

Plenary 22 October 2013

Agenda Item 17

| Ilminster Town Council Project Plan |          |                              |                     |  | Milestones   |  | Review/Action |  | Sponsor |  |
|-------------------------------------|----------|------------------------------|---------------------|--|--|--|---------------|--|---------|--|
| No                                  | Priority | Date Raised                  | Subject             | Action   |  |  |               |  |         |  |
| <b>A - Cemetery</b>                 |          |                              |                     |  |  |  |               |  |         |  |
| 1                                   | 13       | 20/10/09                     | Lower cemetery wall | Long term plan to be developed for the maintenance of the lower wall<br><br>Visual inspection of wall running north north west (adjacent to access lane of neighbouring property) and cost of repair work obtained 15.10.13. To be considered by the Open Spaces Committee on 5 November 2013  | Open Spaces to be advised of relevant parts of covenant. |  | Dec 2013      |  | Goodall |  |
| 2                                   | 7        |                              | Lower cemetery wall | Reduction of pressure on cemetery lower wall.<br>Nov 2012 - professional advice sought<br>04.12.12 Council agreed that Town Clerk could obtain prices for dismantling the North West wall and proceed with the work based on the process obtained.<br>03.09.13 Wall and railings dismantled, temporary fence in place.<br>15.10.13 Quotations for replacement wall considered by Council 10.09.13.<br>Site meeting held on 1 October, order has been placed for railings and delivery / erection will be 6-8 weeks ie end of November / beginning of December 2013 | Agreement with Callisters                                |  | Sept 2013     |  | Goodall |  |
| <b>B - Recreation Areas</b>         |          |                              |                     |  |  |  |               |  |         |  |
| 4                                   | 1        | 20/4/10<br>Revisited 24/5/11 | Skate Park          | Artistic Graffiti and Snagging<br>19.10.12 meeting held on site with contractor to discuss snagging<br>28.11.12 welding snagging completed, remainder of snagging  |  |  | December 2013 |  | Goodall |  |

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|    |          |             |   | work scheduled for week commencing 3 <sup>rd</sup> December 2012<br>Contractor has been on-site some issues still to be resolved. 29.01.13<br>Contractors working 03.05.13<br>Contractor says "Snagging Complete".<br>03.09.13 Contractor to meet with Deputy Clerk, Chair of Open Spaces and Senior Open Spaces Warden on-site 04.09.13 to discuss outstanding issues.  |                                  |               |          |
| 5  | 10       | 7/6/11      | Additional land for recreational space. | Chair of Open Spaces looking to provide recreational master plan.<br>Open Spaces review group met 30.05.13<br>03.09.13 Land adjacent to Britten's Field not available from SCC.<br>Open Spaces Review Group meeting 3 <sup>rd</sup> and 4 <sup>th</sup> September to interview potential Landscape Architects/designers and formulate recommendation to go to Council on 10.09.13.<br>15.10.13. Landscape designer has been appointed, will discuss initial thoughts with Open Spaces review Group on 15.10.13. Public Consultation booked for 7 November at Swanmead school to take place over late afternoon and early evening | Discussion with SSDC to continue | Dec 2013      | Goodall  |
| 6  | 8        | 7/5/11      | Hammerhead land                         | Acquire the Hammerhead land with the intention of converting it into a park area.<br>Reviewed in Nov 2012 – Councillors  |                                  |               | Shepherd |

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| 7  | 15       | 13/10/09             | New Management Plan for Herne Hill  | <p>requested item remains on action plan</p> <p>The last management plan for Herne Hill was produced in 1995. Much has changed since then and a new management plan would be desirable.</p> <p>03.09.13 Work has started on a new document for Herne Hill to be two parts, a reference section about the various species to be written by the advisory group experts and management section which is being compiled by the Senior Open Spaces Warden and Deputy Clerk.</p> <p>First draft should be available November.</p>      | <p>SWT to be contacted reference assistance in producing a management plan.</p> <p>Advisory Group met 12.03.13</p> | December 2013 | Goodall |
| 8  | 16       | 05/04/11<br>04/09/12 | Bye Laws – omission to be rectified | <p>Amendment to be made and Byelaws re-sent.</p> <p>Byelaws submitted to relevant Government Department for approval Nov 2012 –</p> <p>20 Dec 2012 DCLG confirmed receipt and that their legal team is checking the ITC submission</p> <p>Chased - Week commencing 11.03.13, and again 03/06/13 &amp; 10/06/13.</p> <p>Assistance requested from MP David Laws – awaiting a response</p> <p>15.10.13. DCLG could not find original application so duplicate sent.</p> <p>Response received from DCLG 7.10.13 suggesting some</p> |  | Dec 2013      | Miller  |

# Ilminster Town Council Project Plan

[illegible]

