

ILMINSTER TOWN COUNCIL

Council Offices
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Town Clerk: Joy Norris

02th February 2016

A meeting of the **PLANNING, HIGHWAYS & TRANSPORT COMMITTEE** will take place on **Tuesday 09th February 2016** in the Council Chamber, Council Offices, North Street, Ilminster **starting at 19:30 hrs.**

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Town Clerk before the meeting so that the session can be programmed effectively. Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

Please note that the Town Council is a Statutory Consultee for Planning applications and as such does not make the final decision on any application. Any decisions and comments this Committee makes will be fed into the planning process and added to the report by the Planning Officer. South Somerset District Council is the Planning Authority and will issue the final decision notice (Planning Determination) once their investigations into the application, consultation period and decision making process has been completed.

The Agenda for the meeting is given below. All plans are available to view at South Somerset District's website www.southsomerset.gov.uk or in the Town Council office.

Joy Norris
Town Clerk

AGENDA

1 Apologies for absence

To receive apologies for absence from Councillors unable to attend the meeting.

2 Declarations of Interest

To receive any declarations from Councillors and Officers of interests in respect of matters to be considered at this meeting, together with an appropriate statement regarding the nature of the interest.

3 Minutes

A)) To confirm the minutes of the meeting held on Tuesday 12th January 2016 as a correct record.(Attached)

B) To consider the office Action Plan relating to the Town Council Meetings. (Attached)

4 Police Report

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.

5 Planning Applications

The Committee is asked to consider the following applications:

a) **16/00102/FUL, Barn Rear of the Royal Oak, The Cross, Ilminster**

Change of use and conversion of existing barn into 2 No. one bedroom dwellings (revised application) (GR 336090/114152)

b) **16/00121/FUL, Land To The East Of Units At Broadoak, Canal Way, Ilminster, Somerset**

The erection of 8 No. dwelling houses with parking (GR 334957/114797).

c) **15/05319/ADV, 4-6 East Street, Ilminster, Somerset**

The display of 1 No. non illuminated lozenge sign, 2 No. non illuminated projecting signs and 1 No. vinyl sign. (GR 336147/114515)

This application has been amended by the applicants and a copy of the amended drawing is attached. The amendments are:

OMIT NEW FASCIA SIGN. PROPOSED NEW 'LOZENGE SIGN AND PROJECTING GREEN CROSS.

6 Planning Decisions made by SSDC

The following decisions have been made by South Somerset District Council and are reported for information. For more details, please see South Somerset District Council Website:

<http://www.southsomerset.gov.uk/planningsearch>

a) **15/05571/FUL, Devon & Somerset Fire Brigade Ilminster, Ilminster Fire Station, Butts, Ilminster, Somerset, TA19 0AY**

Formation of window in west elevation (GR 336226/114674)

Permission granted subject to conditions.

b) **15/05326/FUL, Russetts, Winterhay Lane, Ilminster, Somerset TA19 9BB**

The erection of a two storey extension and first floor extension over existing kitchen. (GR 335266/115186)

Permission granted subject to conditions.

c) 15/04926/FUL, Land Off Harts Close, Ilminster, Somerset TA19 9DW

The erection of 4 No. units for light industrial use (Use Class B1 (c)
(Revised application). (GR 334952/114852)

Permission granted subject to conditions.

d) 15/04266/FUL, Land Rear Of The Shrubbery Hotel, Station Road, Ilminster, Somerset, TA19 9AR

The erection of 2 No. detached dwelling houses with garages and parking. (GR 335570/114687)

Refuse Permission For The Following Reason:

'The proposal is contrary to the Council's aims to preserve the health, structure and amenity of landscape features (trees) and safeguard protected species. Furthermore, it will not provide for an acceptable level of amenity for future occupiers. The proposal is therefore contrary Policies EQ2, EQ3 and EQ4 of the South Somerset Local Plan 2006-2028.'

7 Speed Watch in Ilminster

To consider the situation regarding a voluntary speed watch group in Ilminster

ILMINSTER TOWN COUNCIL

A meeting of the **Planning, Highways and Transport Committee** was held on **12th January 2016** at **7.30pm** in the Council Chamber, North Street, Ilminster.

