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## **Area West Committee**

**Wednesday 17th June 2020**

**4.30 pm**

**A virtual meeting via Zoom meeting software**

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The following members are requested to attend this virtual meeting:

Jason Baker  
Mike Best  
Dave Bulmer  
Martin Carnell  
Brian Hamilton  
Ben Hodgson

Val Keitch  
Jenny Kenton  
Paul Maxwell  
Tricia O'Brien  
Sue Osborne  
Robin Pailthorpe

Oliver Patrick  
Garry Shortland  
Linda Vijeh  
Martin Wale

There are no planning applications to consider this month.

Any members of the public wishing to address the virtual meeting during Public Question Time need to email [democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk) by 9.00am on 16 June 2020.

This meeting will be viewable online by selecting the committee meeting at:  
[https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF\\_soA](https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA)

For further information on the items to be discussed, please contact:  
[democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk)

This Agenda was issued on Tuesday 9 June 2020.

*Alex Parmley, Chief Executive Officer*

**This information is also available on our website  
[www.southsomerset.gov.uk](http://www.southsomerset.gov.uk) and via the mod.gov app**

## **Information for the Public**

In light of the coronavirus pandemic (COVID-19), Area West Committee will meet virtually via video-conferencing to consider and determine reports. For more details on the regulations regarding remote / virtual meetings please refer to the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 as part of the Coronavirus Act 2020.

## **Area West Committee**

Meetings of the Area West Committee are usually held monthly, at 5.30pm, on the third Wednesday of the month (unless advised otherwise). However during the coronavirus pandemic these meetings will be held remotely via Zoom and the starting time may vary.

Agendas and minutes of meetings are published on the council's website at:  
<http://modgov.southsomerset.gov.uk/ieDocHome.aspx?bcr=1>

Agendas and minutes can also be viewed via the mod.gov app (free) available for iPads and Android devices. Search for 'mod.gov' in the app store for your device, install, and select 'South Somerset' from the list of publishers, 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 via Zoom)**

### **Public question time**

We recognise that these are challenging times but we still value the public's contribution to our virtual meetings.

If you would like to address the virtual meeting during Public Question Time or regarding a Planning Application, please email [democracy@southsomerset.gov.uk](mailto:democracy@southsomerset.gov.uk) by 9.00am on 16 June 2020. When you have registered, the Chairman will invite you to speak at the appropriate time during the virtual meeting.

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.

This meeting will be streamed online via YouTube at:  
[https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF\\_soA](https://www.youtube.com/channel/UCSDst3IHGj9WoGnwJGF_soA)

### **Virtual meeting etiquette:**

- Consider joining the meeting early to ensure your technology is working correctly.
- Please note that we will mute all public attendees to minimise background noise. If you have registered to speak during the virtual meeting, the Chairman or Administrator will un-mute your microphone at the appropriate time. We also respectfully request that you turn off video cameras until asked to speak.
- Each individual speaker shall be restricted to a total of three minutes.
- When speaking, keep your points clear and concise.
- Please speak clearly – the Councillors are interested in your comments.

## **Planning applications**

There are no planning applications to consider this month.

## **Recording and photography at council meetings**

Recording of council meetings is permitted, however anyone wishing to do so should let the Chairperson of the meeting know prior to the start of the meeting. The recording should be overt and clearly visible to anyone at the meeting, but non-disruptive. If someone is recording the meeting, the Chairman will make an announcement at the beginning of the meeting.

Any member of the public has the right not to be recorded. If anyone making public representation does not wish to be recorded they must let the Chairperson know.

The full 'Policy on Audio/Visual Recording and Photography at Council Meetings' can be viewed online at:

<http://modgov.southsomerset.gov.uk/documents/s3327/Policy%20on%20the%20recording%20of%20council%20meetings.pdf>

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# Area West Committee

## Wednesday 17 June 2020

### Agenda

#### *Preliminary Items*

**1. To approve as a correct record the Minutes of the Previous Meeting**

To approve as a correct record the minutes of the previous meeting held on 20<sup>th</sup> May 2020.

