



Notice of Meeting of

**LOCAL COMMUNITY NETWORK  
- CREWKERNE AND ILMINSTER**

**Wednesday, 15 November 2023 at 6.30 pm**

**Shrubbery Hotel,  
Station Road, Ilminster TA19 9AR**

To: The members of the Local Community Network - Crewkerne and Ilminster

Chair: Councillor Mike Best  
Vice-chair: Leanne Taylor

Councillor Steve Ashton                      Councillor Adam Dance                      Councillor Mike Hewitson  
Councillor Val Keitch                          Councillor Sue Osborne                      Councillor Oliver Patrick  
Councillor Jo Roundell Greene

Ashill PC	Broadway PC	Chaffcombe PC
Chillington PM	Chiselborough PC	Crewkerne TC
Cricket St Thomas PM	Cudworth PM	Dinnington PM
Donyatt PC	Dowlish Wake PC	Haselbury Plucknett PC
Hinton St George PC	Horton PC	Ilminster TC
Ilton PC	Kingstone PM	Knowle St Giles PM
Lopen PC	Merriott PC	Misterton PC
North Perrott PC	Norton Sub Hamdon PC	Seavington PC
Shepton Beauchamp PC	South Petherton PC	Stocklinch PC
Wayford PC	West Crewkerne PC	West & Middle Chinnock PC
Whitelackington PM	Winsham PC	

And other stakeholders as detailed in the core membership on pages 5 and 6.

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For further information about the meeting, including how to join the meeting virtually, please contact the LCN Team, [crewkerneandilminsterlcn@somerset.gov.uk](mailto:crewkerneandilminsterlcn@somerset.gov.uk)

Parking is available at the Hotel; extra parking is permitted on the side of the road. Disabled facilities and parking are also available at the Hotel.

The LCN team want everybody to have the opportunity to take part in the LCN meetings and have booked appropriate venues with accessibility requirements in mind. If you have specific access needs, and are at all concerned, please contact the LCN team so they can provide reassurance or seek solutions beforehand:  
[crewkerneandilminsterlcn@somerset.gov.uk](mailto:crewkerneandilminsterlcn@somerset.gov.uk)

All members of the public are welcome to attend our meetings and ask questions or make a statement **by giving advance notice** in writing or by e-mail to the Monitoring Officer at email: [democraticserviceteam@somerset.gov.uk](mailto:democraticserviceteam@somerset.gov.uk) by **5pm on Thursday, 9 November 2023**.

This meeting will be open to the public and press, subject to the passing of any resolution under the Local Government Act 1972, Schedule 12A: Access to Information.

Issued by David Clark, Monitoring Officer (the Proper Officer) on Wednesday, 1 November 2023.

# **AGENDA**

## **Local Community Network - Crewkerne and Ilminster 6.30 pm Wednesday, 15 November 2023**

**Core Membership** 5 - 6

**Click here to join the online meeting** 7 - 8

### **1 Apologies for Absence**

To receive any apologies for absence.

### **2 Declarations of Interest**

To receive and note any declarations of interests in respect of any matters included on the agenda for consideration at this meeting.

(The other registrable interests of Councillors of Somerset Council, arising from membership of City, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes: [City, Town & Parish Twin Hatters - Somerset Councillors 2023](#) )

### **3 Notes from the Previous Meeting (Pages 9 - 22)**

To approve the notes from the previous meeting.

### **4 Update - Somerset Council Financial Position**

### **5 Public Question Time**

The Chair to advise of any questions, statements or petitions received that are not covered by items on the agenda for the meeting on which members of the public have requested to speak.

