

## West Crewkerne Parish Council

Minutes of a meeting of West Crewkerne Parish Council held at Clapton & Wayford Village Hall on Tuesday 10<sup>th</sup> September 2013.

(7.00 p.m. – 8.30 p.m.)

### Present:-

#### Members

Mrs J Borland (Chairman)  
Mr F Broom  
Mr H Ploszek

Mrs S Swaffield  
Mr S Wetherall  
Mr J Wyatt

### Also Present:-

Mrs S Osborne, District Councillor, SSDC  
Zoe Harris, Neighbourhood Development Officer, SSDC  
Jo Wilkins, Policy Planner, SSDC  
Mrs A Cox, Democratic Services Manager, SSDC (acting as Clerk)  
16 members of the public.

#### 1. Apologies for Absence (Agenda item 1)

There were no apologies for absence.

#### 2. Public Open Forum (Agenda item 2)

Mr R Franklin complimented the Parish Council on their website content and maps of the parish which he said were very useful.

#### 3. Declarations of Interest in items on the Agenda (Personal or Pecuniary) (Agenda item 3)

Mrs S Swaffield declared a personal and prejudicial interest in Agenda item 7 Planning Matters (c) and (e) relating to Coombe Farm Roundham as her son occupied a property owned by the applicants. She took no part in the Parish Council representations submitted on these applications.

Mr J Wyatt declared a personal and prejudicial interest in Agenda item 7 Planning Matters (b) relating to Wydale Plastics Ltd, Brightwell Farm, Cathole Bridge Road, Crewkerne as his brother was the applicant. He took no part in the Parish Council representations submitted on this application.

#### 4. To approve the minutes of the Parish Council Meeting held on 9<sup>th</sup> July 2013 (Agenda item 4)

The minutes of the Parish Council meeting held on 9<sup>th</sup> July 2013, having been previously circulated, were approved and signed as a true record of the meeting.

## **5. Matters arising from the Minutes (Agenda Item 5)**

**a. Parish Plan discussion by the Parish Council** – The Chairman advised that at the previous meeting, Mr D Yeomans had asked when Parish Plans had been discussed and minuted by the Parish Council. She advised that the matter of Neighbourhood Planning had been discussed and minuted on three occasions since the meeting on 12<sup>th</sup> September 2012, when an invitation to a Neighbourhood Planning Workshop had been received. At no time had the possibility of a Parish Plan been discussed, however, two officers from South Somerset District Council were in attendance to discuss the differences between them that evening.

## **6. Parish Plans and Neighbourhood Plans (Agenda item 6)**

The Chairman introduced Zoe Harris, Neighbourhood Development Officer and Jo Wilkins, Policy Planner from South Somerset District Council who would explain the processes involved in both Parish Plans and Neighbourhood Plans.

Miss Harris explained that a Parish Plan involved the whole community to look at how a parish would like to develop itself over the following 5 to 10 years. Parish Plans encompassed all areas of parish life, not just the brick and mortar structures. They would cover issues like traffic, transport, amenities, safety, social activities, housing, shops and any other area important to the community.

She said that most Parish Plans started with a drop-in open workshop to include all residents where local known issues were displayed on boards and people were asked to comment by adding their own thoughts. From the comments, a questionnaire would be compiled by a steering group and circulated to every household (with an incentive to encourage people to return them) and from those responses, a Parish Plan document with an action plan of improvements could be compiled and progressed through the Parish Council, the District and County Councillor.

Mrs Wilkins explained that Neighbourhood Plans were introduced by the Localism Act 2011 and, once completed were a formal statutory document alongside the SSDC Local Plan. Their purpose was to promote and direct development in an area rather than restrict it, for example by identifying land for local low cost housing or employment land. She said they were a serious undertaking for a community and there were several formal stages to complete, including examination by a Planning Inspector, compliance with European Union regulations and a parish referendum where more than 50% of the local community must vote in favour of the plan. SSDC officers would support any parish who wished to undertake a Neighbourhood Plan and funding was available through the DCLG (Department for Communities and Local Government).