**2. Apologies for Absence**

**3. 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.

#### **Planning Applications Referred to the Regulation Committee**

The following members of this Committee are also members of the Council's Regulation Committee:

Councillors Jason Baker, Sue Osborne and Linda Vjeh.

Where planning applications are referred by this Committee to the Regulation Committee for determination, Members of the Regulation Committee can participate and vote on these items at the Area Committee and at Regulation Committee. In these cases the Council's decision-making process is not complete until the application is determined by the Regulation Committee. Members of the Regulation Committee retain an open mind and will not finalise their position until the Regulation Committee. They will also consider the matter at Regulation Committee as Members of that Committee and not as representatives of the Area Committee.

**4. Date and Venue for Next Meeting**

Councillors are requested to note that the next Area West Committee meeting is scheduled to be held on Wednesday 15<sup>th</sup> July 2020 using Zoom virtual meeting software.

**5. Public Question Time**

This is a chance to ask questions, make comments and raise matters of concern.

Parish/Town Councils may also wish to use this opportunity to ask for the District Council's support on any matter of particular concern to their Parish/Town.

Anyone wishing to raise matters in relation to items on the agenda may do so at the time the item is considered.

## **6. Chairman's Announcements**

### *Items for Discussion*

- 7. Chard Regeneration Scheme Update** (Pages 6 - 10)
- 8. Area West - Covid 19 Community response** (Pages 11 - 12)
- 9. Area West Committee Forward Plan** (Pages 13 - 14)
- 10. Planning Appeals** (Page 15)

**Please note that the decisions taken by Area Committees may be called in for scrutiny by the Council's Scrutiny Committee prior to implementation.**

**This does not apply to decisions taken on planning applications.**

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### Chard Regeneration Scheme Update – Area West

Project Sponsor: Martin Woods, Director of Place  
Lead Officer: Dan Bennett, Property and Development Project Manager  
Contact Details: [dan.bennett@southsomerset.gov.uk](mailto:dan.bennett@southsomerset.gov.uk) or 07971 111889

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### Purpose of the Report

1. The report provides a general progress update on the Chard Regeneration Scheme, specifically:
  - i) An overview of the impact of Covid-19 on the project
  - ii) A progress update on the construction works
  - iii) An update on the closure of the Boden Street public toilets and the plans for demolition
  - iv) An update on the HAZ (High Streets) project

### Recommendations

2. That Area West Members:
  - note the contents of the report

### Background

3. Following detailed design, SSSC applied in May 2019 for Planning Consent and Listed Building Consent to build a new Leisure Centre, Library & Community Hub and public realm improvements at the Boden Mill (ACI site) in Chard. The proposal requires the removal of buildings associated with the factory site but the retention of the Mill, Building 11, the listed arch and some adjoining buildings to the south of the arch. The planning application was heard by both SSSC's Area West Committee and then Regulation Committee on 3 September 2019 where it received approval.

### Covid-19 Overview

4. Given the uncertainty surrounding Covid-19 and safety of worker and the public, the main contractor decided to suspend construction operations at the site on March 27<sup>th</sup> for two weeks.

5. This two week break allowed the main contractor to assess the situation and plan for a safe recommencement of works. There were many discussions in the background between SSSDC, the main contractor and Alliance Leisure. Alex Parmley led these discussions and was instrumental in securing the re start of construction works on April 14<sup>th</sup>.
6. Although works have recommenced we need to be aware of the delays Covid-19 has brought to the project. These are concentrated in three areas:
7. Supply chain delays, such as materials being delayed in transit, suppliers remaining closed or delays through key supply chain partners being unable to carry out their duties through illness/staff shortage.
8. Site delays due to social distancing. This could include limits on the total number of people on site, limits on the number of workers in any given area at a time, or delays through additional site health checks and monitoring.
9. Sub-contractor delays, where critical sub-contractors are late starting due to unfulfilled commitments on other sites or staff absence through illness.
10. Cumulatively, it is difficult to fully assess the impact of the potential delays caused by Covid-19 at this early stage. It is important to state that the works are currently behind programme due to Covid-19 and members will be kept updated should this situation change.