### **6 Updates from Highways**

### **7 Discussion on future topics**

### **8 Action and next steps**

## **9 Dates of future meetings**

## **Core Membership**

Unitary Councillors:

Councillor Steve Ashton

Councillor Mike Best

Councillor Adam Dance

Councillor Mike Hewitson

Councillor Val Keitch

Councillor Sue Osborne

Councillor Oliver Patrick

Councillor Jo Roundell Greene

City, Town and Parish Councils (one voting member from each):

Ashill

Broadway

Chaffcombe

Chillington

Chiselborough

Crewkerne

Cricket St. Thomas

Cudworth

Dinnington

Donyatt

Dowlish Wake

Haselbury Plucknett

Hinton St. George

Horton

Ilminster

Ilton

Kingstone

Knowle St. Giles

Lopen

Merriott

Misterton

North Perrott

Norton sub Hamdon

Seavington St. Mary

Seavington St. Michael

Shepton Beauchamp

South Petherton

Stocklinch

Wayford  
West and Middle Chinnock  
West Crewkerne  
Winsham  
Whitelackington

Other Stakeholders (one voting member from each):

Avon and Somerset Police  
NHS  
Devon and Somerset Fire and Rescue  
Education  
Spark Somerset  
Society Local Council Clerks  
Somerset Association Local Councils  
Somerset Activity Sports Partnership  
Community Council for Somerset  
Citizens Advice  
Department of Work and Pensions  
Somerset Rivers Authority  
Somerset Local Nature Partnership  
Business Chamber  
Churchview Surgery  
Young Farmers  
Crewkerne Small Business Group

This meeting is an in-person meeting at the Shrubbery Hotel, Ilminster.

If you are unable to make the meeting in person we are also trialling a hybrid set-up  
– the joining details are below:

## Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 393 787 404 095

Passcode: nt4KVU

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+44 1823 772277,,328798751#](#) United Kingdom, Taunton

Phone Conference ID: 328 798 751#

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## Local Community Network Meeting Notes

Meeting Title: Local Community Network - Crewkerne and Ilminster

Date: Thursday, 21 September 2023

Time: 7.08 pm - 9.12 pm

Location: The Henhayes Centre, South Street, Crewkerne TA18 8DA

Chaired by: Mike Best (Chairman)

### LCN core membership attendance:

<b>Name:</b>	<b>Representing</b>
Steve Ashton	Somerset Council
Mike Best	Somerset Council
Sue Osborne	Somerset Council
Jason Crocker	Ashill Parish Council
Peter Gregory	Broadway Parish Council
Kathy Head	Crewkerne Town Council
David Light	Donyatt Parish Council
William Porritt	Donyatt Parish Council
Nicola Handlay	Dowlish Wake Parish Council
Pippa Reynolds	Hinton St George Parish Council
Julie Chant (Clerk)	Hinton St George Parish Council
Raymond Buckler	Horton Parish Council
Leanne Taylor	Ilminster Town Council

Lorraine Pike  
Kim Larsson (Clerk)  
David Aslett  
Paul Bradly  
Philip Clifton  
Tom Winder  
Jim Pendleton  
Stephen Carp  
Frank Freeman  
Hannah Snowdon, Spark Somerset

Ilton Parish Council  
Ilton Parish Council  
Merriott Parish Council  
Misterton Parish Council  
Misterton Parish Council  
North Perrott Parish Council  
Seavington Parish Council  
South Petherton Parish Council  
West Crewkerne Parish Council  
Spark Somerset

### **Officer attendance:**

#### **Name:**

Kate Hellard  
Nathan Turnbull  
Bev Norman  
Lee Norman  
Sam Crossman  
Becky Sanders

#### **Representing**

Somerset Council / LCN  
Somerset Council / LCN  
Somerset Council / Highways  
Somerset Council / Highways  
Somerset Council / ICT  
Somerset Council / Democratic Services

### **Other attendees:**

#### **Name:**

Steve Gray  
Viv Wiles  
Chris Lathan

#### **Representing**

Crewkerne Community Church  
The David Hall, South Petherton  
The David Hall, South Petherton

## Virtual attendees:

<b>Name:</b>	<b>Representing</b>
Roger Bulley	Chiselborough Parish Council
Martyn Hamlin (Clerk)	Chiselborough Parish Council
Nick Jones	Lopen Parish Council
Mark Tredwin (Clerk)	Ilminster Town Council
Fiona Day	Stocklinch Parish Council
Julia Borland	West Crewkerne Parish Council
Claire Searle	Community Council for Somerset

## Summary of discussion:

### **Agenda Summary of key points of discussion and outcome: Action by: item:**

#### Item 1: **Apologies for absence**

Apologies for absence were received from Somerset Council Councillors: Adam Dance, Mike Hewitson, Val Keitch and Oliver Patrick.