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| <b>F- Highways/Pavements Paths</b> |          |                                   |   |   |  |   |         |
| 13                                 | 17       | 09/12/09<br>Revisited<br>08/03/11 | Station Road Parking                            | Redefine parking areas on the north side of Station Road and west of Brake's garage, entrance to Greendale and bottom of New Road.          | Awaiting painting of new lines<br>Near Completion – 30.06.13 | Apr 2014  | Austin  |
| <b>G – Miscellaneous</b>           |          |                                   |   |   |  |   |         |
| 14                                 | 21       | 19/05/09                          | Adoption of Lower Meadow, Canal Way Development | District Councillor Carol Goodall provided an update on SSDC adoption policy at the Open Spaces Committee on 13.08.13 (Minute OS 44 refers) | No target date yet from Persimmons for completion            | 23.11.12 Ch of Open Spaces Ctee has liaised with SSDC – who will not adopt until developer has brought the roads, public spaces and footpaths up to the approved standard. No timescale is known for this work. | Miller  |

File name TC 22.10.13 A14 Pjct Plan

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Town Clerk

From: robertdrayton@sky.com  
Sent: 23 October 2013 14:13  
To: Town Clerk  
Subject: Request

58

Dear Joy,

A few points if you could consider when you have time please (not FOI, just simple requests!).

1 Is it possible to be informed of any item concerning the Local Plan when it appears on an agenda for a full council or committee meeting over the next few months; I am particularly interested in any meeting which is loikely to be soon arranged (according to the timetable) between SSDC and ITC as part of the consultation process. But the TC may also be holding a meeting to discuss the Local Plan. I do watch the agendas but may miss it so any notification would be helpgul.

2 Just a point from last night's meeting. A number of items on the agenda referred to reports which had been submitted by councillors; when they are 'nodded through' without discussion it is impossible for press/public to know what on earth is going on. The Public Bodies (Admission to Meetings) Act 1960 does provide this for the press (see below) and it would be very helpful for a member of the public attending to also be able to follow exactly what was going on by having relevant documents in front of them. Any agendas, reports and documents provided would obviously make it a much more pleasurable experience for the general public by making it easier to know what is being discussed.

3 Is it possible to send me a copy of the council's Code of Conduct. I checked the SSDC website to see if ITC was listed as a party to theirs, but it did state to go to individual councils for a copy because there could be differences. If it is on-line, a simple link would suffice.

Many thanks and kind regards

Rob Drayton

Public Bodies (Admission to Meetings) Act 1960

4b

there shall, on request and on payment of postage or other necessary charge for transmission, be supplied for the benefit of any newspaper a copy of the agenda for the meeting as supplied to members of the body (but excluding, if thought fit, any item during which the meeting is likely not to be open to the public), together with such further statements or particulars, if any, as are necessary to indicate the nature of the items included or, if thought fit in the case of any item, with copies of any reports or other documents supplied to members of the body in connection with the item;

## Town Clerk

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**From:** Town Clerk [town.clerk@ilminster.gov.uk]  
**Sent:** 24 October 2013 10:58  
**To:** 'robertdrayton@sky.com'  
**Subject:** RE: Request  
**Attachments:** Approved CoC July 2012.docx

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Good morning,

Thank you for your email .

Attached is a copy of our Councillor Code of Conduct as requested.

Regarding papers at meetings, we do our best to adhere to the legal requirements so always have spare copies of agendas and papers available for the press and public - wherever possible we do ask people attending if they would like a copy. In view of your comments I will ask the Meeting Administrators to put the spare copies on the seats where the press and public sit.

Over the last 12 months we have worked hard to improve the meeting information that we provide for the public and we have refined our agenda layout and detail so that they provide appropriate information for the public about the topic for discussion in a way that is readable. Agendas are also posted on our website - usually within 24 hours of the agenda being published - the agendas do say that copies of any reports can be requested by contacting the office so it would be possible - where the reports are available - to have the information in advance of the meeting if a person so requests .

I appreciate you wishing to know whenever an Item relating to the Local Plan is put on an agenda for a Council or Committee meeting but I could not guarantee we would always be able to advise you when this is the case .

Joy

Joy Norris  
Town Clerk  
Ilminster Town Council  
Tel: 01460 52149



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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

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## Town Clerk

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**From:** Town Clerk [town.clerk@ilminster.gov.uk]  
**Sent:** 04 November 2013 10:03  
**To:** Carol Goodall  
**Attachments:** planning minutes 08.12.09.pdf; planning minutes 09.11.10 signed.pdf; local plan itc response.pdf

Hi Carol, copy of letter to SSDC re local plan ( and the relevant minutes)



Joy

**Joy Norris**  
**Town Clerk**  
**Ilminster Town Council**  
**Tel: 01460 52149**



This communication is intended solely for the named recipients only. It may contain privileged and confidential information and if you are not the intended recipient, you must not copy, distribute or take any action in reliance on it. If you have received this email in error please notify the sender as soon as possible by return and delete the message.