## Progress Update

11. Following the temporary close down of the construction site due to Covid-19, work recommenced on Tuesday 14<sup>th</sup> April.
12. The impact of Covid-19 severely affected the supply chain and the main contractor had to seek alternative suppliers or sub-contractors to ensure that works could continue.
13. The return of workers to the site necessitated new safety procedures and site rules to maintain the safety of workers and the public. Although these procedures have not yet added cost to the build project they do add time to the working day resulting in a very minor loss of productivity.
14. The works on site currently are mainly drainage and sub structure works requiring a limited number of personnel. As the construction programme progresses and the number of operatives on site increases there will be new challenges for the site management to maintain social distancing. This could result in some construction operations taking longer than planned due to the number of people on site being limited for safety reasons.



15. To date, the drainage works are progressing well with surface water attenuation tank being installed under the former Marketfield car park. The photo below shows the largest tank located just behind the Royal Mail sorting office.



16. Trees. A number of mature trees were scheduled for removal as part of the works in Marketfield and Boden Street car parks. We have requested that these trees are retained or replaced in the most effective manner.

### **Boden Street public convenience closure**

17. The decision to close the Boden Street public conveniences was approved at the March 2020 Regeneration Board meeting.
18. Following this decision, the facility was subject to further anti-social behaviour culminating in a fire over the Easter bank holiday.
19. The fire affected the accessible WC facility, which was closed with immediate effect. The remaining facilities closed at the end of April following consultation with the Town Council and press releases to the public.
20. The facilities are now secured and officers are undertaking the necessary processes to have the power and water services disconnected to enable demolition.



21. As part of the preparation for demolition the parking ticket machine, signage and rubbish bin will be relocated to the perimeter wall of the car park. The majority of the car park will remain open to the public during the demolition works with appropriate safety measures in place.
22. The demolition works are expected to commence in June or July, subject to the disconnection of services.

### HAZ Project

23. The Chard High Street Heritage Action Zone project is part of a nationwide initiative designed to secure lasting improvements to our historic high streets for the communities who use them. It is funded by the Ministry of Housing, Communities and Local Government and run by Historic England.
24. South Somerset District Council applied for a grant of £1m for the project of which they are expected to find match funding. The programme will deliver improvements to the high street through three complementary strands: (a) undertaking physical improvement works to town centre buildings and within the public realm; (b) facilitating cultural activities and events celebrating the history of the high street and its importance to local communities over the generations and, crucially, (c) giving local communities a key role in deciding what works they want to see happening on their high street and what sort of place they want it to be.
25. An announcement will be made in due course regarding the amount of funding that SSDC will receive. This has been put on hold due to Covid-19. The council are in the process of recruiting a project officer to lead and manage the HAZ programme. They are expected to be in post by July 2020. The regeneration team are continuing to progress the programme and are engaging with building owners eligible for a grant in preparation for the grant scheme opening. The public realm projects are also being developed further with a design team.

### Next Steps

26. Following the two week close down of site operations, the phase one construction target completion date of August 2021 is likely to be put back. The implications of the shut down period and the potential implications of social distancing or further government restrictions on movement cannot be fully quantified at this stage. Board members will be kept updated on any delays to the construction programme and leisure centre opening date.
27. Whilst phase one construction is ongoing, the project team will be preparing a planning application for phase 2 and implementing some of the softer interventions as part of the wider Chard Regeneration Scheme programme. This includes

support to attract artisan / independent retailers to the town, support to develop the growth of local food producers and food businesses, and undertaking a market health check in partnership with the Town Council.

