

ILMINSTER TOWN COUNCIL



Council Offices
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Town Clerk: Joy Norris

Tuesday 29th September 2015

Dear Councillor

A meeting of the **PLANNING, HIGHWAYS & TRANSPORT COMMITTEE** which you are summoned to attend will be held on **Tuesday 6th October 2015 at 7.30 pm**. The meeting will be held at the Council Chamber, Council Offices, North Street, Ilminster.

The business to be transacted at the meeting is outlined on the Agenda below. Any reports listed as "to follow" will be made available as soon as possible, and in any event at least 30 minutes before the start of the meeting.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Joy Norris', written over a horizontal line.

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 8th September 2015 as a correct record. (To follow)
 - B)** To consider the office Action Plan relating to the Town Council Meetings. (To follow)
- 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 application:

- a) **15/04036/LBC, The Chantry, 3 Court Barton, Ilminster, Somerset, TA19 0DU**
Alterations to wall to include rebuilding of wall (Revised Application) (GR 335991/114603)
- b) **15/04031/FUL, Land Adjoining Spring Haven Listercombe Close, Ilminster, Somerset, TA19 0EW**
The erection of a pair of semi-detached dwellings (GR 336102/113958)
- c) **15/03806/FUL, Land South of Southfields Roundabout, Horton, Ilminster, Somerset**
Erection of white salt storage barn (GR 334269/115170)
- d) **15/03957/FUL, 5 Bay Hill, Ilminster, Somerset, TA19 0AT**
Installation of Flue (GR 336598/114524)
- e) **15/04112/FUL, Winterhay Lane Farm, Winterhay Lane, Ilminster, Somerset, TA19 9PL**
Demolition of porch and erection of a conservatory (GR 335658/115270)
- f) **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)

6. Planning Decisions made by SSSDC

The decisions listed below 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) **15/02944/FUL 39 The Cross, Ilminster, Somerset, TA19 0EH**
The erection of 1 No. dwellinghouse (revised application). (GR 336133/114104)
Permission granted.
- b) **15/03516/FUL 23 Listers Hill, Ilminster, Somerset, TA19 0EN**
Demolish existing single storey extension and erection of single storey extension.
(GR 336052/113815)
Permission granted.
- c) **12/02449/FUL Factory Site Dowlish Ford Mills Greenway Dowlish Ford Ilminster Somerset**
Application for a new planning permission to replace extant permission 08/02144/FUL for alterations and extensions to the new lodge, conversion and extensions to existing buildings and the erection of a new building to form 8 no. live/work units (GR 335755/113300)
The application is now withdrawn.

ILMINSTER TOWN COUNCIL

A meeting of the **PLANNING, HIGHWAYS & TRANSPORTATION COMMITTEE** was held on **Tuesday 8th September 2015** on the rising of the Open Spaces Committee Meeting in the Council Chamber, Council Offices, North Street, Ilminster,.

Present:

Chairman: Cllr Shearman

Councillors: Cllr F Albin, Cllr R Drayton, Cllr J Fagan, Cllr J Fowler, Cllr V. Keitch, Cllr D Kinder, Cllr S Shepherd, Cllr S Storey, Cllr R Swann and Cllr T Walker

Officers In Attendance: Miss J Norris (Town Clerk), Miss A Tolland

Members of the Public: No members of the public attended the meeting.

At the start of the meeting a sheet was circulated to Councillors giving comments made by Planning Officers and other consultees on the application listed on the agenda;. it was noted that the application had already been agreed by South Somerset District Council.

P31. Apologies for absence

Apologies for absence were received from Councillors Burton, Neave, Goodall, Sothern and Shepherd,

P32. 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
Cllr. V. Keach	Agenda Item 5 Planning Application 15/03516/FUL	P35	Knowing the Planning Officer and the application site is in close proximity to her own house	Personal	Spoke
Cllr. R. Drayton	Agenda Item 5 Planning Application 15/03516/FUL	P35	Close proximity to a relative's house	Personal	Spoke and abstained from voting

Chair's Initials

P33. Minutes

RESOLVED

- (i) that the minutes of the meeting held on 11th August 2015 be confirmed as a correct record.
- (ii) To note the action list relating to the Planning, Highways and Transport Committee.

Issues raised during consideration of the action list included:

- Action list: Item No. 12 - Free Car Parking for 2 hours. The District Council were investigating a similar district-wide suggestion but no decision had been made.
- Action list: Item No. 13 – Letter to Wales & West Utilities. The Town Clerk had spoken to them and, in future, they will contact us first for our suggestions on timings and routes. It was not possible on this occasion as it was a new connection for the block of flats and they were subject to a legal timeframe.
- The Road Closed sign at the top of North Street should be further down.
- The sign outside McColls was difficult /confusing. It was noted that this was short term

P34. Police Report

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

P35. Planning Applications

a) 15/03516/FUL, 23 Listers Hill, Ilminster, Somerset, TA19 0EN

Demolish existing single storey extension and erection of single storey extension (GR 336052/113815)

It was noted that this planning application had already been granted permission. It was nevertheless discussed and approval recommended.

P36. Planning Decisions made by SSDC

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

a) 15/02960/FUL 12 Orchard Vale, Ilminster, Somerset, TA19 0EU

The erection of a single storey rear extension (GR 335995/114284)

Permission granted.

b) 15/03105/LBC 44 East Street, Ilminster, Somerset, TA19 0AW

Replacement window on rear elevation and removal of internal wall (Implemented). (GR 336378/114569)

Permission granted.

c) 15/02592/LBC 6 High Street, Ilminster, Somerset, TA19 9AW

Replacement windows (GR 336027/114721)

Permission granted.

P37. Temporary Road Closures

The Town Council had been notified of the temporary road closures relating to Puckington Road and Ditton Street.

Chair's Initials

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- No observations were made by the Committee.

P38. Ilminster No. 1 Tree Preservation Order

The Town Council has been notified of the Order.

Issues discussed during consideration of the item included:

- A copy of the TPO to be given to the Contract Administrator of the Football and Cricket Facility.
- A new application would need to be made for any new trees not included in the TPO. It was noted that once a TPO was in place, application had to be made to the District Council before any work, such as pruning, could be carried out on a tree.
- 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.

P39. Naming of new roads in Ilminster

a) This item had been deferred from the previous meeting.

Suggestions for potential road names or themes for names included:

- Charles Moore, renowned in the field of geology
- John Edward Taylor, founder of the Manchester Guardian
- Whaites Road, in memory of Councillor Paul Whaites
- Cryer Close or other name linked to the role of the Town Crier in memory of Jim Old.
- Monmouth rebellion, Field Marshall Harding

It was pointed out that written permission would be required from relatives for streets named after recently deceased individuals.

The meeting closed at 20.25 hrs.

Chair's Signature and Date

Planning, Highways & Transport Committee Action List
 For meeting 6th October 2015
 Updated 2nd October 2015

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. A copy of the TPO to be given to the Contract Administrator of the Football and Cricket Facility	Senior Open Spaces Warden		
2	8.09.15 P38	Tree Preservation Order		Town Clerk		
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		
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 (ii) that the Town Clerk contacts the relevant organisations to enquire	Town Clerk		

No	Meeting Date and Minute Number	Topic	Action (To Do)	Action By	Action Taken	Date Completed
			as to the current situation and timescale for the proposals to dual the Ilminster Bypass section of the A303			
6	11.08.15 P28 F	Parking in Ilminster 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 Ilminster 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		
8	11.08.15. P28H	Parking In Ilminster	Write to the various organisations saying that residents have raised concerns about parking in Ilminster	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		