info for Town Guide App and promote the app with local traders	Zoe Harris	Within existing resource/Portas/ Work with Marketing Intern	Throughout 2014/15	Local ownership and management of online Guide to town attractions and local retail offers that can be locally managed and updated	TGA well received and evidence of use established for future monitoring

Action	Who	Resource	When	Outcome	Performance Measure
Continue to support the community planning approach of Ilminster Forum to furthering the economic, social and environmental well- being of Ilminster	Zoe Harris	Staff time	Ongoing	IF supported as the local regeneration group for Ilminster with an active programme of projects and activities	Update reports to Area West
Assist the preparation of a new community plan for Ilminster	Zoe Harris	Staff time	Monthly	New Community Plan to guide local improvements	Report to Area West Committee
Continue to develop destination marketing project for Ilminster – Quality in the Countryside	Zoe Harris	Staff time	Ongoing	Local development and control of marketing platform to increase visitor numbers	Report to Area West Committee
Support the development of Ilminster's Street market	Zoe Harris	Staff time	As needed	Increased footfall that improves the Town Centre offer	Report to Area West Committee
Support the development of Ilminster Forum's monthly produce market	Zoe Harris	Staff time	As needed	An established financially viable successful and attractive local Market that improves the Town Centre offer	Report to Area West Committee
Support the delivery of a town centre environmental improvement	Zoe Harris	MTIG project		Planters and Other street furniture improvements that declutter and also promote the Ilminster; Quality in the Countryside branding	Report to Area West Committee

Action	Who	Resource	When	Outcome	Performance Measure
Commission project to research and provide evidence of demand for local business premises in Ilminster and Crewkerne	Andrew Gillespie	Within existing resource	To be completed by March 2015	The loss of land/premises to residential use is resisted.	Comments on Planning applications for change of use
Monitor Town Centre "problem" areas and encourage development or mitigation	Zoe Harris	Within existing resource	Ongoing	Derelict/Unsightly areas are brought back into use	Site specific
Collect info for Town Guide App and promote the app with local traders	Zoe Harris	Within existing resource/Portas/ Work with Marketing Intern	Throughout 2014/15	Local ownership and management of online Guide to town attractions and local retail offers that can be locally managed and updated	TGA well received and evidence of use established for future monitoring
Manage the Market Towns Investment Group and Investment Programmes	Andrew Gillespie / North,West & East Area Teams	Within existing resource – MTIG capital programme & Portas HSIF	On going	Programmes of Investment Market Towns guided and inspired by Community- led Plans and opportunities for collaboration	Update reports to District Executive and Scrutiny Committee. /Reports to Area Committees on individual projects
Support the "Making it Local" Investment programme, Chair small grants committee and sit on transition working group	Zoe Harris*/Andrew Gillespie	Within existing resource* (Zoe is on part time secondment to the MiL project until December 2014)	Quarterly	Funding opportunities for investment in economic development initiatives and training made available within MIL area of South Somerset.	Reports to Area West Committee

Action	Who	Resource	When	Outcome	Performance Measure
Attend Blackdown Hills Partnership meetings as SSDC rep and support SSDC Member rep on Management board		Staff time	Quarterly	Benefits of AONB status & programmes available in South Somerset	Reports to Area West Committee
Support Parish Planning	Zoe Harris/Paul Philpott	Staff time/small grants	As needed	Appropriate support is made available to Parish Councils to undertake PP development	Responses to requests for advice and practical support

Area West Committee – 21st May 2014

9. County Highway Authority Report

Lead Officer:	Mike	Fear,	Assistant	Highway	Service	Manager,	South
	Some	rset Hig	hways				
Contact Details:	Count	yroads-	-southsom@	Dsomerset.	gov.uk or	0845 345 9	155

Purpose of the Report

As you are no doubt aware, the prolonged wet weather has caused considerable distress and damage with the full cost of this damage being unknown at present. Therefore I only aim to give a brief report of the proposed works programme for 2014/2015.

Recommendation

That members note the report.

Report

Surface Dressing

Surface Dressing is the practice of applying a bitumen tack coat to the existing road surface and then rolling in stone chippings. Whilst this practice is not the most PR friendly, it is highly effective in preserving the integrity of the road surface. This year we are Surface Dressing 79 sites across South Somerset, most of these are C and D class roads, with a likely start date of early May.

Grass Cutting

Grass cutting is a difficult task to carry out to the satisfaction of all. The highway network exceeds 3500km in length; therefore the size of the task is significant. Verge cutting of main A and B roads will commence in early May followed by the C and D roads and then a further cut of the A and B roads.

B3168 Beacon, Ilminster

New road was closed in mid-February due to large cracks appearing and differential settlement across the full width of the carriageway. This was caused by the underlying movement of Lias Strata.

Cracks in the road have now been sealed to stop ingress of water and a full CCTV survey of the drainage system completed.

Contractors will shortly undertake Stage1 investigation and option study. Design and Construction will follow Stage 1.

It is likely that the road will remain closed for up to 9 months.