An apology was also received from Councillor David Shillibier of Merriott Parish Council.

#### Item 2: **Declarations of Interest**

There were no declarations of interest from Somerset Council Councillors present at the meeting.

#### Item 3: **Notes from the previous meeting**

The notes of the previous meeting held on 15 June 2023 were approved as a correct record by those present.

Item 4: **Public question time (for items not covered on the agenda)**

The Chairman of Horton Parish Council referred to a consultation document on the Somerset Council website - 'Creating Places for People'. He noted the document had not been circulated to parishes, or the chairs of parishes. The consultation period was until mid-October and as the LCNs were referred to as a stakeholder in the document he queried why the matter was not on the LCN agenda for discussion. He also noted his surprise that Teams was the online/hybrid meeting platform of choice for the LCN meetings as it was felt there were alternative easier to use options available.

In response, Kate Hellard (Service Manager LCNs) noted:

- She was unaware that the LCNs had been referred to in the final 'Creating Places for People' consultation document. There had been discussions with officers at the drafting stage where it had been highlighted that the timeframes for the consultation wouldn't work in order for all the LCNs to consider at their meetings.
- There was an aspiration for all LCNs meetings to be hybrid and Teams was the corporate meeting platform of choice for Somerset Council. Acknowledge other platforms are available.

Item 5: **Highlights of themes discussed at the last meeting**

An overview of the last meeting was provided by Kate Hellard. Some A Powerpoint slide was presented which highlighted the key themes raised. She asked if it was felt anything was missing from the slides. In response a few suggestions were made:

- A358 dualling – would be useful to have a briefing circulated.
- Enforcement seemed to be omitted.
- Health and Wellbeing should be included

In response to the suggestions raised Kate Hellard noted that two officers from Highways were present to answer questions and she would introduce them at Agenda item 7. Health and Wellbeing was included under the heading Services but acknowledges a little more detail could be provided under each of the headings.

The presentation slides for this meeting can be viewed at the end of the printed minutes pack or online at: [Document Crewkerne and Ilminster LCN - Modern Council \(somerset.gov.uk\)](#)

Item 6: **An introduction to data**

Kate Hellard provided an introduction to data specific to the Crewkerne and Ilminster LCN and presented a slide with some statistics regarding:

- Population
- Crime rates
- Residential properties
- Road collisions
- Households with no access to a vehicle
- Pupil numbers

She explained that the data gave an insight to the area but if the LCN wished they could make enquiries in order fill in gaps or clarify anomalies with the data. There were ongoing opportunities to build data for the LCN area and to gain further information about who, what and why etc.

During a short discussion the following points were made:

- Some Early Years Facilities/Groups had closed this year which may have influenced some of the figures in the data.
- Was it possible to share this LCNs data with other LCNs in order to compare, and could the LCN data be shared with the individual parishes withing the LCN – so that it helps us focus and support parishes where needed?
- Could the SINEPost newsletter (Somerset Intelligence) be circulated to parishes for information?
- Is there a breakdown of state funded schools?

In response, Kate Hellard noted that some data was available via the Somerset Intelligence network, however some of that data was not available at LCN, street or postcode level.

The presentation slides for this meeting can be viewed at the end of the printed minutes pack or online at: [Document](#)

For information:

The website for Somerset Intelligence is:  
<http://www.somersetintelligence.org.uk/>

Item 7: **Discussion:**

The Chairman introduced two officers from Highways – Bev Norman (Strategic Manager for Traffic Management & Road Safety) and Lee Norman (Assistant Highway Service Manager), and explained they were present to listen to comments and to try and answer some general queries.