Present:

Chairman: Cllr Shearman

Councillors: Cllr Albin, Cllr Burton, Cllr Fagan, Cllr Fowler, Cllr Goodall, Cllr Keitch, Cllr Neave, Cllr Sothern, Cllr Storey, Cllr Swann

Officers in attendance: Mrs Theresa Loveless Administration Officer, Miss Joy Norris Town Clerk.

Members of the Public: 4 members of the public attended the meeting 2 wished to speak regarding the Sports Club (item P71) and at the Chair's suggestion agreed to speak immediately before Councillors discussed the item.

P54 Apologies for absence

Apologies for absence were received from Councillors Drayton, Kinder, Shepherd and Walker

P55 Declarations of Interest

The declarations of interest given in the table below were made regarding items on the agenda.

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
S Storey	Agenda 5a 15/05326/FUL, Russetts, Winterhay Lane, Ilminster, Somerset TA19 9BB	P68a	Lives in Winterhay Lane, knows the applicant	Personal	Voted and spoke
S Storey	Agenda 5c 15/05245/R13, Greenfylde First School, Silver Street, Ilminster, Somerset TA19 0DS	P68c	Representative for Greenfylde & Member of Ilminster Foundation	Personal	Voted
R Swann	Agenda 5c 15/05245/R13, Greenfylde First School, Silver Street, Ilminster, Somerset TA19 0DS	P68c	Member of Ilminster Education foundation	Personal	Voted
A Shearman	Agenda 5c 15/05245/R13, Greenfylde First School, Silver Street, Ilminster, Somerset TA19 0DS	P68c	Employee of Somerset County Council	Personal	Abstained
A Shearman	Agenda 5f 15/05571/FUL, Devon & Somerset Fire Brigade, Ilminster Fire Station,	P68f	Deals with the Fire Brigade through employment	Personal	Abstained

Name	Agenda Item	Minute No	Nature of Interest	Type of Interest	Action
	Butts, Ilminster, Somerset TA19 0AY				
V Keitch	Agenda 5a 15/05326/FUL, Russetts, Winterhay Lane, Ilminster, Somerset TA19 9BB	P68a	Knows the applicant	Personal	Voted

P66 Minutes

RESOLVED

- (i) that the minutes of the meeting held on Tuesday 01st December 2015 be confirmed as a correct record

An Action List was not presented for the Committee's consideration.

P67 Police Report

There was no written police report and no policing matters were raised or reported.

P68 Planning Applications

The Committee considered the following applications:

a) 15/05326/FUL, Russetts, Winterhay Lane, Ilminster, Somerset, TA19 9BB

The erection of a two storey extension and first floor extension over existing kitchen.
(GR 335266/115186)

The Councillors looked at the plans submitted for the application.

RECOMMEND approval

b) 15/04926/FUL, Land off Harts Close, Ilminster, Somerset, TA19 9DW

The erection of 4. No units for light industrial use (Class B1) c Revised Application
(GR 334952/114852)

Issues discussed during consideration of this application included:

- Windows would possibly make the building more appealing.

RECOMMEND approval

c) 15/05245/R13, Greenfylde First School, Silver Street, Ilminster, Somerset, TA19 0DS

Replacement of existing single glazed timber windows and doors with new contemporary style windows and doors (GR 3335975/114454)

Issues discussed during consideration of this application included:

- Style of the doors and windows and material

RECOMMEND approval providing the Conservation Officer is happy with the materials to be used

d) 15/04266/FUL, Land Rear of the Shrubbery Hotel, Station Road, Ilminster, Somerset, TA19 9AR

The erection of 2.No detached dwelling houses with garages and parking.
(GR 335570/114687)

Additional information has been received. The amendments were:

Re-siting of Plot 8 and amended tree report.

- Site moved away from tree canopy

RECOMMEND approval subject to the Tree Officer being satisfied with the report.

- e) **15/05555/FUL, 3 Summervale Mews, Wharf Lane, Ilminster, Somerset TA19 0BA**
Erection of single storey rear extension (GR 335933/114401)

Issues discussed during consideration of this application included:

- Tight to boundaries
- Style of windows
- Still building continuing on site
- Large portion of rear garden used for extension
- Neighbours whilst informed of planning application have yet to move on site
- Cluttered site and overcrowded

RECOMMEND refusal on grounds of over development.