Schemes Proposed for 2014/15

This year's structural maintenance budget remains similar to last year therefore the list remains as short as previous years. Schemes proposed in Area West are listed below:

Donyatt	A358 Peasmarsh	Drainage
Tatworth and Forton	Forton Road/ Blacklands Lane	Drainage
Chaffcombe	Summer Lane	Drainage
Tatworth and Forton	Bounds Lane	Earthworks
Ilminster	Blackdown View	Footway
Ilminster	High Street/ Butts	Footway
Ilminster	Listers Hill	Resurfacing
Chard	Millfield	Resurfacing
Merriott	Moorlands Road	Reconstruction
Ashill	Old A358	Resurfacing
Combe St Nicholas	Scrapton Lane	Resurfacing
Crewkerne	Severalls Park Avenue	Resurfacing

10. Area West Committee Meeting Times Review

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

Purpose of the Report

To allow committee members to reconsider the suitability of current start times and venues for Area West Committee meetings following a proposal submitted by Cllr Andrew Turpin.

Public Interest

Area West Committee meetings are held "in public". This allows residents and others to observe the committee in action and also to make representation.

Recommendations

- (1) That members consider the proposal that Area West Committee meetings start at 14:30 followed at 16:00 by (consideration of) Planning Applications;
- (2) That members consider the merits of holding Area West meetings in the same venue throughout the year;
- (3) That meeting arrangements for Area West Committee be reviewed at least once every two years.

Background

The February meeting of the Area West Committee began at 5.30pm and ran until 10.15 p.m. Following this relatively late finish, a member (Cllr Turpin) put forward the following proposal to bring forward the starting time of meetings and it was agreed that members should consider this at their May 2014 meeting, at the start of the civic year.

Changing the Area West commencement time.

Proposal - That Area West Committees start at 1430 followed at 1600 by Planning Applications.

At the last Area West meeting members were expected to think lucidly and to address complex issues in a meeting that finished at approximately 2215.

As a Council we promote the use of sustainable transport. Yet, at this time of night using public transport would not be possible.

Area Committee Meetings

Area Committee meetings are a key element of local governance in South Somerset. It is vital that elected members feel able to participate and contribute as fully as possible to local decision making.

However, members will be aware that the choice of venue and starting time(s) has always been a matter for each Area Committee to decide. The expectation is that Area

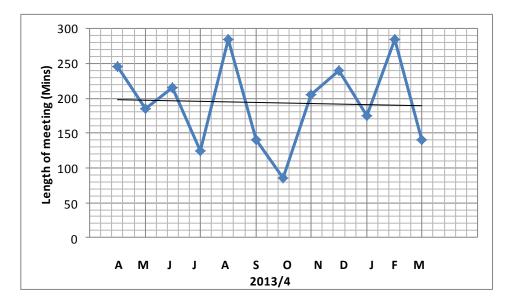
Committee meetings are held at a time and place which members feel is best suited to their Area. The result is that the arrangements for all four Area Committees are not the same, with wide variation in "best" practice.

It is recognised that arrangements will always involve some compromise. In every previous review in Area West, when members have discussed their local arrangements to ensure that they remain suitable, it has been decided not to make any changes. Those reviews have taken place on an ad-hoc basis, but it is now proposed that a review is put into the Area Committee forward plan and scheduled to take place every two years.

Meeting Times and Venues

Month	Venue	Start (pm)	Finish (pm)
April	Holyrood Academy, Chard	5:30	9:35
Мау	Holyrood Academy, Chard	5:30	8:35
June	Henhayes Centre, Crewkerne	5:30	9:05
July	Shrubbery Hotel, Ilminster	5:30	7:35
August	Holyrood Academy, Chard	4:45	9:30
September	Henhayes Centre, Crewkerne	5:30	7:50
October	Merriott Village Hall	5:30	6:55
November	Shrubbery Hotel, Ilminster	5:30	8:55
December	Horton Village Hall	5:45	9:45
January	The Guildhall, Chard	5:30	8:25
February	Henhayes Centre, Crewkerne	5:30	10:15
March	Merriott Village Hall	5:30	7:50

These are the meeting times and venues for Area West Committee Meetings in 2013/14



Meetings should be neither too short nor too long. If the issues and decisions considered at each meeting are regarded as broadly similar, Area West meetings should take between 2 hours 50 minutes and 3 hours 40 minutes¹. If meetings were to begin at 5.30pm then the planned finish time should <u>usually</u> be between 8.20pm and 9.10 pm.

As the graph illustrates, there was considerable variation in the length of meetings.

In 2013:

- The average meeting time was 3 hours 15 minutes (although no meeting actually took 3 hours 15 minutes)
- The average meeting time fell over the year from 3 hours 20 minutes to 3 hours 10 minutes
- The shortest meeting took 85 minutes
- The longest meeting took 4 hours and 45 minutes

Of the 12 meetings held in 2013/2014, 4 finished early, 4 finished late and 4 took between 2:50 and 3:20 hours.

This variation was caused by the need to spend more time to consider fully complex or controversial planning applications, or by setting "light" agendas in anticipation of planning applications which were then postponed at short notice, or by no planning applications being referred.

Whilst every effort is made by officers to arrange meetings where business can be completed within a reasonable time, the only feasible way to ensure an earlier finish is to agree to an earlier start.

Six different venues were hired to host Area West Committee meetings throughout the year. Again, in previous reviews members have endorsed this practice, so that local residents may attend. As has been observed, the number of local residents attending for non-planning matters has remained very low.

^{1 -} Using Statistical Process Control (SPC) method.

