

Appendix B - Area Development (North) Service Plan 2012-2013 – Update Report August 2012

Key: CJ = Charlotte Jones - Area Development Manager
 TO = Teresa Oulds / PB = Pauline Burr - Community Regeneration Officer (Job share)
 LC = Les Collett - Community Development Officer MKO = Madelaine King-Oakley Area Support team leader
 Email: areanorth@southsomerset.gov.uk Phone: 01935 462252

	Officer Dealing	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan
1	CJ / LC	Promote new opportunities to increase affordable housing and work with partners to deliver the current Area North Housing Programme.	Norton sub Hamdon Community Land Trust established with funding. A number of enquiries from parish councils put on hold - linked to new Local Plan and SS2 policy. Long Load deferred for review. Long Sutton - two schemes with consent and funding. Major applications monitored - involvement with pre-application consultation.	Continue to work with housing providers to develop new schemes; provide guidance to parishes on ways to use new Local Plan / NPPF to secure additional affordable housing for local people. Ensure progress of schemes within current programme. Arrange Parish workshop for Neighbourhood Planning.
2	CJ / TO / PB	Promote local economic development creating or sustaining jobs; adding value to local tourism ; helping with business growth.	Monitored weekly planning applications and engage as appropriate to promote local involvement or assist with evidence base for decision making. Work with spatial planning / economic development / licensing etc. Reviewed prior allocations for employment space and current draft Local Plan. New workspace at Westover approved. Current application for workspace at Lopenhead. Re-marketing for employment land Old Kelways under assessment. Stoke toilets - re-use secured through sale and COU to photographic studio. Vacancy survey in Langport / Westover completed. Rural shops / pubs monitored. Enquiries referred to Business Support team as appropriate.	Continue to monitor and engage with development management process as appropriate. Work with Spatial Planning / Economic Development to review and assess potential of employment land allocations (within draft Local Plan) together with availability of business premises. Work with local businesses / associations to promote continued local economic development. Confirm details of review of business rate relief (NNDR) policies. Review work programme in light of adopted SSSC Economic Development Strategy.

	Officer Dealing	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan
3	CJ / TO / PB	Support creation and progress of action plans for vacant premises or redundant land and / or Historic Buildings at Risk ; where re-use or improvement will enhance local well-being.	Seven projects actively monitored / supported to progress - four in SSDC ownership. Four are listed buildings. Old Kelways - part of former SSDC offices handed back and re-let secured to private sector.	Monitor / support progress. Keep ward members / community informed. Ensure leadership & governance in place for each. Finalise options for South Petherton toilets.
4	CJ / TO	Work in partnership to assess and improve local access to advice, learning, skills and employment .	Review of 'job club' provision with SCC, support to Martock community job club (Opportunity Shop) and employment project. Promoting networking between groups in Somerton / Langport area - EG: The Angel, Vista, Netbuddies, Somerset Skills and Learning.	Identify further local development in Langport / Somerton eg job club type offer. Continue to promote networking between public / voluntary groups and business networks.
5	TO / PB	Support local business networks to develop, including use of Area Development community enquiries service.	Langport Area Business Group - support to town centre marketing programme - with Langport Town Council. Martock Business Engagement Group - Growing Martock Business programme. Promote involvement with SSDC Tourism e-newsletter to tourism businesses. Assisted Somerton B&TA to publish new mini-guide.	Continue to assist with current projects and respond to new enquiries. (Signage project at business locations may help stimulate further networking.)
6	PB	Develop and implement a 'light touch' programme of marketing, networking and local projects to improve the visitor experience and add value to the local economy.	New signage ordered for Cartgate Picnic area. Links maintained with National Trust. Support to development of 'Walk Langport' project. Local tourist information through LICs. Westover business park signage project at design stage. £20,000 allocated in Area North Capital programme.	Further development of marketing programme including town centres, with South Somerset Market Towns Investment Group (MTIG). Commence review of business plan for Langport Visitors Centre. Develop ideas for signage and marketing project (£20,000 in capital programme).