- f) **15/05571/FUL, Devon & Somerset Fire Brigade, Ilminster Fire Station, Butts, Ilminster, Somerset , TA19 0AY3**

Formation of window in west application (GR 33226/114674)

Issues discussed during consideration of this application included:

- Councillors looked at the plans

RECOMMEND approval

P69 Planning Decisions made by SSSDC

The following decisions made by South Somerset District Council were reported for information:

- a) **15/04894/FUL, The Shrubbery hotel, Station Road, Ilminster, Somerset, TA19 9AR**

The erection of a gazebo and engineering works (Part Retrospective) (GR 335574/114744)

Permission granted subject to conditions.

- b) **15/02135/LBC, 15/02134/FUL, 54 East Street, Ilminster, Somerset, TA19 0AW**

Demolition of existing building, subdivision of existing 3 bedroom dwelling house and erection of two storey extension to create 2 No. dwelling houses (GR 336421/114559)

Permission granted subject to conditions.

P70 Withdrawn Planning Application:

The following decisions made by South Somerset District Council were reported for information.

- a) **15/04779/FUL, Barn rear of the Royal Oak, The Cross, Ilminster, Somerset**

Change of use and conversion of existing barn into 2 No. one bedroom dwellings (GR 336090/114152)

The application is withdrawn

The Chair took the meeting out of session to enable the 2 members of the public, who had registered to speak, to address the meeting.

Speaker 1: Craig Rice

- Plans viewed, suggestion made that plans were professionally drawn
- Now included a machinery shed, shown on plan
- Negotiations with a roof & carpentry contractor if plans go ahead
- Structural engineer in place if building control request it
- Pinnacle Associates to complete Risk Assessments whilst works go ahead

- All materials are listed on plans
- Visual impression shown

Speaker 2: John Pallister – said he was willing to answer any Councillors' questions

The Chair took the meeting back into session.

P71 Sports Club, Wharf Lane Recreation Ground.

Councillors considered a request from Ilminster Cricket Club for the Town Council to submit and pay for a planning application for work to the sports club. The plans were displayed 30mins prior to commencement of the meeting.

Issues discussed included:

- Little information on door widths & disabled toilets
- Manhole covers
- Exciting that these facilities will be redeveloped and improve sporting facilities for the town
- Question raised if the Council would pay and submit the application
- Agreed to approve in principle providing plans are fit for purpose prior to submitting to planning

RECOMMEND Town Council to pay for the Planning application in principle
subject to plans being fit for purpose.

Note: Cllr Burton arrived during the discussion on this agenda item and therefore abstained in the vote.

P72 Ilminster Drains and Gullies.

The Assistant Highways Service Manager has provided the following information (10 December 2015) in response to an enquiry from the Town Council

"Drain cleaning will commence in the New Year which covers all of the Ilminster Area. Contractors are currently doing a round of 2400 gullies which covers Buckland St Mary, Horton, Donyatt, Combe St Nicholas and Ashill and this could take until the end of January to complete. Ilminster with 980 gullies will follow on immediately after this round".

Issues discussed during this consideration of this agenda item included:

- No flooding issues had been reported to the Town Council Office over the Christmas period
- Some grates blocked but these had been reported direct to relevant authorities
- Urge the public to report issues in order for a log to be maintained which could increase the cleaning in problem areas, if issues are not reported no improvements can be made
- Take photographs to support issues
- Rain has caused issues with infill around man hole covers, issues of more than 1 inch can be reported to highways.

RECOMMEND

To report issues as they arise.

P73 Parking in Ilminster

The Committee considered its stance on various parking limitation requests so that the Somerset County Council Highways Department could be advised and requested to take any action.

Station Road

Request: Disabled bay to be removed and replaced with double yellow lines at the former church/hall. Few issues reported of flooding over the Festive Period
Issues discussed during consideration of this item included:

- Road marking had faded drastically
- The parking bay had been used by a former resident

RECOMMEND agree to the removal of the disabled parking bay and replacing it with double yellow lines

Higher Beacon

Request: Possibility of removing a short section of Double Yellow Lines to assist with residential parking.