Members may wish to reconsider the alternative of establishing the same regular meeting venue. This would enable a small reduction in cost through a block booking and streamlined set up arrangements. It would also allow the most suitable choice for access to public transport. However, the flexibility to hold meetings on major planning applications as close as possible to the proposed site, as now, can be expected to keep overall journey times to a minimum.

Financial Implications

None.

Corporate Priority Implications

None.

Carbon Emissions & Climate Change Implications

None.

Equality and Diversity Implications

None.

Area West Committee – 21st May 2014

11. Combe Wood Recreational Field, Combe St Nicholas – Assessment of nomination under Community Right to Bid (Item for information)

Ward Member(s)	Cllr Ros Roderigo
Strategic Director:	Rina Singh, Place & Performance
Assistant Director:	Helen Rutter/Kim Close, Communities
Service Manager:	Andrew Gillespie Area Development Manager (West)
Lead Officers:	As above
Contact Details:	andrew.gillespie@southsomerset.gov.uk (01460) 260426

Purpose of the Report

This report is to inform councillors of the decision to place Combe Wood Recreational Field onto the SSDC Register of Assets of Community Value, following a nomination made by Combe St Nicholas Parish Council.

Public Interest

On 27th March 2014 SSDC received a nomination from Combe St Nicholas Parish Council to include the Combe Wood Recreational Field in the SSDC Register of Assets of Community Value and it is SSDC's responsibility to consider whether this should be included on the Register. SSDC has 8 weeks to consider a nomination.

Recommendation

That Members note the report.

Background

In August 2013 District Executive agreed a process for considering nominations received from communities to place assets of community value onto the SSDC Register of Assets of Community Value, based on criteria which are set out in the Localism Act.

The decision is delegated to the relevant Area Development Manager in consultation with the Ward Member and Area Chair. The result of a nomination is reported to the Area Committee for information only, with a quarterly report being presented to District Executive for information. (NB: decisions about any SSDC-owned properties are still presented to District Executive for decision).

The assessment

The nomination was approved on 5th April 2014 by the Area Development Manager (West). The assessment is set out in Appendix 1. A map showing the nominated site is provided at Appendix 2.

Next Steps

The Parish Council, the property owner and the Land Registry will be notified and the asset will be placed on the SSDC Register of Assets of Community Value.

The owner can appeal against the decision; any appeals are considered by the Council's Monitoring Officer.

Meeting: AW02A 14:15

Once an asset has been listed, nothing further will happen until the owner decides to dispose of the asset (either through a freehold sale or the grant of a lease for at least 25 years). At this point the owner must notify SSDC of the intention to sell. A relevant community group is then given 6 weeks to express an interest in the asset and submit a written intention to bid for the property(s).

If any written intentions are received, the Council must pass on the request to the owner, at which point the full moratorium period of 6 months (from the date that SSDC is notified of the intention to sell) comes into force. If no written intention(s) to bid are received, the owner is free to sell the asset.

All accepted nominations will normally remain on the Register for 5 years.

Financial Implications

None at this stage. Government has provided SSDC with a (un-ringfenced) sum of \pounds 7,902 for 2013/14 as a contribution towards the costs associated with the new duties under the Community Right to Bid. Sums in future years are still to be confirmed.

Property owners who believe they have incurred costs as a result of complying with these procedures can apply for compensation from the Council. SSDC is in the process of designing this compensation scheme. Government recognises this as a potential risk to local authorities and will provide a safety net whereby any verified claims of over £20,000 will be met by Government.

Council Plan Implications

Evaluate the overall requirements of the Government's Localism legislation and work with communities to develop plans for their community.

Carbon Emissions & Adapting to Climate Change Implications

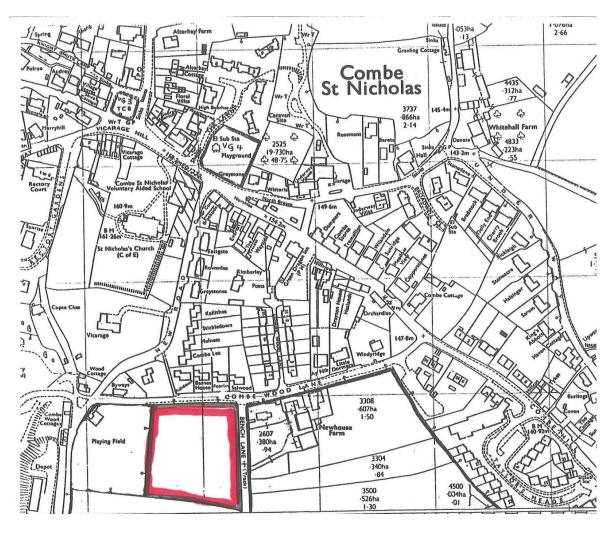
None in relation to this decision.

Equality and Diversity Implications

The Council's Equality Objectives and the General Equality Duty have been considered in the assessment of this nomination. There are no implications requiring action arising from this decision.