	Officer Dealing	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan
7	CJ / PB	Continue to monitor and support the completion of the Levels and Moors Local Action for Rural Communities (LARC) investment programme.	The programme is fully allocated and is now in the final phase.	Continue to monitor and support the progress of projects in hand. Provide summary report local benefits achieved.
8	TO/PB	Support delivery of South Somerset Market Towns Investment Group programme (MTIG)	Projects completed locally led, from Local Priorities and Visitor Audit programmes. Involvement of MTIG group to prioritise investment of Portas Plus grant.	see above - plans to invest Portas+ grant. Support projects into next round of grants. Town Apps - supporting local groups to compile data.
9	TO/PB	Continue to support the network of voluntary run Local Information Centres serving residents and visitors.	Service Level Agreements reviewed and in place for 2012-13 in Martock, Somerton, Langport and South Petherton. (In 2011-12 around 80 volunteers recorded over 11,000 visitors.)	Communications and monitoring of SLA; support further development on request.
10	MKO	Provide SSDC Community Office Service - a local source of face to face information, help and advice.	Langport - Occupational licence with Langport Town Trust in place. Links maintained with other tenants - SSVCA Links and Langport LIC volunteers. 543 customer visits to date (April to July). Somerton - Public consultation and equalities impact assessment completed. Decision to close confirmed (26th July), with various mitigations planned. Notice to end occupational licence given to Lady Smith Memorial Hall.	Consider impact of shift to Universal Tax Credit and on-line applications for Council Tax; introduction of 'Info Hubs' and ongoing 'access to services' plans of SSDC and SCC. Somerton - Complete handover arrangements with Lady Smith Hall mgmt committee to support continued community use. Implement communications to raise local awareness of alternative ways to contact SSDC and continue to work with LIC / STC YHG to identify and assist vulnerable customers.

	Officer Dealing	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan
11	TO	Promote the availability of public transport , including review of current local transport options to identify if additional investment could add value to existing public / private provision.	SSVCA Links service monitored, with a view to providing financial support if required. Changes to local bus services communicated via local community contacts / newsletters.	Work with SSDC / SCC Transport Officers and providers to produce report on future options for local services.
12	CJ	Promote local access to ICT and broadband , including delivery of the Somerset and Devon Rural Broadband programme in Area North.	Joint work with Economic development. Assisted SCC to pass on PR campaign messages for broadband programme. Encouraged local engagement with programme. Assisted with promotion of 'Netbuddies' classes in Somerton / Langport.	Assist with local engagement as the programme develops. Continue to promote better access to ICT - facilities and help.
13	TO / MKO	Help residents with access to the services they need and raise awareness of the availability of local service provision.	Additional staff time from SSDC Housing and Welfare Service contracted from April 12 - provision of one day per week additional, targeted welfare benefits take-up advice and support. Simple publications produced for parishes / LICs as a guide to local public services. Use of community forum to promote services.	Communications and monitoring. Staff can visit community groups on request to raise awareness of local services. Use of community newsletters and parish council network.
14	CJ / LC	Continue to develop Area North Community Network for multi-agency / community problem solving (including community safety)	Regular liaison with Neighbourhood Policing team in place to agree joint work if required. Good progress to develop youth & community partnership working in Stoke. Support to Martock Local Action Group.	An example project is to support the Martock Local Action Group to review / develop extent of Neighbourhood Watch Schemes.

	Officer Dealing	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan
15	CJ / LC / PB / TO / DH	Offer an enquiries and support service to community-led projects and groups promoting local social, economic and environmental well-being.	Wide variety of enquiries received April - July - for help with local projects and issues and local involvement with new Local Plan. A number of parishes enquiring about Neighbourhood Plans and use of Policy SS2 to secure locally needed development. Current programme of support includes around 40 locally led projects; including local investment plans using s106 contributions in Curry Rivel, Ilton, Langport & Huish Episcopi. (see attached detailed parish programme for more details)	Continue to provide enquiries service and continue to monitor and support the progress of local projects.
16	TO / LC	Promote facilities, activities and opportunities for the development of children and young people ;	Play scheme sessions booked via Community Resource Service at Aller, Kingsbury, Martock and Ilton. Help at Ilton Youth Club to ensure continuity. Youth workers appointed by community led youth project following 100% withdrawal of local services by SCC. Various local facilities offered help and advice to progress projects.	Continue to support local projects to develop including links with investment in local facilities for children and young people from s106 programme. Assist the Area North youth and community project to establish as an independent management group and develop its membership.
17	CJ / LC	Support the creation and delivery of local investment plans for community facilities funded by developer obligations; capital programmes; external grants and local fundraising.	Parish level investment plans can assist where there are a number of facilities to consider, and differing timescales / ownerships to contend with. A number of developer obligations received, together with allocation in SSDC capital programme. Current work with Langport / Huish; Ilton; South Petherton; Martock; Somerton; Curry Rivel; Tintinhull.	Continue to monitor progress and develop detailed plans. Link with development of SSDC approach to Neighbourhood Planning. Produce update report in conjunction with s106 Monitoring Officer.

Current programme of local projects supported.

