



South Somerset
District Council

Annual Meeting of South Somerset District Council

Thursday 19th May 2022

6.30 pm

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

(disabled access and a hearing loop are available at this meeting venue)



All members of Council are requested to attend this meeting

If you would like any further information on the items to be discussed, please contact the Democratic Services Specialist on 01935 462148 or democracy@southsomerset.gov.uk

Any members of the public wishing to address the meeting at Public Question Time are asked to email democracy@southsomerset.gov.uk by 9.00am on Wednesday 18 May 2022 so we can ensure safe social distancing at the meeting.

This Agenda was issued on Wednesday 11 May 2022.

Jane Portman, *Chief Executive Officer*

This information is also available on our website
www.southsomerset.gov.uk and via the Modern.Gov app



South Somerset District Council Membership

Jason Baker
Robin Bastable
Mike Best
Neil Bloomfield
Ray Buckler
Dave Bulmer
Hayward Burt
Tony Capozzoli
Martin Carnell
Malcolm Cavill
John Clark
Nicola Clark
Louise Clarke
Nick Colbert
Adam Dance
Sarah Dyke
Karl Gill
David Gubbins
Peter Gubbins
Paul Maxwell

Brian Hamilton
Mike Hewitson
Henry Hobhouse
Ben Hodgson
Charlie Hull
Kaysar Hussain
Val Keitch
Andy Kendall
Jenny Kenton
Tim Kerley
Mike Lewis
Mike Lock
Pauline Lock
Tony Lock
Kevin Messenger
Graham Oakes
Tricia O'Brien
Sue Osborne
Tiffany Osborne
Wes Read

Robin Pailthorpe
Oliver Patrick
Clare Paul
Crispin Raikes
David Recardo
Paul Rowsell
Dean Ruddle
Gina Seaton
Peter Seib
Garry Shortland
Jeny Snell
Andy Soughton
Mike Stanton
Rob Stickland
Lucy Trimnell
Gerard Tucker
Martin Wale
William Wallace
Colin Winder

Information for the Public

The meetings of the full Council, comprising all 60 members of South Somerset District Council, are held at least 6 times a year. The full Council approves the Council's budget and the major policies which comprise the Council's policy framework. Other decisions which the full Council has to take include appointing the Leader of the Council, members of the District Executive, other Council Committees and approving the Council's Constitution (which details how the Council works including the scheme allocating decisions and Council functions to committees and officers).

Meetings of the Council are scheduled to be held monthly at 6.30 p.m. on the third Thursday of the month in the Council Offices, Brympton Way although some dates are only reserve dates and may not be needed.

The agenda, minutes and the timetable for council meetings are published on the Council's website – www.southsomerset.gov.uk/councillors-and-democracy/meetings-and-decisions

Agendas and minutes can also be viewed via the modern.gov app (free) available for iPads and Android devices. Search for 'modern.gov' in the app store for your device and select 'South Somerset' from the list of publishers and then select the committees of interest. A wi-fi signal will be required for a very short time to download an agenda but once downloaded, documents will be viewable offline.

Public participation at meetings (held in person and via Zoom) Public question time

We recognise that these are challenging times but we still value the public's contribution to our meetings. If you would like to participate and contribute in the meeting, we would encourage you to please join on-line through Zoom at: <https://zoom.us/join>
You will need an internet connection to do this.

Please email democracy@southsomerset.gov.uk for the details to join the meeting.

If you would like to view the meeting without participating, please see:
https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA

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

If you would like to attend the meeting in person and speak at Public Question Time, please email democracy@southsomerset.gov.uk by 9.00am on Wednesday 18 May 2022. We need to know how many public are attending to ensure safe social distancing at the meeting. When you have registered, the Chairman will invite you to speak at the appropriate time during the meeting.

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South Somerset District Council

Thursday 19 May 2022

Agenda

1. **Election of Chairman**
2. **Appointment of Vice Chairman**
3. **Apologies for Absence**
4. **Minutes**

To approve and sign the minutes of the previous meeting held on Thursday, 17 March 2022.

5. **Declarations of Interest**

In accordance with the Council's current Code of Conduct (as amended 26 February 2015), 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.

Members are reminded that they need to declare the fact that they are also a member of a County, Town or Parish Council as a Personal Interest. Where you are also a member of Somerset County Council and/or a Town or Parish Council within South Somerset you must declare a prejudicial interest in any business on the agenda where there is a financial benefit or gain or advantage to Somerset County Council and/or a Town or Parish Council which would be at the cost or to the financial disadvantage of South Somerset District Council.

6. **Public Question Time**
7. **Chairman's Announcements**

Items for Discussion

8. **Chairman's Engagements** (Page 6)
9. **Appointment of Member Level Bodies 2022/23** (Pages 7 - 24)
10. **Statement of Licensing Policy under the Licensing Act 2003**

This item has been withdrawn from the Agenda and will be presented to a future Council meeting.

11. **Planning - Changes to the Scheme of Delegation to increase the efficiency of the Planning Service** (Pages 25 - 30)
12. **Planning - Planning Application Validation Requirements; Revised Validation Checklist** (Pages 31 - 132)

- 13. Planning - Discretionary fees for Pre-application advice and associated services** (Pages 133 - 139)
- 14. Notification of a Decision taken under delegated powers in respect of a Dispensation for a Councillor** (Pages 140 - 142)
- 15. Report of Executive Decisions** (Pages 143 - 147)
- 16. Audit Committee** (Page 148)
- 17. Scrutiny Committee** (Page 149)
- 18. Motions**

There were no Motions submitted by Members.
- 19. Questions Under Procedure Rule 10**

There were no questions submitted under Procedure Rule 10.
- 20. Date of Next Meeting** (Page 150)