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### **Council Plan Implications**

28. The Chard Regeneration Scheme is a specific objective of the Council Plan and a priority project for 2019/20.

### **Carbon Emissions and Climate Change Implications**

29. None arising from this report

### **Equality and Diversity Implications**

30. None arising from this report

# Agenda Item 8

## **Area West – Covid-19 Community response**

*Director:* Netta Meadows, Service Delivery  
*Manager:* Tim Cook, Locality Manager  
*Lead Officer:* Tim Cook, Locality Manager  
*Contact Details:* tim.cook@southsomerset.gov.uk

### **Purpose of the Report**

To provide Members of the Area West Committee with an opportunity to discuss the current situation regarding the response to the Covid-19 pandemic and to raise issues or concerns in their wards.

### **Public Interest**

The community response to the Covid-19 pandemic has been extraordinary. This report provides an overview of support available to groups and individuals and provides an opportunity to check that the needs of vulnerable people and the volunteers supporting them continue to be met.

### **Recommendation**

That members comment and feedback and raise any issues or concerns relating to the current situation in their ward.

### **Background**

A request for a report on the support available to Town and Parish Councils and community organisations during the Covid-19 pandemic was made by Area South Committee in April. Area West members agreed that a report would provide members with an opportunity to feedback any concerns and share examples of good practice.

A great deal of information, advice and guidance is provided on the SSSC website. <https://www.southsomerset.gov.uk/life-events/coronavirus-support/coronavirus-self-help-hub/>

The situation continues to change rapidly. This report offers a brief overview which is subject to change. A verbal update will be given at the meeting.

### **Support to local communities**

Members will be aware of the work that has been done by individuals and groups in their own wards as a direct response to the Covid-19 pandemic. Work was undertaken with Parish and Town Councils to map the services that had become available to support the vulnerable people in communities. This identified that local solutions had been put in place in almost every parish. These solutions range from an individual parish contact to coordinate support to highly organised groups offering shopping, prescription collection, welfare calls, food boxes and in some cases accommodation for key workers or those at risk at home. This mapping work will not have captured the vast amount of informal help given by friends, neighbours and family members. The information gathered has enabled a flow of information and mutual referral between the groups and the SSSC wellbeing hub.

The above, alongside the support for the established community and voluntary sector has been co-ordinated and supported extremely effectively by Spark Somerset.

## **Funding for groups**

Somerset Community Foundation (SCF) immediately established the Somerset Coronavirus Appeal which offers grants to new and existing groups that are providing support to vulnerable people. A fund of over £640,000 has been established for direct funding and donations. As of 15<sup>th</sup> May, £339,166 has been given out in grants. The map of grants awarded shows that 6 awards have been made to groups in Area West. Further details are available on the SCF website. <https://www.somersetcf.org.uk/news/361/73/Somerset-Community-Foundation-s-response-to-COVID-19>

New funding streams are being announced all the time and we will continue to work with colleagues in other districts and the county to ensure that information is disseminated to local groups and town and parish councils.

## **Support for Business**

Information, advice and links to financial and other support is available on the SSDC website. <https://www.southsomerset.gov.uk/life-events/coronavirus-support/business-support/>

## **Local food and drink promotion**

Many local businesses have adapted their offer with many establishing takeaway and delivery services. Local food and drink producers and suppliers have also looked to support the local market. A directory of local food and drink producers and suppliers has been created and is available on the SSDC website. The aim is to develop the directory to help recovery through promoting food and drink businesses and encouraging a greater emphasis on buying local produce.

Economic Development specialists continue to provide support to businesses and are focused on preparing for the recovery phase.

## **Financial Implications**

There are no financial implications arising directly from this report.

## **Corporate Priority Implications**

The priorities have been developed taking into account the SSDC Corporate plan priorities.