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
1	LC	Burrow Hill	Barrington	Support installation of village hall solar panels	Provided guidance and assessed application for small grant.	Support project completion & pay grant	Completion
2	LC	Curry Rivel	Curry Rivel	Support delivery of Curry Rivel community facilities investment plan.	Programme includes refurbishment of SSDC play areas at Stanchester Way and Abby Close; improvements to community facilities at Westfield / Eastfield. Some initial feasibility work completed and funding available from SSDC and s106 programme. Further funding may be required for parish led element.	Assist CRPC to develop local investment plan - parish consultation planned for Sept / Oct.	Continue
3	LC	Curry Rivel	Curry Rivel	Support improvements to Robert Sewers Village Hall	Grant awarded for energy efficiency improvements as part of phased refurbishments. Previous support to establish community priorities; increase user involvement and carry out DIY improvements.	Provide further guidance if required to complete project. Help make links with wider parish plans as needed.	Completion
4	LC	Curry Rivel	Drayton	Support Drayton Village hall - floor refurbishment	Provided guidance and assessed application for small grant.	Support Project completion & pay grant	Completion
5	LC	Hamdon	Stoke Sub Hamdon	Support Stoke PC to refresh Stoke Parish Plan	Initial review with SsHPC and Spatial Policy. Local consultation is first step. On hold due to other local priorities at present.	Consider in light of guidance from SSDC re Neighbourhood Plans.	Continue

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
6	LC	Hamdon	Stoke Sub Hamdon	Support the Stoke Recreation Trust - 5 year plan	Grant to BMX track improvements. Stoke Youth Affairs group progressing well. Charity Shop has exceeded expectations.	Provide support as required to complete.	Continue
7	CJ	Hamdon	Stoke Sub Hamdon	Secure re-use for former SSDC public toilets.	Planning consent for COU granted. Sale approved by DX.	Monitor completion and occupation.	Completion
8	LC	Islemoor	Ilton	Ilton community investment plan - refurbishment of Copse Lane play area together with longer term development plan to improve local community facilities	Project progressing well. S106 and SSDC funding secured.	Provide support as required to complete. Assess grant application subject to project plan and financial needs.	Continue
9	LC / TO	Islemoor	Ilton	Support Ilton Youth Club and Play Scheme	Small grant for additional support on club nights, with a view to recruiting additional volunteers. Play day arranged to help look forward to Autumn term.	Provide support to help secure continuity of youth club and promote additional informal activities for children and young people.	Completion
10	LC	Islemoor	Isle Abbots	Support Isle Abbots village hall refurbishment	Project progressing well	Provide support as required to complete.	Completion

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
11	PB	Langport & Huish	Langport & Huish	Rowing on the Parrett - supporting the development of a rowing club in Langport	Provided guidance and assessed application for small grant.	Support project completion & pay grant	Completion
12	PB	Langport & Huish	Langport & Huish	Support improvements to Westover business signage	Community led idea to improve visual appearance of Westover. Advice and support offered to collate business interest. Site and ownership secured for new signage.	Identify funding, use as model for further projects of this type.	Completion
13	PB	Langport & Huish	Langport & Huish	Support "Walk Langport". New pathways and improved access.	Project linked to final completion of Cocklemoor Bridge project - potential to handover maintenance of pathways Cocklemoor.	Provide support as required to complete. Assess grant application subject to project plan and financial needs.	Continue
14	PB	Langport & Huish	Langport & Huish	Town Centre - parking issues/signage and marketing scheme.	New signage in place led by Langport Area Business Group and Town Council. SSDC commencing car parks strategy review and operational review.	Car parking - to be determined by scope of current reviews.	Completion
15	LC	Langport & Huish	Langport & Huish	Support Memorial Field Trust to refurbish tennis courts into Multi-Use Court.	Work with Youth Facilities Officer. Grant offers made. Final fundraising to be completed.	Provide support as required to complete.	Completion

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
16	TO	Langport & Huish	Langport & Huish	Review of management agreement at Huish Episcopi Sports Centre. Development of STP	Revised agreement formed with Academy Governors.	Agreement by ANC.	Completion
17	PB	Langport & Huish	Langport & Huish	Langport Local Information Centre - service level agreement	SLA in place. Assisted with new leaflets.	Continue to support under SLA	Continue
18	LC	Martock	Long Load	Support installation of hearing loop for church/ village hall	Provided guidance and assessed application for small grant.	Support Project completion & pay grant	Completion
19	PB	Martock	Martock	Moorlands Car Park improvements - lighting scheme	Final scheme reviewed with MPC to link with precinct project.	Release funds subject to final design (property services).	Completion
20	PB	Martock	Martock	Support for Parrett Works Rope Walk - conservation plan	Temporary permission for caravan storage for owners of Rope Walk to support income. Positive progress on-site to develop ideas with variety of interested parties.	Maintain progress to develop ideas and support.	Continue
21	PB	Martock	Martock	Installation of new signage at Cartgate Picnic Area	Signs designed, funded and ordered.	Installation and payment.	Completion
22	TO	Martock	Martock	Martock LIC - service level agreement / Community Office	SLA in place.	Continue to support under SLA	Continue

