**ILMINSTER TOWN COUNCIL**

Council Offices

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Town Clerk: Joy Norris MILCM ACIS MSc

**28th January 2020**

A meeting of the **PLANNING, HIGHWAYS & TRANSPORTATION COMMITTEE** will take place on **Tuesday 4th February 2020** in the Council Chamber, Council Offices, North Street, Ilminster starting at **19:30 hrs**.

The public are welcome to attend this meeting. Members of the public are invited to ask questions or raise issues relevant to the work of the Council. The overall time available for this session is restricted to 15 minutes unless the Chair decides otherwise. Individual speakers are restricted to 3 minutes and are asked not to repeat points that have been made previously. It is helpful if potential contributors can make themselves known to the Town Clerk before the meeting so that the session can be programmed effectively.

Public participation is not part of the formal meeting of the Council however a note will be made of matters raised and recorded at the start of the minutes of the meeting.

Please note that the Town Council is a Statutory Consultee for Planning Applications and as such does not make the final decision on any application. Any decisions and comments this Committee makes will be fed into the planning process and added to the report by the Planning Officer. South Somerset District Council is the Planning Authority and will issue the final decision notice (Planning Determination) once their investigations into the application, consultation period and decision making process has been completed.

The Agenda for the meeting is given below. All plans are available to view at South Somerset District’s website www.southsomerset.gov.uk or in the Town Council office.

Joy Norris

Town Clerk

**AGENDA**

1. **Apologies for absence**

To receive apologies for absence from Councillors unable to attend the meeting.

1. **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

1. **Minutes**

To confirm the minutes of the meeting held on 14 January 2020 as a correct record. (Attached)

1. **Office Action Plan**

To consider the Office Action Plan relating to the Committee. (Attached)

1. **Police Report**

This agenda item provides an opportunity for the Police to report on any matters relevant to policing in Ilminster.

1. **Planning Applications**

The Committee is asked to consider the following applications and agree their comments and recommendations to be forwarded to South Somerset District Council:

1. **20/00013/FUL Hazelwell Lodge, 67 Station Road Ilminster, TA19 9AW**

Refurbishment of existing conservatory including natural slate roof in lieu of polycarbonate roof, replacement of existing upvc windows and doors with new upvc to match and doors with new upvc to match and new brick spandrel panel above windows to north elevation.

**7 Proposal For new road name** (Attached)

Proposal for the new road within the development on the land to the East of Broadoak Business Park, Canal Way to be named ‘Broadoak View’

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Planning, Highways and Transport Committee Members:

Councillors Burton, Higgins, James, Mackillop, Shearman, Swann, Taylor, and Wilcock