The Chairman noted that the discussion was a chance to understand some of the detail of local issues, and to consider what else we need to know, who might be able to help us and what actions the LCN might be able to take.

In breakout groups, attendees were asked to consider details of particular highways issues/topics, how do we know, is there more information needed, what does good look like and what could be done.

Attendees were encouraged to forward details of any specific parish queries to the LCN team or LCN Linkworker at [lcns@somerset.gov.uk](mailto:lcns@somerset.gov.uk) (please refer to Crewkerne & Ilminster LCN in the message).

Some of the comments raised under each topic included:

(a) State of the roads and road signage

- Road surface – deterioration / pot holes
- Lack of maintenance
- Lack of response to reported issues
- Lack of co-ordination e.g. road closures and works
- Multiple needs for works on the road don't seem to be considered / coordinated e.g. resurfacing followed shortly afterwards by a utility undertaking major works to dig up the road.

- Quality and efficiency of repair works – is it up to standard?
- Poor signage for road closures. Notices of work sometimes seem to be posted late or with very little forward notice. Notice work dates sometimes exceeded with no work having taken place or with works continuing to take place.
- Crewkerne Town Council are good at notifying residents on Facebook but what about those not on social media.
- Somerset Council website isn't always kept up to date regarding planned highways works, or if works are over running.
- Road signs – no consistency regarding updating – some updated for unknown reasons while others can take years to be removed.
- Removal of weeds – gullies / drainage / verges and pavements etc – told Highways will be out once a year. What if a community or parish wants to undertake some of this work in between?
- Overgrown hedges and verges reduce visibility and could cause accidents. With some wide verges on a narrow section seems to be cut and often isn't enough to improve visibility. Overgrown hedges – seems to take a long time to get resolved.
- Edge of road deterioration.
- Third party works.
- Roads need to be in a good state of repair so there is comfort as a road user with damage free vehicles and safe use by pedestrians and cyclists.
- Easy reporting of issues – difficult to contact the right person.
- Effective scheduling of works.
- Preventative maintenance.

*Some of the responses from the Highways officers included:*

- *Acknowledge and take on board comments raised. Aware better communications were needed and this was work in progress.*
- *Unfortunately the budget had been reduced for the updating of signs. If there is a particular issue with a sign this should be reported so that officers could assess.*

- *Verge cutting was planned works and scheduled for a specific date.*
- *Hedges bordering or overhanging the highway (road or pavement) are the landowners responsibility. When reported to highways, notice then has to be served to the landowner which takes time and hence often a delay before action may be seen.*
- *Regarding edges of roads and reports of eroding away – needed to be inspected and assessed to ascertain whether it is road-edge loss or verge erosion/loss. The latter is usually not a Highways responsibility.*

(b) Volume and weight of the traffic

- There has been discontinuation of data provided to some parishes. The information is useful as it helps to make local decisions.
- Lack of response
- Need recognition of local impact
- Dualling of A358 – may cause issues .eg. Broadway is/will be a cut-thru
- Interconnection between parking and weight/volume of traffic – serious issue of parking along our village main road (Broadway)
- Some parking can slow down traffic, but there are times when roads are choked and emergency vehicles cannot get through.
- Hinton St George – most roads have a high level of on-street parking. Have tried putting up signs to encourage parking in certain locations but it did little.
- Certain businesses can attract additional traffic and associated parking.
- Planning impact on villages – if all have too much development will impact local road network – but this does not seem to be considered by planners.
- Crewkerne – two ‘A’ roads cross in the middle of town – which is not designed to take that level of traffic – businesses suffer due to queuing.
- Size of agricultural vehicles and longer HGVs – issues with narrow pavements and associated proximity of pedestrians to traffic. Debris from agricultural blocks the drains.



- Need enforcement of yellow boxes and inappropriate parking.
- What good are yellow lines if no alternative parking available.