## **Carbon Emissions & Climate Change Implications**

This is considered on an individual project and programme basis as appropriate. The overall priority is to seek to create more balanced communities where people can live, work and get access to the services and facilities they need on a daily basis.

## **Equality and Diversity Implications**

There are no implications as a direct result of this report.

**Background Papers:** None

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# Agenda Item 9

## **Area West Committee Forward Plan**

*Director:* Kirsty Larkins, Strategy and Commissioning  
*Agenda Co-ordinator:* Jo Morris, Case Officer (Strategy and Commissioning)  
*Contact Details:* jo.morris@southsomerset.gov.uk or 01935 462055

### **Purpose of the Report**

This report informs members of the proposed Area West Committee Forward Plan.

### **Recommendation**

Members are asked to:-

- (1) comment upon and note the proposed Area West Committee Forward Plan as attached.
- (2) identify priorities for further reports to be added to the Area West Committee Forward Plan.

### **Forward Plan**

The Forward Plan sets out items and issues to be discussed by the Area West Committee over the coming few months.

The Forward Plan will be reviewed and updated each month in consultation with the Chairman. It is included each month on the Area West Committee agenda and members may endorse or request amendments.

To make the best use of the Area Committee, the focus for topics should be on issues where local involvement and influence may be beneficial, and where local priorities and issues raised by the community are linked to SSDC corporate aims and objectives.

Councillors, service managers, partners and members of the public may request that an item is placed within the forward plan for a future meeting by contacting the agenda co-ordinator.

***Background Papers:*** None.

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## Notes

- (1) Items marked in italics are not yet confirmed.
- (2) Further details on these items, or to suggest / request an agenda item for the Area Committee, please contact the Agenda Co-ordinator; Jo Morris, 01935 462055 or e-mail [jo.morris@southsomerset.gov.uk](mailto:jo.morris@southsomerset.gov.uk)

Meeting Date	Agenda Item	Lead Officer(s) SSDC unless stated otherwise
September, December 2020	Chard Regeneration Scheme – quarterly update reports	Dan Bennett, Property and Development Project Manager
June and monthly thereafter	Support for Communities and Town and Parish Councils during coronavirus including business recovery - members are asked to feed in any particular areas of concerns to help shape the report.	Tim Cook, Locality Team Manager
July and quarterly thereafter	Area Chapter Update	Tim Cook, Locality Team Manager
<i>TBC</i>	<i>Ilminster Forum</i>	<i>Cllr. Val Keitch</i>
<i>TBC</i>	<i>Meeting House Arts Centre, Ilminster</i>	<i>Cllr. Val Keitch</i>
<i>TBC</i>	<i>Highways Update</i>	<i>Highway Authority</i>
<i>TBC</i>	<i>Historic Buildings at Risk</i>	<i>TBC</i>
<i>TBC</i>	<i>Update on CIL contributions</i>	<i>TBC</i>
<i>TBC</i>	<i>Progress on Stop Line Way between Chard and Tatworth</i>	<i>Tim Cook, Locality Team Manager</i>

# Agenda Item 10

## **Planning Appeals**

*Director:* Netta Meadows, Service Delivery  
*Lead Specialist:* Simon Fox, Lead Specialist - Planning  
*Contact Details:* simon.fox@southsomerset.gov.uk or 01935 462509

## **Purpose of the Report**

To inform members of the appeals that have been lodged, decided upon or withdrawn.

## **Recommendation**

That the report be noted.

## **Background**

The Area Chairmen have asked that a monthly report relating to the number of appeals received, decided upon or withdrawn be submitted to the Committee.

## **Report Detail**

### **Appeals Received**

20/00325/PIP - Permission in principle for the erection of 9 no. dwellings  
Land At Eastfield Farm Eastfield Lane North Perrott Crewkerne Somerset  
(Officer Delegated Decision)

### **Appeals Dismissed**

None

### **Appeals Allowed**

None

**Background Papers – None.**

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