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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

# ILMINSTER TOWN COUNCIL

Minutes of a meeting of the **PLANNING COMMITTEE** held in the Council Chamber, Ilminster on Tuesday, 8 December 2009 at 7.30 p.m.

## Present

**Chairman:** Cllr R Beardon

**Vice Chairman:** Cllr A Kennedy

**Councillors:** Cllr E Beattie, Cllr C Cameron, Cllr G Childs, Cllr M M Excell, Cllr M Henly, Cllr D Miller, Cllr L Vjeh, Cllr L Yeowell

**Officers:** Mr S Fisher, Mrs M Shelley

## Public Question Time

Members of the public asked about the progress of gritting on Herne Rise during icy weather.

### 1. Apologies for Absence

Apologies for absence were received from Cllrs Davis, Shepherd, Swann, Turner and Whaites.

### 2. Declarations of Interest

Cllr Cameron declared a personal and prejudicial interest in Item 5 Local Development Framework (Road from Shudrick Lane to Crewkerne Road) in view of family ownership of land in the area.

Cllr Yeowell declared a personal and prejudicial interest in Item 8.a. Highways Matters – Station Road Parking as one of the property owners is a friend and also his wife's employer.

### 3. Minutes of the Previous Meeting

It was RESOLVED that the minutes of the Planning Committee meeting held on 10 November 2009 be approved and signed as a correct record.

### 4. Matters Arising from the Minutes

Minute 8 d – Highway Matters – Listers Hill to Sea

Cllr Excell asked about progress on reconsidering the introduction of speed limits in the area. The Clerk reported that his understanding was that the signage and the speed survey had been ordered but that no further information was available.

### 5. Local Development Framework

The Chair welcomed Jo Manly, Policy Planner, SSDC to the meeting to discuss further the draft plans for Ilminster in the Local Development Framework document. Members had received an aide memoire of debate at the Cluster Workshop held on 26 November 2009.

The Committee remained of the view that in recent years, Ilminster had developed in an unbalanced way where considerable housing expansion had been delivered without associated community facilities and employment.

## ILMINSTER TOWN COUNCIL

Whilst it was accepted that employment land had been made available to the west of the town up to Southfields roundabout, there was concern that much of this lay within the flood plain. Bearing in mind that zones at flood risk were under continual review and that areas with potential to flood were often prohibitive financially to develop, it was extremely important that any land being proposed for employment use had confirmation from the Environment Agency that it was acceptable for this purpose.

The validity of the statistical information underpinning the analysis of job availability and employee mobility which was based on 2001 and 2006 data was questioned since much of it did not appear credible.

In relation to community facilities, the Leisure Services Department at SSDC had acknowledged the need for a Sports Hall and synthetic turf pitch in the town but saw its delivery as long term running to 2018. Ilminster was not seen as a priority for a swimming pool.

The education review were working on a population of around 13000 to justify a secondary school which clearly the town did not meet.

Car Parking had a perceived deficit of 120 places although the difficulty lay in identifying an appropriate site. However the deficit should allow the Council to argue for adequate parking associated with any new development in the town. It would be reasonable to explore alternatives such as a park and ride system to alleviate the problem.

Cllr Cameron declared a personal and prejudicial interest in the Road from Shudrick Lane to Crewkerne Road in view of family ownership of land in the area and left the meeting at 8.13 pm.

An analysis had been made of the costs of introducing a road from Shudrick Lane to Knott Oak set against the finances that might be released from introducing (say) 340 houses in the town. From the analysis, the development did not appear viable. Members were anxious to stress the benefits that would accrue to the community – reduced journey time for example. Some discussion was pursued on the extent to which Section 106 gains were ploughed back into the town which had not been easily seen from previous major developments.

Cllr Cameron returned at 8.30 pm.

Whilst the Committee was keen to find a mechanism for protecting the existing retail centre of the town, it was accepted that the provision of evidence was not feasible. Members felt that the absence of a clear retail boundary in the LDF programming was not helpful.

The Policy Planner agreed to research further some of the points raised and to provide the information along with the detail of her presentation to the Clerk so that the matter could be further discussed at the Finance & Policy Committee on 15 December 2009.



## ILMINSTER TOWN COUNCIL

The Chair thanks Ms Manly for her presentation and for her support to the town in the LDF process.

### 6. Planning Applications

It was RESOLVED that the Committee's comments on the applications on the attached list be submitted to South Somerset District Council.

Cllr Kennedy left at 9.10 pm after discussion of the second planning application.

In relation to Planning Application No. 09/04401/FUL – Highways Agency Maintenance Depot at Southfields Roundabout – the Clerk reported notification of diversion of footpath CH14/8 to accommodate the development. The Committee had no objections to the proposal.

It was also noted that the Highways Agency were exploring with the Highways Authority the possibility of using the facilities and equipment at the new depot for works around the locality.

### 7. Planning Decisions

The planning decisions on the attached list received from South Somerset District Council were noted.