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
23	CJ/PB/TO	Martock	Martock	Support Martock Growing Business project and Opportunity Shop.	Guidance offered as required. Assisted with interviews for Opportunity Centre co-ordinator. Assisted with recent Business Breakfast.	Provide support as required to maintain progress.	Continue
24	LC	Martock	Martock	Martock Youth Centre - refurbishment of youth centre building and review of future needs for additional community facilities.	Grant offered for improvements to energy efficiency.		Completion
25	LC	South Petherton	Seavington St Michael	Provide advice and support to business planning at Seavington Community Shop & Café	Support given to revise business plan based on current and likely trading forecasts. New ideas for developing business implemented. Further funding advice given and assistance with bids.	Provide support as required to maintain progress of business plan	Completion
26	PB	South Petherton	South Petherton	Community Information Centre - service level agreement (SLA)	SLA in place.	Continue to support under SLA. (?Relocation of LIC following end of lease).	Continue
27	LC	South Petherton	South Petherton	Over Stratton village hall - improvements to fittings.	Small grant for replacement / compliant curtains for blackout, insulation and fire prevention.	Provide support as required to complete.	Completion

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
28	LC	South Petherton	South Petherton	Support completion of investment programme at Lightgate Lane Recreation ground	Grant offered to parish council (Community Health and Leisure) for programme of improvements - MUGA, play area, pitches.	Provide support as required to complete.	Completion
29	CJ	South Petherton	South Petherton	Transitional support to South Petherton Lengthsman scheme	Transitional support grant paid. Parish group have re-organised following the loss of all partnership funding from SCC / SSDC.	Completed	Completion
30	PB	South Petherton	South Petherton	Support to Petherton Folk Fest	Provided guidance and assessed application for small grant.	Support Project completion & pay grant	Completion
31	LC	St Michaels	Chilthorne Domer	Support to Chilthorne Domer Recreation Trust - refurbishment of pavilion	Project completed.	Invite representatives to make presentation to ANC.	Completion
32	LC	St Michaels	Montacute	Local planning for community facilities / services - village hall.	Guidance offered as required.	Continue to provide support on request	Continue
33	LC	St Michaels	Tintinhull	Local planning for community facilities / services - village hall / sports pavilion / play & youth facilities	Guidance offered as required.	Continue to provide support on request	Continue
34	LC	St Michaels	Tintinhull	SSDC play area refurbishment at Thurlocks	In hand (Community Health and Leisure)	<i>Further details to be obtained.</i>	

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
35	LC	St Michaels	Tintinhull	Assist Tintinhull Parish Council to produce and publish a local community plan	Monitor / provide assistance with the delivery of priority projects which match SSDC corporate / area priorities. Plan endorsed by ANC - June 2012	Project completed. Continue to support development of local investment plan for facilities - village hall and playing field (see above)	Completion
36	LC	Turn Hill	High Ham	High Ham 2012 community project - programme of workshops to interpret and record High Ham during 2012	Small grant. Guidance offered as required.	Provide support as required to complete.	Completion
37	CJ	Turn Hill	Long Sutton	Turn Hill Parish Lengthsman - year 2 of 3 year agreement with SCC & Long Load, Long Sutton, Aller, High Ham & Pitney	Monitor during final year of support. Guidance on revising partnership agreement offered.	Provide help to Long Sutton Parish Council to establish new arrangements for monitoring and reporting within the group.	Completion
38	TO	Wessex	Somerton	Support operation of Local Information Centre via service level agreement (SLA)	SLA in place.	Continue. Monitor/develop links due to closure of Somerton Community Office.	Continue

	Officer Dealing	Ward	Parish	Action / Service / Project Description (what is planned to be done this year)	Current position / update (August 2012)	Next steps - 3-6 months plan	Target Completion or Continue 2013-14
39	TO	Wessex	Somerton	Wessex Youth Club - support to management group to develop local management of youth work- including partnership with Martock.	Small grant. Guidance offered as required. Youth workers employed.	Provide support as required to complete (independent management group in place).	Completion
40	LC	Wessex	Somerton	Support installation of shelter at Somerton Recreation Ground	Provided guidance and assessed application for small grant.	Support project completion & pay grant	Completion
41	MKO	Wessex	Somerton	Support Lady Smith Memorial Hall - Installation of broadband and development of meeting room	Provided guidance and assessed application for small grant.	Support project completion & pay grant	Completion
42	TO	Wessex	Somerton	Support Somerton Business and Trade Association with Business mini guide publication	Provided guidance and assessed application for small grant.	Support project completion & pay grant	Completion