AW Appendix 1 – Community Right to Bid Assessment – Combe Wood Recreational Field

Name of	Combo W/o	ad Representional Field	Date of	5 th April
	Combe Wood Recreational Field,			
Property/	Combe Wood Lane, Combe St		decision	2014
Land	Nicholas,TA20 3NH		Area	Andrew
			Development	Gillespie
	Detail		Manager	
	Detail	Community Right to Bid Criteria	Fits Criteri	
Nominating	Combe St	Does the nominating	Yes. A parish cour	
Body	Nicholas	body fit the definition of	expressly named e	eligible
	Parish Council	a 'Community Interest Group?'	group.	
Area of	Combe St	Does the nominating	Yes. Combe St Ni	cholas parish
interest	Nicholas and surrounding area	body have a 'local connection'? IE: Are its activities wholly or partly concerned with the South Somerset area or with a neighbouring authority (which shares a boundary) and Is any surplus it makes wholly or partly applied for the benefit of the South Somerset area or a neighbouring authority's area?	is within South So	merset.
Use in recent past	Combe Wood Recreational Field	Does the current use of the property or its use in the 'recent past' (i.e. the past 5 years) further the social wellbeing and interests of the local community?	Yes. Its use in the as a recreational fi criteria of social va field is used for an area for the comm football, etc. The School use it for m conjunction with th school playing field Fairs are also held	ield fulfils the alue. The open play unity; i.e. Village natches in ne adjacent d. Village I there.
Proposed Future Use	To continue as a recreational area for community use.	Does the proposed continued use (or in the next 5 years) further the social wellbeing and interests of the local community?	Yes. Recreational established for the purpose of suppor social and educati being.	e express ting local onal well-
Conclusion	Combe St Nicholas Parish Council is an eligible body to make this nomination, and the property history and proposed future use appear to fit the criteria established by the Localism Act and its associated guidance. Further advice was sought from Locality (the Government's appointed advisory body) which confirmed this assessment. The ward member and Area Chairman have been consulted and support this assessment.			
Decision	Combe Wood Recreational Field is to be added to the SSDC Register of Assets of Community Value.			



Appendix 2 – Combe Wood Recreational Field

Area West Committee – 21st May 2014

12. Scheme of Delegation – Development Control – Nomination of Substitutes for Chairman and Vice-Chairman for 2014/15 (Executive Decision)

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

As the Council has entered a new municipal year, the Committee is asked to review the appointment of two members to act as substitutes for the Chairman and Vice-Chairman in the exercising of the Scheme of Delegation for planning and related applications. The previous member substitutes were ClIrs. Nigel Mermagen and Kim Turner.

Recommendation

That, in line with the Development Control Scheme of Delegation, two members be nominated to act as substitutes for the Chairman and Vice-Chairman to make decisions in the Chairman's and Vice-Chairman's absence on whether an application should be considered by the Area Committee where a request has been received from the ward member(s).

Background

The Council's scheme of delegation for Development Control delegates the determination of all applications for planning permission, the approval of reserved matters, the display of advertisements, works to trees with Tree Preservation Orders, listed building and conservation area consents, to the Development Manager except in certain cases, one of which being the following:-

"A ward member makes a specific request for the application to be considered by the Area Committee and the request is agreed by the Area Chairman or, in their absence, the Vice-Chairman in consultation with the Development Manager. (This request must be in writing and deal with the planning issues to ensure that the audit trail for making that decision is clear and unambiguous). In the absence of the Chairman and Vice-Chairman there should be nominated substitutes to ensure that 2 other members would be available to make decisions. All assessments and decisions to be in writing."

Financial Implications

None.

Background Papers: *Minutes 36, Council meeting of 21st July 2005*

Area West Committee – 21st May 2014

13. Feedback on Planning Applications Referred to the Regulation Committee

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

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

Whitestaunton – The erection of an agricultural building (Revised Application of 12/01733/FUL) (GR 327552/112007), Land at Beetham, Higher Beetham, Whitestaunton, Chard, Somerset, TA20 3PY – Mr K Parris

Background Papers: None

Area West Committee – 21st May 2014

15. 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 35.

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 - 21st May 2014

16. Date and Venue for Next Meeting

The next scheduled meeting of the Committee will be held on Wednesday, 18th June 2014 at Henhayes Centre, Crewkerne.

Planning Applications – 21st May 2014

Planning Applications will be considered no earlier than 7.00 pm.

Members of the public who wish to speak about a particular planning item are recommended to arrive for 6.45 pm.

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
36	TATWORTH AND FORTON	14/00745/FUL	The erection of a single storey ground floor extension and first floor extension above an existing flat roof extension. (GR 333284/105163)	11 Dyke Hill Perry Street South Chard	Mr & Mrs H Mizen
40	TATWORTH AND FORTON	14/00810/OUT	The erection of 1 No. dwellinghouse (Outline) (GR 332807/105183)	Land OS 7517 Part School Lane South Chard	Mr Mark Culverwell