### 8. Highways Matters

#### (a) Station Road Parking

The Chair suspended the meeting to enable members of the public to express their concerns at the parking restrictions to the west of the entry to Samsons Office Supplies and opposite the entry to Coombes Builders.

The Clerk reported that whilst a section of double yellow lines outside the houses on the north side of the road were correct, the contractors had inadvertently extended the restrictions further to the west which were therefore unenforceable. He also reported that a letter had been received from Coombes seeking to regularise the restrictions since they felt that cars parking there were causing difficulties for their own vehicles leaving the site.

The Chair returned into Committee session. Cllr Yeowell declared a personal and prejudicial interest as one of the property owners is a friend and also his wife's employer and left the room for the debate.

After discussion the Committee agreed to ask the Highways Authority to correct the mistake in the double yellow lining at that site and then to undertake a review of parking restrictions in the area (including the proposed Zebra crossing to the west) so that proposals could be considered by the Town Council.

Cllr Yeowell returned to the meeting.



## ILMINSTER TOWN COUNCIL

### (b) Winterhay Lane Parking

The Chair suspended the meeting to enable members of the public to express their concerns at the parking situation at the entry to Winterhay Lane.

The Clerk reported that when the double yellow lines had been extended on Station Road, consideration had been given to relaxing restrictions at the entry to Winterhay Lane to accommodate any displaced parking. The Highways Authority had been unwilling to undertake the action because of the limited number of places that would be released and the lack of any apparent pressure.

The Clerk had already taken the matter up with the Highways Authority.  
The Chair returned into Committee session.

Members agreed to await a response from the Highway Authority to the Clerk's Initiative.

Cllr Vjeh left at 9.45 pm.

### 9. Town Clerk's Report and Correspondence

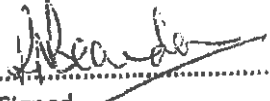
The Clerk reported

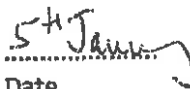
- (a) As from 5 November 2009 SSDC will be seeking affordable housing on all sites of 15 dwellings or more or of 0.5 hectare, irrespective of the number of dwellings.
- (b) Members were reminded of the Civic Carol Service on Sunday 13 December at 6 pm at the Minster Church.
- (c) Two spare tickets for Chard Town Council's Christmas Party on Friday 11 December at 7.30 pm.
- (d) He had been informed by SSDC that in an emergency sandbags will be delivered by SSDC on a 24 hour basis by ringing 01935 462462. The Clerk was asked to establish the definition of 'emergency'.
- (e) Receipt of a letter from the Leader of SCC asking all authorities to consider freezing Council Tax bills in 2010/2011.
- (f) Members received copies of the paper on Review of School Organisation in the Ilminster and Crewkerne areas which was being discussed by the County Council Cabinet on 9 December 2009.

### 10. Members Questions

The Mayor reported that the Town Council Christmas Tree had been installed in the Minster Church and the monies collected would be put to her charity – The Retired Greyhound Trust.

The meeting closed at 09.55pm

  
Signed

  
Date

## ILMINSTER TOWN COUNCIL

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### **Present**

**Chairman:** Cllr M Henly

**Councillors:** Cllr E Beattie, Cllr C Cameron, Cllr M M Excell, Cllr A Kennedy, Cllr D Miller, Cllr R Swann, Cllr P Whaites, Cllr L Vijeh.

**Officers:** Mr S Fisher, Mrs R Hope

**1. Apologies for Absence**

Apologies for absence were received from Cllrs Beardon, Childs, Shepherd, Turner and Yeowell.

**2. Declarations of Interest**

Cllr Henly declared a personal interest in Planning application 10/03947/FUL and 10/-04171/LBC due to his acquaintance with the neighbour of the applicant.

**3. Minutes of the Previous Meeting**

It was **RESOLVED** that the minutes of the Planning Committee meeting held on 28 September 2010 be approved and signed as a correct record.

**4. Matters Arising from the Minutes**

**Minute 7 – Street Lighting Upgrade**

Cllr Excell asked about progress on the upgrade. The Clerk replied he was waiting for a response.

**Minute 10 – Belisha Beacons**

Cllr Whaites asked if the style of Belisha Beacons on zebra crossings could be clarified.

**5. Planning Applications**

Cllr Henly declared a personal interest in Planning application 10/03947/FUL and 10/-4171/LBC due to his acquaintance with the neighbour of the applicant.

It was **RESOLVED** that the Committee's comments on the applications on the attached list be submitted to South Somerset District Council.

**7. Local Development Framework**

The Committee noted that the South Somerset Local Development Framework Draft Core Strategy incorporating Preferred Options was now published and open for consultation. Members received extracts from the Draft Strategy where it related to Ilminster including maps showing options for future housing development.

## ILMINSTER TOWN COUNCIL

It was felt that the document lacked detail or coherent arguments leading to choice of a preferred option which was compounded by the use of out of date maps giving a poor impression of the presentation as a whole. The absence of recent maps gave no clear indication, for example, of car parking provision which was a major issue for the town and it was considered that the matter needed to be addressed in a final document.