Issues discussed during consideration of this item included:

- Query on location, thought it was New Road
- Good safety measure – no reason to remove
- Would struggle to get a large vehicle through if removed, car parking would make it more dangerous.

RECOMMEND refusal of the request to remove the double yellow lines on grounds of safety and visibility

Court Barton

Parking around the "green"

Issues discussed during consideration of this item included:

- If vehicles parked you would be unable to drive around the green
- Could be issued raised by residents

RECOMMEND

- (i) to agree to double yellow lines to replace the existing H bar
- (ii) not to implement any restricted parking on the southern area of the green

The following items were reported for information in order to update Councillors on previous requests:

New Road

Replacing the current white H bar marking with double yellow lines, pinch point near the arch

Market Square Area

Disabled parking

Listers Hill

Replacement of the H-Bar with yellow lines on Listers Hill outside Miranda Terrace

Love Lane

Request for double yellow lines

North Street

Request for disabled bay

West Street

Possibility of a designated loading bay

East Street/Bay Hill

Removal of parking spaces and replacement with double yellow lines

The meeting closed at 20:30hrs

Draft

Planning, Highways & Transport Committee Action List
For meeting 9 February 2016
 Updated 21 January 2016

Agenda No 3b

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
1	8.09.15	Tree Preservation Order	Once the new Senior Open Spaces Warden is in place, walking the route along the canal to highlight potential new submissions for a new Order, and that the SSDC Tree Officer's advice be sought as to the merit of any potential application.	Senior Open Spaces Warden / Deputy Town Clerk	Investigating criteria and Impact of TPOs with a view to reporting to March PHT Committee	
2	8.09.15 P38	Tree Preservation Order	A copy of the TPO to be given to the Contract Administrator of the Football and Cricket Facility	Town Clerk	Email with TPO sent to Contract Administrator, Site Manager & Football Club	21.01.16
3	11.08.15 P26	Bus Service	Write to relevant organisations / bus service providers making representations to maintain, and if possible, improve the bus services in Ilminster	Town Clerk		
4	11.08.15 P28 D	Signage on A303	Write to Highways Agency requesting sign at each end of the Ilminster Bypass recording the number of accidents / fatalities	Town Clerk	Letter sent	22.01.16
5	11.08.15 P28 E	Safety on A303	(i) Write to relevant people and organisations expressing the Town Council's concerns and passing on the ideas that have been given to Councillors	Town Clerk	Letter sent	22.01.16

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
			(ii) that the Town Clerk contacts the relevant organisations to enquire as to the current situation and timescale for the proposals to dual the Iminster Bypass section of the A303			
6	11.08.15 P28 F	Parking in Iminster when A303 Closed	Write to South Somerset District Council and Somerset County Council to ask if they will consider allowing free, unrestricted parking for the period of any closure of the Iminster Bypass.	Town Clerk		
7	11.08.15. P28G	Traffic Flow At Southfields Roundabout	Contact the member of the public who raised the issue to explain that Town Council have discussed the suggestion of installing traffic lights but do not support it	Town Clerk	Member of the public emailed with outcome of the meeting	22.01.16
8	11.08.15. P28H	Parking In Iminster	Write to the various organisations saying that residents have raised concerns about parking in Iminster	Town Clerk		
9	07.07.15 17H	Identifying location for a new Bus Stop	RESOLVED that possible locations be investigated	Town Clerk		
10	07.07.15 17 I	Coach Parking	RESOLVED that possible locations be investigated	Town Clerk		
11	07.07.15 17 J	Additional Bus Shelters	RESOLVED (i)that the Town Council supports in principle the idea of more bus shelters at bus stop on the school bus routes	Town Clerk		

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
12	07.07.15 17 L	Free Car Parking for 2 hours	<p>(ii)research is undertaken to establish the location requirements that need to be met for providing a bus shelter</p> <p>(iii)the school bus routes and existing bus stops are identified</p> <p>(iv)the typical costs of providing and installing a bus shelter are researched</p> <p>(v)that the findings form (ii) – (iv) above are reported back to a future meeting</p> <p>RESOLVED that the Town Council approach South Somerset District Council to investigate whether they would be happy to support the idea of 2 hours free car parking in the town and where this may be implemented.</p>	Town Clerk		