*Some of the responses from the Highways officers included:*

- *Acknowledge the comments made and will take point back to the team.*
- *Will look at traffic data and what can be shared with parishes.*

(c) On street parking

- Varying issues:
  - Lack of alternative parking
  - Parking on pavements
  - School-run parking
  - Many older houses in the local area which don't have any off-road parking.
- Need enforcement for parking issues – and clear indications of where people can park
- Need to ensure delivery and emergency vehicles have clear and easy access along roads but also able to stop without blocking traffic altogether along a road / street.
- Adequate parking per household
- Need more budget, more enforcement and more car parks in the right places at a reasonable cost.
- A lot of new development may have garages but are unable to fit a modern vehicle in so almost pointless to describe a garage as a parking space.
- Regarding planning applications, there needs to be more input from Highways regarding adequacy of parking arrangements.
- Broadway highlighted there was a need in their parish for visitor parking when private parking was not adequate. Reference was made to a recent planning approval where they had successfully negotiated some parking for public use. (Kate Hellard asked if the example could be shared with the LCNs as it was a good idea of how to approach getting some local parking provision).

*Some of the responses from the Highways officers included:*

- *Currently assessing and trying to establish usage of car parks across the new Council.*
- *Acknowledge the comments raised and will take away the points made. Also note that some residents regularly get blocked in by people temporarily parking cars.*

(d) Flooding

- Drains and gullies not cleared often enough – or new drains not installed. Would be good to know when gully cleaning /clearing would be done in a village / town, as parishes could publicise locally or put bollards out to try and minimise parking at that time.
- Inadequate drainage for flash flooding – roads become blocked / flooded.
- Maintenance of ditches, gullies and drains – if not done can lead to properties being flooded and vehicles being abandoned in floodwater.
- Run off from saturated fields
- Hedges – maintenance by landowners. Mud run off and blocked drains
- Lack of signage during times of floods to inform motorists of road closures. Sometimes signage appeared to be far from the closure. Signage in incorrect places could affect businesses.
- Good roads should be clear and open with water draining freely.
- Some cross-drains on main roads seem to be unmapped and hence not maintained.
- What could we do?:
  - Flood wardens
  - Encourage preventative maintenance and be proactive rather than reactive.
  - Work with landowners and stakeholders
  - Enforcement – e.g. ditches etc
  - Build relationships with main agencies for waterways for coordination e.g. Rivers Authority / Environment Agency etc.

*Some of the responses from the Highways officers included:*

- *Explained that during adverse weather events road closure signs are often placed during darkness by people who may not know the area well. Signs were usually placed where it enabled drivers to turnaround safely which may in some cases be some distance before the actual closure – signs were also often located by instruction from the Police.*
- *Concerns and issues about run-off from fields/agricultural land could be forwarded to FWAG (Farming and Wildlife Advisory Group) who may be able to liaise with landowners and offer advice.*
- *New systems are being put into place to register every gully across the new Council area and can then start to map areas where plans have been lost.*

(e) Speeding

- Lack of enforcement / mitigation (rumble strips etc)
- 'On our own' feeling in parishes.
- Speed can be an issue in villages with no speed limits – some places have Speedwatch scheme but what about places that do not?
- In places speeding is happening more at certain times of the day or when a diversion route is in place.
- Concern regarding some SatNav systems as some seem to take drivers along routes with faster speeds.
- Parishes and towns could look to share some resources e.g Speed Indicator Devices and data loggers. Or if the LCN could have a budget it could purchase equipment for shared use of parishes.
- Need to work with Highways and the Police to improve channels of communication.