In response to questions from the public, Miss Harris and Mrs Wilkins confirmed that:-

- It may be preferable to start with a Parish Plan to identify any issues and see if there was a desire within the community to produce a Neighbourhood Plan.
- Neighbourhood Plans were more technical to produce because once adopted, they carried statutory weight and planning applications were considered in line with them.

- Parish Plans were a material consideration in any proposed development but Neighbourhood Plans carried more weight.
- It may be possible to use existing Planning Policies to allow small scale development within the community without the need for either a Parish or Neighbourhood Plan. Emerging planning policy SS2 and saved policy HG9 both allowed for development in rural settlements.
- Development land around Crewkerne was now identified up to the year 2028 in the emerging Local Plan. It was possible to have a local green space designated area in a Neighbourhood Plan to create a buffer-zone between settlements but they were not designed to protect large tracts of land (see paragraphs 76 and 77 of the National Planning Policy Framework).
- Individuals and Parish Councils have had opportunity to comment on the emerging South Somerset Local Plan and further public consultation would take place on Proposed Main Modifications.
- To start either a Parish Plan or Neighbourhood Plan, the first step would be to form a steering group of representatives from the Parish Council, local groups and local residents from each of the settlements within the parish to ensure broad representation.
- The drop-in open workshop to gauge residents' views should be supported by refreshments to encourage people to attend.
- A Parish Plan steering group would ideally have 10 to 12 representatives and the process would take around 18 months to complete.
- Approximately 50% of villages in South Somerset had Parish Plans.
- It may be possible to apply to South Somerset District Council Area West Committee for funding to complete a Parish Plan although some match-funding would be expected from the Parish Council. Many good projects arose out of Parish Plans and the evidence within the Parish Plan document could be used to apply for funding to complete them.

In conclusion, both officers confirmed that they would be pleased to discuss the matter further with individuals and support the production of either a Parish or Neighbourhood Plan.

During discussion, several Parish Councillors and members of the public expressed an interest in joining a steering group to consider commencing either a Parish Plan or a Neighbourhood Plan. The Chairman confirmed that the Parish Council would pay for the hiring of the village hall for an open event to gauge local interest. It was suggested that there were several events due to be held in the village hall in the coming months and it may be possible to include the consultation event with them, however, the Village Hall Committee would have to be approached to discuss this. It was agreed that members of the public would attend the next meeting of the Parish Council with a date for the open event.

## **7. Planning Matters (Agenda item 8)**

The Chairman advised that the following planning consultation comments would be submitted to the district council:-

- A) **13/03151/FUL Henley House, Henley Manor, Crewkerne TA18 8PQ. Installation of garage door to existing garage opening (GR 343958/107685)** – it was noted that not all Councillors had seen the plans and so comments would be submitted within the following two weeks.
- B) **13/03134/FUL Wydale Plastics Ltd. Brightwell Farm, Cathole Bridge Road, Crewkerne Somerset. TA18 8RF the demolition of outbuildings and the erection of extension to factory (GR 342973/109244)** – no objections so approval recommended with conditions.
- C) **13/02314/FUL Coombe Farm, Roundham, Crewkerne TA18 8RR. Erection of extension to water storage building (GR 341015/109507)** - Application permitted by SSDC with conditions.
- D) **13/01863/FUL The Hall and Parlour House, Henley Manor, Henley, Crewkerne, Somerset TA18 8PN Removal of section of wall and installation of gates (GR343972/107647)** - Application permitted by SSDC with conditions.
- E) **13/01874/FUL Unit C, Lower Coombe Farm, Roundham, Crewkerne, Somerset TA18 8RL Sub divide Unit C and change use from B1/B8 to B2 for use as MOT testing garage (GR 341615/109700)** - Application permitted by SSDC with conditions.
- F) **13/02072/S73 Land OS 3600 South of Hewish, Crewkerne, Somerset. Application to vary condition 02 (approved plans) of 12/00232/FUL to amend design of storage building (GR 342412/108141)** - Application permitted by SSDC with conditions.