The Town Council had undertaken considerable work on producing a Strategic Vision and had devoted time to preparing an input to the Core Strategy based on that document. Furthermore the Vision had resulted from full public consultation and it was disappointing that many of its recommendations had not been included in the final draft.

In particular the choice of Option 2 for proposed housing development in the land running up to the fringes of Herne Hill was totally opposed by the Council. The preferred Option allowed for expansion along Shudrick Lane where it offered the additional advantage of an eastern relief road.

The Clerk was asked to respond accordingly to SSDC, including a further copy of the contribution of December 2009 to amplify these views.

### 8. Highways Matters

#### (a) Pedestrian Crossing at the Triangle

The Clerk reported that the zigzag lines had been extended and that the alignment of the lights had been changed so that they were more visible to car drivers. It appeared that no further improvements could be made without changing the location of the crossing entirely which would be difficult to achieve.

#### (b) Annual Winter Services Guide

The Clerk reported that he had received the Winter Services Guide for 2010/2011. The gritting routes were as in previous years.

### 9. Town Clerk's Report and Correspondence

The Clerk reported

- (a) SSDC had asked the Council to publicise the 2011 census.
- (b) He had had a request asking the Council's opinion on the new proposed Planning reforms
- (c) Cllr Yeowell had resigned as Chair of the Planning Committee. Election of a new Chair would take place at the next Council Meeting.

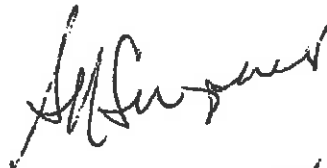
### 10. Members Questions

- (a) Cllr Whaites asked (i) if the double yellow lines on Station Road were enforceable, (ii) would it be possible to have an update on the crossing outside Trafalgar Court and (iii) the new speed humps on Ditton Street appeared to be ineffective and were not signed.
- (b) Cllr Excell asked (i) what was the minimum distance from the road for an extension to be built and (ii) were the committee aware that the cottages on Shudrick lane have cracks in them.

# ILMINSTER TOWN COUNCIL

(c) Cllr Swann asked for an update on the proposed Medical Centre.

The meeting closed at 8.52pm



.....  
Signed

7/12/10  
.....  
Date



Mr A Foyne  
South Somerset District Council  
Council Offices  
Brympton Way  
Yeovil  
BA20 2HT  
2 December 2010

Dear Andy

**Local Development Framework – Draft Core Strategy**

My Council has now considered the Draft Core Strategy published at the beginning of October.

I need to start by saying that members are extremely disappointed at both the presentation and the content in so far as it relates to the future development of Ilminster as an important market town in South Somerset.

1. It is considered that the document lacks detail in its presentation of a plan that will take the town forward over the next 15 years. The Town Council has worked hard at developing a Strategic Vision for Ilminster and our response to the various consultations in the autumn of last year was based on a summary of relevant parts of that Vision. I am enclosing a further copy for your information.

The content of the Vision resulted from detailed discussions over a long period and involved a whole range of public consultation events on specific issues as well as the broad approach of the initiative. Accordingly members are most unhappy that the Town Council input has been largely ignored.

2. The choice of Option2 for proposed housing development on land running up to the fringes of Herne Hill is at complete variance with the recommendations of the Town Council and would be totally opposed. The Council has long favoured expansion along Shudrick Lane which offers the added advantage of making a much needed eastern relief road more feasible. The arguments are outlined in the attached document including those against development of land to the north of Herne Hill.

The case for Option2 rather than Option1 in paragraph 5.4.12 based on the relationship to schools, shops, health facilities, employment land and the town centre with less dispersed loss of greenfield land is simply incoherent in our view.

It is also worth pointing out that the efforts of the Town Council to establish a Sports Centre on Brittons Field are in line with the thinking of the Core Strategy. However they require additional land to the west for both pitches and recreational space which would be frustrated by housing development in that area.

3. The maps in the document are so out of date that they give the impression that the proposals are based on historical rather than current data. Whilst that may not be the case, it is important for presentational reasons that the final Core Strategy does have appropriate supporting information.

Parking for example is an important issue for Ilminster with the District Council's own surveys reporting a lack of available places. The out of date plans could not be used to support an informed analysis of that problem area since they omit many of the developments that have taken place in recent years.

I am not entirely clear how responses to the draft LDF are to be handled but you will appreciate that my members feel that the strength of their reaction to what is being suggested does demand further discussion with them as the body elected to represent the Ilminster Community. It would be helpful to explore how that dialogue can be achieved with the objective of securing a Core Strategy that promotes the aspirations of the town within the formal framework required by SSDC.

Yours sincerely

Stephen Fisher  
Town Clerk

## ILMINSTER TOWN COUNCIL

### RESPONSE TO LOCAL DEVELOPMENT FRAMEWORK PROPOSALS

There is consensus that Ilminster should be categorised as a Policy B settlement as meeting the criteria for Market Towns.