Area West Committee - 21st May 2014

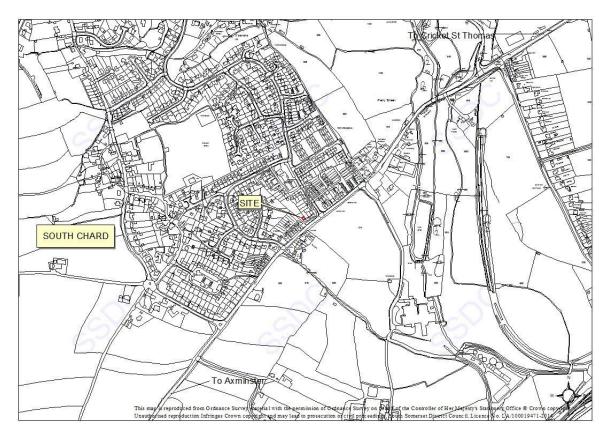
Proposal:	The erection of a single storey ground floor extension and first floor extension above an existing flat roof extension. (GR 333284/105163)		
Site Address:	11 Dyke Hill Perry Street South Chard		
Parish:	Tatworth And Forton		
TATWORTH AND	Cllr A Turpin		
FORTON Ward (SSDC Member)			
Recommending Case	Chloe Beviss		
Officer:	Tel: (01935) 462321 Email:		
	chloe.beviss@southsomerset.gov.uk		
Target date:	24th April 2014		
Applicant:	Mr & Mrs H Mizen		
Agent:	Paul Rowe Caparo		
(no agent if blank)	11 Mervyn Ball Close		
	Chard Somerset TA20 1EJ		
Application Type:	Other Householder - not a Change of Use		

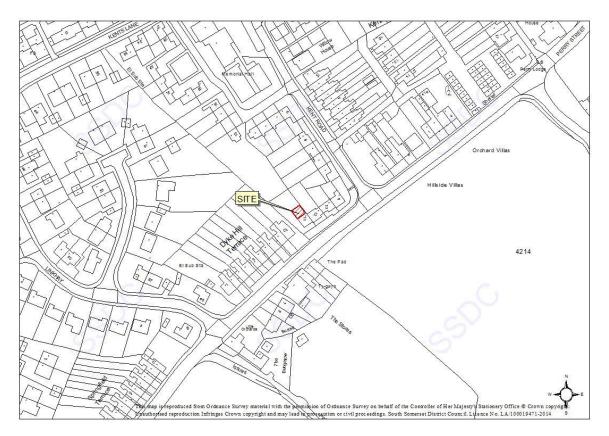
Officer Report on Planning Application: 14/00745/FUL

REASON FOR REFERRAL TO COMMITTEE

This application is referred to Committee at request of the Ward Member with the agreement of the Area Chair to enable the issues to be fully debated.

SITE DESCRIPTION AND PROPOSAL





The application property is a semi-detached dwellinghouse of rendered elevations under a tiled roof set up on the northern side of Dyke Hill in the village of South Chard.

The property is one of four similar which front Dyke Hill and further dwellings located in Kents Road. The lie of the land slopes to the east.

The application property has a single storey flat roof extension which projects by 5.3 metres from and extends across half of the rear elevation.

Planning permission is sought to erect a first floor extension over the existing single storey whilst erecting a single storey lean-to projecting out the same distance adjacent to the boundary shared with the neighbouring property.

The adjoining property is set further forward than the application property by approximately one metre whilst also being situated on lower ground.

Materials are proposed to match the existing property.

HISTORY

No recent or relevant history.

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 decisions must be made in accordance with relevant Development Plan documents unless material considerations indicate otherwise.

The policies of most relevance to the proposal are:

Policy ST5 - General Principles of Development Policy ST6 - The Quality of Development

National Planning Policy Framework (March 2012):

Chapter 7 - Requiring good design

CONSULTATIONS

Tatworth and Forton Parish Council: Recommend approval.

Highways: No comments.

REPRESENTATIONS

Two neighbours notified and site notice displayed. No representations received.

CONSIDERATIONS

The main issues in considering this application are the impact of the proposed development on the host property and its surroundings and the residential amenity of neighbouring occupiers.

Visual Impact

In visual terms, the proposed first floor extension is long given its size is dictated by the ground floor extension below however it is set well down from the ridge and is considered to present a subservient appearance to the main dwelling with the use of appropriate materials and a design, scale and form that is in keeping with the existing property.

Residential Amenity

Whilst the erection of a first floor extension above the existing single storey is considered acceptable in principle, it is considered the length of the extension proposed will result in significant harm to the residential amenity of the adjoining neighbour.

Using the 45 degree code as a guide to what is acceptable in terms of extensions, amenity and closely spaced dwellings, in this case, the adjoining property to the north east is set back from the rear wall of the application property by about one metre whilst also being situated at a lower ground level, this coupled with the length (5.3 metres), the first floor extension is considered to cause an unacceptable degree of overshadowing, further creating an overbearing and dominating effect on the living conditions of the adjoining occupier both in terms of their ground and first floor windows and rear outside space.

The applicant/agent was asked to consider reducing the length of the proposed first floor extension however did not wish to amend the scheme.

Conclusion

The proposal is considered contrary to saved Policy ST6 of the South Somerset Local Plan (2006) and policies contained within the National Planning Policy Framework (2012)

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by reason of the un-neighbourly and harmful form of development leading to an unacceptable degree of overshadowing and the creation of a dominating and overbearing impact on the neighbouring occupier's residential amenity. As such, the application is recommended for refusal.

RECOMMENDATION

Refuse.

FOR THE FOLLOWING REASON:

01. The proposed first floor extension, by reason of its length, scale and relationship with the adjoining property, will cause unacceptable harm to the residential amenity of the occupiers through loss of light and the creation of an overbearing and dominating impact. This is contrary to saved Policy ST6 of the South Somerset Local Plan (2006) and policies contained within the National Planning Policy Framework (2012).