## **8. Highway Matters (Agenda item 9)**

Councillor Broom advised that he had received a telephone call confirming that the work to Dunsham Lane would be completed before Christmas 2013.

Councillor Broom also confirmed that the repairs to Seaborough Lane had now been completed.

The Chairman advised that she had received a letter from the Highway Authority notifying the parish that Cathole Bridge Road, West Crewkerne would be closed overnight on 7<sup>th</sup> October to allow Network Rail to carry out white lining on the road.

The Chairman also advised that although the resurfacing of the main road through Clapton had been reported to the Highway Authority, after it had partially washed off, she had still to hear when the work would be re-done.

## **9. Reports from Councillors, Including District and County Councillors and the Burial Board (Agenda item 10)**

District Councillor Sue Osborne advised that:-

- She would follow up the road resurfacing of the main road through Clapton with the Highway Authority and County Councillor John Dyke.
- The decision to proceed with either a Neighbourhood Plan or Parish Plan should not be taken lightly. Although funding was available, she recommended that a budget for either Plan be set. If anyone wished to speak to the co-ordinators of the East Coker Neighbourhood Plan to gain an insight of what was involved, she had their contact details and was happy to share them.
- She encouraged anyone who was having difficulty paying their Council Tax to get in contact with the District Council at an early opportunity to discuss their options, particularly those people who were paying Council Tax for the first time under the Council Tax Reduction Scheme.
- The District Council were now able to retain 40% of Business rates collected in the area to provide incentives to drive economic growth, however, there were implications to the amount collected if a major employer decided to leave the area.
- She and her husband had enjoyed attending the opening event for the improvements to the Clapton & Wayford Village Hall the previous week and she thanked the local community for their warm welcome and hospitality.

Councillor Wyatt advised that the Crewkerne and District Safety Group were holding an open event on Friday 13<sup>th</sup> September in the morning in Falkland Square, Crewkerne which was an opportunity to meet the local beat police officers.

The Chairman advised that the Crewkerne Cemetery were holding a Heritage Open Afternoon on Sunday 15<sup>th</sup> September between 2.00pm and 4.00pm where people could view burial records and other interesting documents.

## **10. Finance (Agenda item 11)**

The Chairman advised that no accounts or invoices were due to be paid. She was expecting to receive the 2012/13 parish accounts back from the Auditors, Grant Thornton, and would post them on the Parish Council website when they were received.

## **11. Correspondence (Agenda item 12)**

The following correspondence received was noted:

- A letter of thanks from the Village Hall Committee for the £500 grant and appealing for new members of the Village Hall Committee.
- A letter from Connecting Devon and Somerset regarding high speed broadband (to be placed on the Parish Website).
- An invitation from the Somerset Association of Local Authorities (SALC) to their Annual General Meeting on Saturday 28<sup>th</sup> September 2013.
- An invitation from the National Association of Local Councils (NALC) to their Annual General Meeting on Thursday 19<sup>th</sup> September 2013 in Bristol.
- A survey on the right to build.

- An invitation to an SSDC Workshop on 25<sup>th</sup> September in Yeovil to discuss the council tax base, the council tax reduction scheme and the 2014/15 parish precepts.
- An invitation to the South Somerset Together Local Strategic Partnership Annual Assembly on Wednesday 23<sup>rd</sup> October 2013.
- The Senior Siren Magazine – providing advice for older people (link to be placed on Parish Website).

## **12. Date of next meeting**

It was agreed that the next meeting of the Parish Council would be held on Tuesday 12<sup>th</sup> November 2013 at Clapton & Wayford Village Hall at 7.00 pm.

The meeting closed at 8.30 pm.

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Chairman