#### 1. Settlement Role

There is a strongly held view that the growth of Ilminster in the last ten years has been unbalanced and that the LDF should seek to redress the situation.

The imbalance has been created largely by the development of a major housing complex around the western fringes of the town which was initially planned at around 200 dwellings, but by the time it was completed was well over 400. This development when set alongside more modest individual sites - but collectively significant - has resulted in population growth from somewhere in the region of 4500 to well over 6000 residents.

The situation has been exacerbated by the loss of major employers in Clarks, Horlicks and Theaks and reduced job opportunities at other major concerns in the town. Furthermore the town gained no improvements of any significance to its infrastructure from either the housing and population expansion of the last ten years or the introduction of a major supermarket into the town save a southern distributor road and a change to the traffic system in part of the town centre.

Accordingly the town lacks a breadth of local employment opportunities to provide a healthy balance between those working locally alongside the proportion that inevitably will commute. When set alongside a lack of local community facilities, there is a danger of Ilminster becoming increasingly a dormitory town, a trend which the LDF must seek to reverse.

#### 2. Employment Land

The Town Council is content that the main thrust of future employment should be sited to the west of the town, on both sides of the main road and embracing the old Horlicks site. In that way, the residential area on the fringes of the town can move to industrial land to the west, where advantage can be taken of the excellent road links flowing from Southfields Roundabout.

However there is major concern that whilst the existing allocation may seem reasonable for expansion of the town over the next 15 years, much of that land lies on a potential flood plain.

It must be borne in mind that zones at flood risk are under constant review and that areas with potential to flood are frequently prohibitive financially to develop. The most recent plans for development of the Horlicks site are far more restrictive than their original ideas and may well be reflecting the problem.

Accordingly if the Town Council is to accept the proposed allocation, it would only be with an assurance from the Environment Agency that it is considered 'fit for purpose'. Otherwise alternative proposals will be necessary.

The Town Council is also concerned that employment land should be converted into jobs and will therefore expect to achieve a balance between (say) light industry B2 and warehousing (B8) where jobs per land area vary considerably. There is also some concern that the statistical



## ILMINSTER TOWN COUNCIL

information underpinning the analysis of job availability and employee mobility is based on 2001 and 2006 data and does not always appear credible.

### 3. Community Infrastructure

#### a. Sports Facilities

The town is well served for outdoor grass pitch facilities although there is some need for additional space to the west of Brittens Field which is being negotiated with SCC.

The town however is lacking a Sports Hall, general indoor sporting facilities and Synthetic Turf Pitches, a factor recognised fully by SSDC in a recent PPG17 report.

These needs are immediate and are omissions in the portfolio of provision that lead to the imbalance described in paragraph 1 above. The Town Council does not accept that redressing the situation should be a long term 2018 strategy and would urge that such facilities be given a much higher priority. Efforts are already being made to develop a Sports Hall and with the community behind the initiative, it would be expected that SSDC would see its delivery as of fundamental significance in both the short as well as long term.

#### b. Swimming Pools

It is noted that the SSDC Report concludes that a swimming pool in Ilminster is not feasible, despite the fact that it was considered of high importance by residents in their contributions to the Community Plan.

The Council would not wish to see the prospect of a swimming pool removed from the infrastructure aspirations of the town.

#### c. Schooling

The Council has long taken the view that the coherence of a community is improved immeasurably if the statutory schooling of its young people is delivered within the town. Not only do the young people retain ownership of the locality but there are other socio-economic advantages and the spin off facilities of Sports Halls etc (see paragraph a. above) additionally improve community provision.

Furthermore children benefit from not having to spend time travelling, there is a reduction in the carbon footprint and on a purely financial argument, there would be a saving of a reported £1 million per year on transportation costs.

It is appreciated that the number of children within Ilminster may at present be insufficient to sustain a secondary school under current Somerset County Council viability criteria. However schools in rural areas have always served a wider catchment area and the number of properties (2734) in the cluster of villages viewing Ilminster as its focus exceeds the number of properties in Ilminster itself (2676) suggesting that the contributory population is already at the threshold level for a secondary school.

## ILMINSTER TOWN COUNCIL

The two tier option favoured in the recent County Council review of schools in the area would make a new secondary school in Ilminster the more feasible.

The Council would therefore wish to retain the possibility in the Planning Framework.

d. Car Parks

There is a reported car parking deficit in Ilminster, expected to rise in the next few years to 120 by 2016. There is a need therefore to identify alternative sites.

In the meantime, the Council will expect to argue for the provision of adequate car parking spaces in all new developments in the town.

e. Road from Shudrick Lane to Knott Oak

In recent years the town has been provided with a southern distributor road – Canal Way – to allow traffic to skirt the town to the south west. There was also a change to traffic circulation in the town when Ditton Street was made one-way south as part of the development of a Supermarket along Shudrick Lane.