Informatives:

- 01. In accordance with paragraphs 186 and 187 of the NPPF the council, as local planning authority, takes a positive and proactive approach to development proposals focused on solutions. The council works with applicants/agents in a positive and proactive manner by;
 - offering a pre-application advice service, and
 - as appropriate updating applications/agents of any issues that may arise in the processing of their application and where possible suggesting solutions

In this case, the applicant/agent was asked to consider reducing the length of the proposed first floor extension however did not wish to amend the scheme.

Area West Committee - 21st May 2014

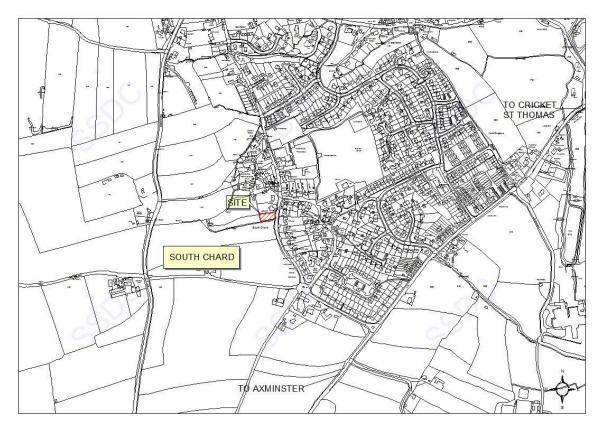
Officer Report on Planning Application: 14/00810/OUT

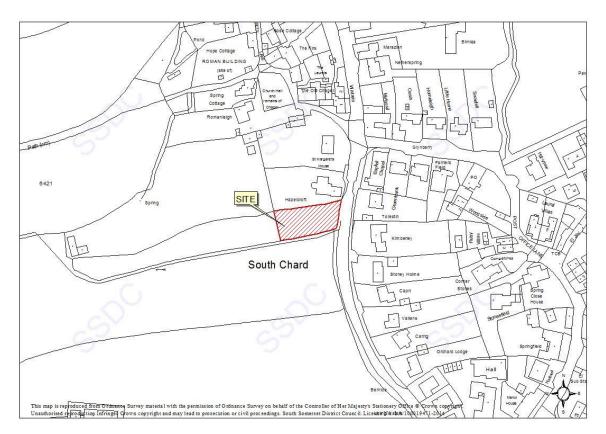
Branasalı	The exection of 1 No. dwellinghouse (Outline)
Proposal:	The erection of 1 No. dwellinghouse (Outline)
	(GR 332807/105183)
Site Address:	Land OS 7517 Part School Lane South Chard
Parish:	Tatworth And Forton
TATWORTH AND	Cllr A Turpin
FORTON Ward (SSDC	
Member)	
Recommending Case	Linda Hayden
Officer:	Tel: 01935 462534 Email:
	linda.hayden@southsomerset.gov.uk
Target date:	14th April 2014
Applicant:	Mr Mark Culverwell
Agent:	
(no agent if blank)	
Application Type:	Minor Dwellings 1-9 site less than 1ha

REASON FOR REFERRAL TO COMMITTEE

This application is referred to Committee at request of the Ward Member with the agreement of the Area Chair to enable the comments of the Landscape Officer and Parish Council to be fully debated.

SITE DESCRIPTION AND PROPOSAL





The application site is a paddock situated to the south of a property called 'Hazelcroft' to the east of South Chard. The land is rectangular and relatively flat with mature hedging to the south. There is a detached house immediately to the north, with agricultural fields and School Lane to the other boundaries.

This is an outline application with only access to be considered at this stage for the erection of a single dwelling.

The site is outside of the defined development area of the village.

HISTORY

931510 - Outline for the erection of a dwelling and garage. Refused 1993, subsequent appeal dismissed.

860171 - Outline for the erection of a dwelling. Refused 1986.

830745 - Outline application for the erection of a dwelling. Refused 1983.

51775 - Erection of a dwelling and reformation of a vehicular access. Refused 1961.

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.

The policies of most relevance to the proposal are:

Saved policies of the South Somerset Local Plan (Adopted April 2006): Policy ST5 - General Principles of Development Policy ST6 - The Quality of Development Policy EC3 - Landscape Character

National Planning Policy Framework Chapter 6 - Delivering a Wide Choice of High Quality Homes Chapter 7 - Requiring Good Design

South Somerset Sustainable Community Strategy Goal 3 - Healthy Environments Goal 4 - Services and Facilities Goal 8 - High Quality Homes

CONSULTATIONS

Tatworth and Forton Parish Council:-

'Recommend Refusal with the following reasons: Further extension of linear development into open country, related to the AONB Blackdown Hills. Outside the current development line. An application on this site was previously refused at appeal.'

County Highway Authority:-

Standing Advice applies.

Landscape Officer:-

'The proposal intends frontage development of a single paddock at the southern edge of the village. It is bounded by development to the immediate north (Hazelcroft - residential) which currently is the southernmost dwelling - aligned with an established boundary hedge - to the west side of School Lane, whilst development faces the site on the opposite side of the road. To the south of the site lay open fields.

Whilst the site is bounded on two sides by development form, to arguably provide a context for development, it has a landscape value in that:

- (a) The paddock is typical of a number of rectilinear fields that act as a buffer between the village's west edge and the wider countryside, to thus contribute to local character, and;
- (b) The hedgerows associated with the site provide a visual buffer of development to the west of School Lane, as viewed from the south/southwest.

Development as proposed would impact upon the open character of the field, and erode the field pattern of the village edge, as well as reduce the visual enclosure and containment of the village edge on this west side of School Lane. I view this to be a moderately adverse landscape impact, and on balance, believe there to be sufficient landscape grounds upon which to base a refusal, policy ST5 para 4.'

REPRESENTATIONS

One letter of representation and one letter of support have been received.

The letter of support makes the following comments:

- Aware that there are concerns in the community that the proposed development is outside of the building line but think that the application will be in keeping with the surrounding area as long it is done sympathetically.
- The village is at a point where it needs to expand.

The letter of representation from the occupier of the adjacent property makes the following comments:-

- The plot is outside of the development area and there have been previous refusals for development of the site. Unless there has been a change in policy development of this site will open the floodgates for further development of neighbouring land.
- Concerned about provision of appropriate visibility at the access.
- Land is higher than adjacent property; concerned about possible impact upon local watercourse and potential for flooding.
- Concerned that new dwelling could dominate adjacent house due to higher land levels. Could also result in loss of privacy and light.
- Development would require relocation of three utility poles require confirmation of where these would be re-sited.

APPLICANTS CASE

In response to Parish Council comments:

- The single dwelling will be well related and follow the pattern of development, a significant distance from the AONB such that no harm would be caused.
- The site immediately adjoins the development area resulting in a sustainable location with a range of services, community facilities and good transport links.
- The appeal was over 20 years ago.

In response to Landscape Architect:

- An access to the field at the rear will be retained as will the existing site boundaries apart from that lost to provide a safe means of access. The hedge to the south will be retained as a visual buffer.
- Agreeable to a landscaping condition to agree additional planting.
- The paddock and site is a small scale such that impact on adjoining countryside is minimal.

In response to neighbour comments:

- The proposed access complies with necessary visibility requirements in 20mph zone and will not impact on neighbours.
- Existing watercourse will not be affected; it has overflowed recently due to debris blocking the grating.
- Siting, design and scale of dwelling not proposed at this stage as this is an outline application.
- Amenity of neighbours will be taken into account and respected when designing new dwelling; intention is to not exceed ridge height of Hazelcroft and have no facing windows.

CONSIDERATIONS

Principle of Development

The proposed dwelling is located outside the defined development area of South Chard, on a greenfield site, and therefore in a position where development is normally strictly controlled by policy ST3 of the South Somerset Local Plan.

South Somerset District Council currently does not have a five year housing supply and policy ST3 of the local plan therefore does not apply in relation to the restriction of housing supply. As such, the strict control on residential development outside of development areas imposed by this policy does not currently apply. Given this situation the proposal to erect a new dwelling must be considered on its own merits. The site is located on the edge of, but immediately adjacent to, an existing settlement which contains a number of facilities including a shop and post office, a primary school, recreation ground and a village hall. The proposed location is therefore considered to be a sustainable location for new residential development in line with the definition contained within the NPPF.

Visual Amenity

The site is immediately to the south of an existing dwelling 'Hazelcroft' and the proposed plot will be of a similar size to this property.

The SSDC Landscape Architect has been consulted and has raised concerns about the use of the site for development. He concludes that 'Development as proposed would impact upon the open character of the field, and erode the field pattern of the village edge, as well as reduce the visual enclosure and containment of the village edge on this west side of School Lane. I view this to be a moderately adverse landscape impact, and on balance, believe there to be sufficient landscape grounds upon which to base a refusal, policy ST5 para 4.'

This view is supported by the Inspector in the 1993 appeal who noted that the proposal for development of this site would be intrusive and detract from the rural character and appearance of the land.

It is however noted that the site is extremely well screened especially to the south by an existing mature hedgerow. The site is visually well contained and as such it is considered that the landscape impact would be modest. The land to the south of the site is clearly of a much more open character and the Inspector in the 1993 appeal was concerned about the precedent that would be created if permission was granted on the application site. However, it is considered that the land to the south is of a very different character; it is very open with no field boundaries unlike the proposed site which is well contained by natural hedge boundaries. As such, and recognising the Landscape Officer's comment that the impact would be moderately adverse it is not felt that the development of a dwelling on this plot would result in such a significant impact upon the local landscape as to justify a refusal on landscape grounds. Furthermore, as the site is over a kilometre away from the AONB it is not considered that an argument could be substantiated to justify a refusal on the grounds of impact upon the AONB.

Furthermore, the landscape impact has to be weighed against the lack of a five year land supply; in this case because the Landscape Architect has assessed the impact to be moderately adverse it is considered that this has to be overridden by the need to build houses within sustainable locations.

Residential Amenity

It is considered that it would be possible to locate and orientate a property on this site without causing unacceptable impacts upon the neighbouring property' Hazelcroft'. It would be appropriate to consider the location of first floor windows particularly in any north facing elevation and this can be achieved at the Reserved Matters stage.

The neighbour has mentioned that there is a difference in heights between the two sites but a site inspection has shown that there is not a significant difference. As such, it is felt that developing a house on the application site would be possible without unacceptably harming the amenities of the property to the north through loss of light or domination.

As such, it is not considered that a dwelling on this site would cause demonstrable harm to residential amenity in accordance with policy ST6 of the South Somerset Local Plan.

Highways

It has been established that the site is within a sustainable location and as such the remaining issue relates to the acceptability of the proposed revised access to the site. The site does benefit from an existing access and as such there is no objection to the principle of an access to the land. In this case, the road onto which the site is accessed is subject to a 20mph speed limit and therefore visibility requirements are relatively low. In this case, the plans show that a new access at the centre of the site could provide the necessary visibility of 22m.

As such, it is considered that the proposal is acceptable in relation to its impact upon highway safety.

Other Matters

Previous appeal - It is recognised that development of this site has previously been considered by a Planning Inspector who found the proposal unacceptable. However, there has been a change in the material planning considerations that now apply to this site. There has been the introduction of the NPPF and the subsequent requirement to demonstrate a five year land supply. In light of the land supply issue, the NPPF advises that planning permission should be granted for sustainable development unless any adverse impacts of doing so would significantly and demonstrably outweigh the benefits. As the site is within a sustainable location and the development of a single dwelling would have limited landscape impact then it is considered that a recommendation for refusal can no longer be substantiated.

Flooding - The site is not within a designated flood zone but a condition can be attached to ensure that appropriate drainage is provided for any development on the land.

CONCLUSION

The principle of development in this location and the impact on residential amenity and highway safety are considered to be acceptable. In terms of the potential landscape impact it is not considered that this would be of such harm as to justify a refusal in light of the Council's current lack of a five year land supply.

RECOMMENDATION

Approve.

01. The proposed dwelling is in a sustainable location and would not be at odds with the established pattern of development, is of an appropriate design and detailing and would have no adverse impacts on amenity or highways safety. 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.

SUBJECT TO THE FOLLOWING:

01. The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

Reason: To accord with the provisions of Article 4 of the Town and Country Planning (Development Management Procedure) Order 2010.

02. Application for approval of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

Reason: As required by Section 92(2) of the Town and Country Planning Act 1990.

03. Approval of the details of the appearance of the building, the landscaping of the site, layout and Scale (hereinafter called 'the reserved matters') shall be obtained from the Local Planning Authority in writing before any development is commenced.

Reason: To accord with the provisions of Article 4 of the Town and Country Planning (Development Management Procedure) Order 2010.

- 04. No development hereby approved shall be carried out until particulars of following have been submitted to and approved in writing by the Local Planning Authority:
 - a. details of materials (including the provision of samples where appropriate) to be used for the external walls and roofs;
 - b. details of the recessing, materials and finish (including the provision of samples where appropriate) to be used for all new windows (including any rooflights) and doors;
 - c. particulars of all boundary treatments and hard surfacing materials. Such details shall include the use of porous materials to the parking and turning areas;
 - d. details of meter cupboards and gas boxes;
 - e. internal floor levels of the building.

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

Reason: To safeguard the character and appearance of the area in accordance with policies ST5 and ST6 of the South Somerset Local Plan 2006.

05. No building on any part of the development hereby permitted shall exceed two storeys in height.

Reason: To safeguard the character and appearance of the area and to accord with Policy ST6 of the South Somerset Local Plan (Adopted April 2006).

06. The development hereby permitted shall not be commenced unless there has been submitted to and approved in writing by the Local Planning Authority a scheme of landscaping, which shall include indications of all existing trees and hedgerows on the land, and details of any to be retained, together with measures for their protection in the course of the development, as well as details of any changes proposed in existing ground levels; all planting, seeding, turfing or earth moulding comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the occupation of the building or the completion of the development, whichever is the sooner; and any trees or plants which within a period of five years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written consent to any variation.

Reason: In the interests of visual amenity and to accord with Policy ST6 of the South Somerset Local Plan (Adopted April 2006).

07. The dwelling hereby permitted shall not be occupied until the existing access has been stopped up and its use permanently abandoned in a manner to be agreed in writing by the Local Planning Authority.

Reason: In the interests of highway safety and in accordance with policy ST5 of the South Somerset Local Plan (2006).

08. Before the development hereby permitted is commenced, foul and surface water drainage details to serve the development, shall be submitted to and approved in writing by the Local Planning Authority and such approved drainage details shall be completed and become fully operational before the development hereby permitted is first brought into use. Following its installation such approved scheme shall be permanently retained and maintained thereafter.

Reason: To ensure appropriate drainage of the site.

09. There shall be no obstruction to visibility greater than 900mm above adjoining road level in advance of lines drawn 2metres back from the carriageway edge on the centre line of the proposed access and extending to the extremities of the site frontage. Such visibility shall be fully provided before the development hereby permitted is occupied and shall thereafter be maintained at all times.

Reason: In the interests of highway safety and in accordance with policy ST5 of the South Somerset Local Plan (2006).

10. The development hereby permitted shall be carried out in accordance with the following approved plans: CD/4202/01 (location and block plan) and CD/4202/02 (driveway visibility splays) received 17 February 2014.

Reason: For the avoidance of doubt and in the interests of proper planning.

11. The hedgerow along the southern boundary shall be retained and not otherwise reduced in length or density.

Reason: In the interests of visual amenity and character and appearance further to policy ST6 of the South Somerset Local Plan.