*Suggestions / responses from the Highways officers included:*

- *They would look into the possibility of sharing some data with parishes*
- *Referred to the Highways sub-group set up in the Exmoor LCN area and how they were working together to address and focus on some local issues / queries – this could be an approach the Crewkerne & Ilminster LCN may wish to consider.*

(f) Events and road closures

- Lack of fore warning of closures
- Insufficient detail - Messages currently can be disjointed.
- Parish notification of road closures for works can be ad-hoc.
- Needs to be more clear and advance communications which would enable parishes to inform their local communities better.
- Parishes need a direct contact for problems.
- Need clear and correct signage – local knowledge could help with this.
- Circulate information – local groups could help with this.
- Seems to be a lack of coordination for some events and scheduled highways works.
- Event closure orders cost a lot of money. Is there some way that would be better so that events are more cost-effective as they help to increase footfall in the communities.
- Costs of street trading licences were sometimes prohibitive – could this be reviewed?

*Suggestions / responses from the Highways officers included:*

- *If incorrect signage, please report it so action can be taken if required.*
- *Highways try to encourage statutory under-takers to always give advance notice – however advance notice does not have to be given for emergency works.*
- *Road closure information is circulated to parishes – but perhaps what isn't routinely circulated is information on other Highways works – this is something that could be looked in to.*
- *Different types of road closure for events determined the type of Order required. Unfortunately, some types of Order require public notices in the press which has a cost. It might be possible to work with several parishes in an area and do combined notices/adverts to help reduce costs.*

(g) Diversion of traffic during road closures

- Diversions during road closures – sometimes confusing and routes not always clear. Diversions should be checked and enforced.
- Should ensure roads are cleaned when tractors leave mud.
- Inadequate public transport adds to additional traffic.
- Lack of fore warning and insufficient detail - Needs to be more clear and advance communications.
- Currently experience some mis-guidance with diversions.
- Collection of signage when works complete.

*Suggestions / responses from the Highways officers:*

- see comments above at (f).

For information – useful websites:

Roadworks and road closure information across Somerset -

<https://www.somerset.gov.uk/roads-travel-and-parking/roadworks-and-travel/>

Report problems on a road – e.g. pot holes, faulty streetlight, blocked gully and overgrown hedge/verge etc

<https://www.somerset.gov.uk/roads-travel-and-parking/report-a-problem-on-the-road/>

**ACTIONS:** Parishes to contact the LCN team if interested in the combined road closure Orders for events so that a date can be set up to discuss.

Officers from Highways to provide responses to comments taken away for consideration that had been raised for discussion at this LCN meeting.

Item 8: **Feedback and Q and A**

There was a brief a general feedback / Question and Answer session. Some of the points raised and responses included:

- Budgets are tight and we know the LCN doesn't have a budget - Insufficiencies need to be addressed – need to think outside the box – the way things have been done in

the past is not necessarily the most appropriate, efficient or best way.

- Clerk details must be kept up to date so that parishes can be kept informed.
- If there are concerns or issues about the LCNs or the Council as a whole then parishes should feed back to the appropriate officers.
- Could parishes have feedback on the new strategic structure of Somerset Council, and an organisational chart for the new authority.
  - *In response – Kate Hellard advised that an update had been circulated to clerks the previous day, and that there were fortnightly update meetings for clerks and briefings circulated to those unable to attend. She briefly explained that a high tier restructure had taken place but it would take some time to do the whole organisation.*

Kate Hellard noted that it was apparent from this meeting and the previous one that 90 minutes was not long enough for each meeting and therefore start times of meetings may need to be reviewed.

**ACTIONS:** For all parishes to check their Clerk details viewab Somerset Council website are correct - <https://democracy.somerset.gov.uk/mgParishCounspx?bcr=1>

Item 9: **Dates for the next meetings**

The provisional dates for future meetings were noted as:

- Wednesday 15 November 2023 – venue to be confirmed
- Thursday 18 January 2023 – venue to be confirmed.

The LCN team had worked hard to minimise diary clashes but asked that they be contacted on [lcn@somerset.gov.uk](mailto:lcn@somerset.gov.uk) if there are any issues. The team also asked for suggestions on alternative suitable venues within the Crewkerne and Ilminster LCN area, noting that good wifi was essential.

Contact officer for meeting: LCN Team - [lcn@somerset.gov.uk](mailto:lcn@somerset.gov.uk)