This leaves a pressing need for a relief road to the east on the extension of Shudrick Lane down to the valley to the Knott Oak area. Such a loop would allow traffic from the south the opportunity to travel east towards Yeovil and Crewkerne as well as coming back into town from that direction. As such the provision would be seen as satisfying the wider community needs for both circulation and by-pass purposes and would complement the revised town centre traffic flows and southern ring road.

Furthermore an eastern loop would facilitate the possibility of introducing some pedestrianisation of the town centre by maintaining and improving access routes and would additionally reduce the carbon footprint.

It is appreciated that the opening up of the eastern valley beyond Shudrick Lane would allow for some new housing development which would make a contribution to the costs of a new road. In the event that this was insufficient to meet the overall sum required, the Council would argue that roads of community benefit should expect adequate public funding and not be reliant solely on Section 106 contributions.

The Council would strongly urge that this development be introduced into the LDF and that equal efforts are made to secure its inclusion in the Local Transport Plan.

f. Section 106

The Council feels most strongly that in principle, a town like Ilminster should benefit directly from monies realised under Section 106 agreements relating to development in that town. They are not persuaded by the argument that such contributions should go to strategic facilities of benefit to other settlements as well as Ilminster. There is a history of that strategy operating only in one direction and there is no evidence of monies flowing into Ilminster from developments elsewhere to counter balance.

## ILMINSTER TOWN COUNCIL

### 4. Town Centre

There is concern that a mechanism must be found to protect the retail premises in the town which should spread into West Street slightly beyond the present perceived commercial heart of Ilminster. In this context, the absence of a clear retail boundary in LDF planning is unhelpful and there is a strong feeling that the concept should be established in the LDF.

Whilst some housing, possibly at first floor level clearly helps to improve the balance of a town centre, the success of a market town relies on a vibrant commercial and retail centre which every effort must be made to preserve.

### 5. Housing Development

The Town Council is content to see some modest housing expansion over the period and has worked on a guideline figure of around 20 dwellings per year. However it is extremely difficult to prescribe a figure for the next 15 years when what is more important is achieving the balance between housing and employment argued in paragraph 1 above. The guideline therefore must be dealt with flexibly and the Council would insist that future development of Ilminster is not frustrated by strict adherence to a level of housing expansion whose quantification in 2009 could not predict the future.

It is felt that this expansion could most reasonably be accommodated on the eastern side of town beyond Shudrick Lane in association with an eastern ring road.

The Town Council is opposed to housing development to the south and west of Canal Way. Some public building (e.g. a school) might be acceptable but only if it offered overriding advantages to the town. That policy is aimed at protecting the views to and from Herne Hill and was part of the Town Council stance when housing to the west of Canal Way was first planned ten years ago.

Project Plan November - Document created 6.11.13  
Ilminster Town Council Project Plan

Agenda Item ???

| No                          | Priority | Date Raised                     | Subject             | Action   | Milestones   | Review/Action | Sponsor |
|-----------------------------|----------|---------------------------------|---------------------|--|--|---------------|---------|
| <b>A - Cemetery</b>         |          |                                 |                     |  |  |               |         |
| 1                           | 13       | 20/10/09                        | Lower cemetery wall | Long term plan to be developed for the maintenance of the lower wall<br><br>Visual inspection of wall running north north west (adjacent to access lane of neighbouring property) and cost of repair work obtained 15.10.13. To be considered by the Open Spaces Committee on 5 November 2013  | Open Spaces to be advised of relevant parts of covenant. | Dec 2013      | Goodall |
| 2                           | 7        |                                 | Lower cemetery wall | Reduction of pressure on cemetery lower wall.<br>Nov 2012 - professional advice sought<br>04.12.12 Council agreed that Town Clerk could obtain prices for dismantling the North West wall and proceed with the work based on the process obtained.<br>03.09.13 Wall and railings dismantled, temporary fence in place.<br>15.10.13 Quotations for replacement wall considered by Council 10.09.13.<br>Site meeting held on 1 October, order has been placed for railings and delivery / erection will be 6-8 weeks ie end of November / beginning of December 2013 | Agreement with Callisters                                | Sept 2013     | Goodall |
| <b>B - Recreation Areas</b> |          |                                 |                     |  |  |               |         |
| 4                           | 1        | 20/4/10<br>Revisited<br>24/5/11 | Skate Park          | Artistic Graffiti and Snagging<br>19.10.12 meeting held on site with contractor to discuss snagging<br>28.11.12 welding snagging completed, remainder of snagging  |  | December 2013 | Goodall |

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# Agenda Item ???

## Ilminster Town Council Project Plan

| No | Priority | Date Raised | Subject                                 | Action   | Milestones                       | Review/Action | Sponsor  |
|----|----------|-------------|---|--|----------------------------------|---------------|----------|
|    |          |             |   | work scheduled for week commencing 3 <sup>rd</sup> December 2012<br>Contractor has been on-site some issues still to be resolved. 29.01.13<br>Contractors working 03.05.13<br>Contractor says "Shagging Complete".<br>03.09.13 Contractor to meet with Deputy Clerk, Chair of Open Spaces and Senior Open Spaces Warden on-site 04.09.13 to discuss outstanding issues.  |                                  |               |          |
| 5  | 10       | 7/6/11      | Additional land for recreational space. | Chair of Open Spaces looking to provide recreational master plan.<br>Open Spaces review group met 30.05.13<br>03.09.13 Land adjacent to Britten's Field not available from SCC.<br>Open Spaces Review Group meeting 3 <sup>rd</sup> and 4 <sup>th</sup> September to interview potential Landscape Architects/designers and formulate recommendation to go to Council on 10.09.13.<br>15.10.13. Landscape designer has been appointed, will discuss initial thoughts with Open Spaces review Group on 15.10.13. Public Consultation booked for 7 November at Swanmead school to take place over late afternoon and early evening | Discussion with SSDC to continue | Dec 2013      | Goodall  |
| 6  | 8        | 7/5/11      | Hammerhead land                         | Acquire the Hammerhead land with the intention of converting it into a park area.<br>Reviewed in Nov 2012 – Councillors  |                                  |               | Shepherd |

| Ilminster Town Council Project Plan |          |                      |                                     |   |  | Agenda Item ??? |         |
|-------------------------------------|----------|----------------------|-------------------------------------|---|--|-----------------|---------|
| No                                  | Priority | Date Raised          | Subject                             | Action  | Milestones   | Review/Action   | Sponsor |
| 7                                   | 15       | 13/10/09             | New Management Plan for Herne Hill  | <p>requested item remains on action plan</p> <p>The last management plan for Herne Hill was produced in 1995. Much has changed since then and a new management plan would be desirable.</p> <p>03.09.13 Work has started on a new document for Herne Hill to be two parts, a reference section about the various species to be written by the advisory group experts and management section which is being compiled by the Senior Open Spaces Warden and Deputy Clerk.</p> <p>First draft should be available November.- Early November</p> | <p>SWT to be contacted reference assistance in producing a management plan.</p> <p>Advisory Group met 12.03.13</p> | December 2013   | Goodall |
| 8                                   | 16       | 05/04/11<br>04/09/12 | Bye Laws – omission to be rectified | <p>Amendment to be made and Byelaws re-sent.</p> <p>Byelaws submitted to relevant Government Department for approval Nov 2012 –</p> <p>20 Dec 2012 DCLG confirmed receipt and that their legal team is checking the ITC submission</p> <p>Chased - Week commencing 11.03.13, and again 03/06/13 &amp; 10/06/13.</p> <p>Assistance requested from MP David Laws – awaiting a response</p> <p>15.10.13. DCLG could not find original application so duplicate sent.</p> <p>Response received from DCLG 7.10.13 suggesting some</p>            |  | Dec 2013        | Miller  |



Agenda Item ???

Iminster Town Council Project Plan

| No  | Priority | Date Raised | Subject   | Action  | Milestones  | Review/Action   | Sponsor |
|---|----------|-------------|---|---|---|---|---------|
| 12  | 6        | 17/04/12    | Website review                                  | Council not to renew the website contract and as an interim measure use temporary web pages and facebook.<br>15.10.13 Site map in development | Somerset Web Services identified as a preferred supplier. | 2013/14   | Lawson  |
| <b>E – Personnel (Wardens and Office Staff)</b> |          |             |   |   |   |   |         |
| <b>F- Highways/Pavements Paths</b>              |          |             |   |   |   |   |         |
| <b>G – Miscellaneous</b>                        |          |             |   |   |   |   |         |
| 13  | 21       | 19/05/09    | Adoption of Lower Meadow, Canal Way Development | District Councillor Carol Goodall provided an update on SSDC adoption policy at the Open Spaces Committee on 13.08.13 (Minute OS 44 refers)   | No target date yet from Persimmons for completion         | 23.11.12 Ch of Open Spaces Ctee has liaised with SSDC – who will not adopt until developer has brought the roads, public spaces and footpaths up to the approved standard. No timescale is known for this work. | Miller  |



## Town Clerk

**From:** Town Clerk [town.clerk@ilminster.gov.uk]  
**Sent:** 06 November 2013 09:10  
**To:** 'mary@hawkinslott.co.uk'  
**Subject:** RE: Local Plan

Thank you , I will get it put on the agenda planner

Joy

Joy Norris  
Town Clerk  
Ilminster Town Council  
Tel: 01460 52149



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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

**From:** mary@hawkinslott.co.uk [mailto:mary@hawkinslott.co.uk]  
**Sent:** 06 November 2013 04:57  
**To:** town.clerk@ilminster.gov.uk; 'Emma Jane'  
**Cc:** 'DAVID MILLER'  
**Subject:** