

## South Somerset District Council

**Minutes** of a meeting of the **District Executive** held at the **Council Chamber, Brympton Way, YEOVIL, Somerset BA20 2HT** on **Thursday 2 July 2015**.

(9.30 am - 10.24 am)

**Present:**

Councillor Ric Pallister (Chairman)

Carol Goodall	Sylvia Seal
Peter Gubbins	Peter Seib
Henry Hobhouse	Angie Singleton
Shane Pledger	Nick Weeks
Jo Roundell Greene	

**Also Present:**

Clare Aparicio Paul	David Norris
Neil Bloomfield	Sue Steele
Tim Inglefield	Martin Wale
Val Keitch	Colin Winder
Tony Lock	

**Officers**

Rina Singh	Strategic Director (Place & Performance)
Vega Sturgess	Strategic Director (Operations & Customer Focus)
Ian Clarke	Assistant Director (Legal and Corporate Services)
Donna Parham	Assistant Director (Finance & Corporate Services)
Martin Woods	Assistant Director (Economy)
Helen Rutter	Assistant Director (Communities)
Emily McGuinness	Scrutiny Manager
Angela Cox	Democratic Services Manager

**Note:** All decisions were approved without dissent unless shown otherwise.

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**24. Minutes of Previous Meeting (Agenda Item 1)**

The minutes of the District Executive meeting held on 4 June 2015, copies of which had been circulated, were taken as read and, having been approved as a correct record, were signed by the Chairman.

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**25. Apologies for Absence (Agenda Item 2)**

An apology for absence was received from Mark Williams, Chief Executive.

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**26. Declarations of Interest (Agenda Item 3)**

There were no declarations of interest made.

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**27. Public Question Time (Agenda Item 4)**

There were no members of the public present.

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**28. Chairman's Announcements (Agenda Item 5)**

At the beginning of the meeting, the Chairman asked that Members stand for a minutes silence in memory of ex-Councillor Tony Fife who passed away on 23<sup>rd</sup> June 2015.

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**29. Yeovil Western Corridor Improvement Scheme (Agenda Item 6)**

The Portfolio Holder for Finance and Legal Services confirmed that the Area South Committee had endorsed the land transfer the previous day although it had been noted that there should be some control of the footpaths by Somerset County Council to allow pedestrians, cycles, motorised scooters and SSDC waste vehicles but limit motor cycle and horse access.

The Chairman of the Scrutiny Committee confirmed they were content with the recommendations.

During discussion it was also noted that the works should not impede access to the crematorium during their opening hours and consideration be given to completing the works overnight or at weekends at this point. It was also noted that Yeovil Town Council had recommended that the footpath continue to Bunford.

At the conclusion of the debate, Members were content to agree the recommendations of the report.

**RESOLVED:** That the District Executive agreed:

1. to the freehold transfer of the areas identified on the plan coloured salmon and a licence to occupy the areas coloured green on the same plan to Somerset County Council Highways for £1;
2. that the land coloured purple on the attached plans is also retained by Somerset County Council Highways;
3. that the legal costs are borne by Somerset County Council.

**Reason:** To agree to the transfer of a number of small sections of the Councils land from Thorne Lane to Preston Road as part of the Yeovil Western Corridor footpath, cycleway and roadway improvements.

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**30. Annual Review of SSDC Partnerships (Agenda Item 7)**

The Portfolio Holder for Leisure and Culture said it was good practice to review the organisations which SSDC worked in partnership with, particularly those which delivered joint services.

The Assistant Director (Communities) drew Members attention to the list of partners which had been added and removed from the Partnership Register since the last review and she noted the new Heart of Wessex Leader Programme, which was recommended be added to the Register which now covered the remainder of South Somerset not previously covered by the Leader programme.

During discussion it was noted that Making It Local LARC scheme was included as part of Blackdown Hills Area of Outstanding Natural Beauty (AONB).

At the conclusion of the debate, Members were pleased to confirm the recommendations of the report.

**RESOLVED:** That the District Executive:

1. noted the annual review process and observations for each of the partnerships on the Partnerships on the Register.
2. agreed to add the Heart of Wessex Leader Programme to the Partnerships Register

**Reason:** To review and refresh the SSDC Partnerships Register

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### **31. Corporate Grants Report 2014 - 2015 (Agenda Item 8)**

The Portfolio Holder for Leisure and Culture drew Members attention to the significant amounts granted to community groups, arts organisations and the service level agreements with the SSVCA, the CAB and the Somerset Rural Youth Project who covered a range of services on behalf of SSDC. She concluded that SSDC should take pride in their continuing support for the many groups and organisations.

The Assistant Director (Communities) advised that the report covered both the district wide and area awarded grants made during 2014/15 and that for every £1 of grant funding from SSDC, an additional £4 was drawn in to the projects from other funding sources.

In response to a question from the Scrutiny Committee, the Strategic Director (Place and Performance) confirmed that the report had previously been presented to the now defunct Corporate Grants Committee and it had been agreed when that committee had been dissolved that there would be a corporate grants report presented to the Executive on an annual basis.

At the conclusion of the debate, Members were content to note the report.

**RESOLVED:** That District Executive noted the report.

**Reason:** To receive an update on the overall spend on voluntary sector grants in 2014/15.

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### **32. Community Right to Bid - Assets of Community Value (Agenda Item 9)**

The Assistant Director (Communities) advised that since the last quarterly report, 5 vulnerable public houses had been added to the register and legislation had been amended changing their permitted development rights, and so the planning service had been alerting owners of public houses on the register. She noted that early registrations had focused on a range of publicly owned land and buildings but latterly registrations had mainly been for “at risk” public houses.

During discussion, Members expressed concern at the protracted procedure involved in a Community Right to Bid and it was agreed to write a letter to the DCLG to request a fundamental review of the system.

At the conclusion of the debate, Members were content to note the report.

**RESOLVED:** That District Executive noted the report.

**Reason:** To inform members of the current status of the register of Assets of Community Value.

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### **33. Appointment of Honorary Aldermen - Agreement of Criteria and Rights (Agenda Item 10)**

The Portfolio Holder for Democratic Services reminded Members that the report had been deferred from the previous meeting due to the change in Portfolios and Group Leaders who were party to the original report. She confirmed that she was content with the criteria for creating Aldermen but, she proposed to exclude four of the proposed privileges of Aldermen for the following reasons:-

- Use of the Members Room at Brympton Way offices – lack of existing meeting space and not appropriate to have swipe card building access.
- Annual parking permit and £100 Octagon Theatre gift voucher – cost not justified.
- Representation of Chairman or Vice-Chairman at civic events – not appropriate and should be either the Leader or a serving District Councillor.

The Chairman of the Scrutiny Committee confirmed that the amended recommendations concurred with their discussions.

During discussion it was noted that it was an honour to be appointed an Alderman and there was no need to extend their privileges. Members were content to agree the amended recommendations of the report.

**RESOLVED:** That the District Executive recommend to Council to:

1. Review and agree the criteria for appointing Honorary Aldermen of the Council as listed in paragraph 5 and agree to hold a Special meeting in September 2015 to make the appointments;
2. Agree to extend the privileges of Honorary Aldermen as listed in paragraph 6 of the Agenda report (as amended).

**Reason:** To agree the criteria and procedure to appoint Honorary Aldermen and to extend their civic rights.

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**34. Increase in Councillors on Yeovilton Parish Council - Community Governance Review (CGR) (Agenda Item 11)**

The Portfolio Holder for Democratic Services advised that Yeovilton Parish Council had put forward a justified request to increase their Parish Councillors and ensure they were equally drawn from each area of the parish.

During discussion Members noted that although there was a great deal of bureaucracy involved in conducting a Community Governance Review, the request was valid and they were content to propose the recommendations to Council for confirmation.

**RESOLVED:** That the District Executive recommend to Council to:

1. note the receipt of the request and its validity;
2. agree to undertake a Community Governance Review of the Parish of Yeovilton;
3. agree the Terms of Reference of the review as detailed in Appendix A, including the timetable and arrangements for public consultation;
4. agree that the review will be carried out by the Democratic Services Manager, in consultation with Ward Members, Area Development Manager (East) and the Area East Committee;
5. note that further reports will be brought to Council in order that decisions may be made in respect of draft proposals and final recommendations of the Review.

**Reason:** To agree to the request (under the provisions of Part 4 of the Local Government and Public Involvement in Health Act 2007) from Yeovilton Parish Council to increase the size of the Parish Council from 5 to 6 Councillors by conducting a Community Governance Review.

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**35. Monthly News Snapshot (Agenda Item 12)**

Councillor Sue Steele regretted that the recent celebration of the Magna Carta in Curry Mallet had not been included in the report and it was agreed that this type of news story should be included in future reports.

Members were content to note the monthly performance snapshot data.

**RESOLVED:** That the District Executive noted the monthly performance snapshot data.

**Reason:** The report is provided for members information.

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**36. District Executive Forward Plan (Agenda Item 13)**

Members noted the following additions to the Executive Forward Plan:

- Transfer of land at Lakefields, West Coker to the Parish Council to facilitate residential parking – August 2015
- Asset Management Plan 2015/16 – August 2015
- Somerset Rivers Authority – Update and Funding Options - August 2015
- Update of the Statement of Community Involvement – September 2015

**RESOLVED:** That the District Executive:-

approved the updated Executive Forward Plan for publication as attached at Appendix A, with the following additions;

- Transfer of land at Lakefields, West Coker to the Parish Council to facilitate residential parking – August 2015
- Asset Management Plan 2015/16 – August 2015
- Somerset Rivers Authority – Update and Funding Options - August 2015
- Update of the Statement of Community Involvement – September 2015

**Reason:** The Forward Plan is a statutory document.

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**37. Date of Next Meeting (Agenda Item 14)**

Members noted that the next scheduled meeting of the District Executive would take place on Thursday 6 August 2015 in the Council Chamber, Council Offices, Brympton Way, Yeovil commencing at 9.30am.

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**38. Exclusion of Press and Public (Agenda Item 15)**

**RESOLVED:** that the following item be considered in Closed Session by virtue of the Local Government Act 1972, Schedule 12A under Paragraph 3: "Information relating to the financial or business affairs of any particular person (including the authority holding that information)."

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**39. Land adjacent to Steep Holme, Penn Hill Park, Yeovil (Confidential) (Agenda Item 16)**

The Chairman advised that internal consultation with the countryside and streetscene teams confirmed the loss of the piece of land would not affect the country park or its users.

The Chairman of the Scrutiny Committee confirmed that they were content with the disposal.

There was no debate and Members unanimously confirmed the recommendations of the report.

**RESOLVED:** That the District Executive agreed:

1. to the disposal of a small section of land adjacent to Steep Holme, Penn Hill Park Yeovil for use as a garden.
2. that the purchaser would be liable for the Councils legal and professional costs incurred with this disposal and obtaining any planning permissions needed.
3. to the placing of restrictions on the land in relation to:
  - Use of the land as garden only.
  - An overage clause to cover any change of use or development in the future.
  - Protection of the natural hedge boundary with the Park, prohibiting its replacement by fencing, a wall or any similar permanent ridged structure.

**Reason:** To agree to dispose of the freehold of a section of Council land at Penn Hill Park, Yeovil.

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Chairman

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Date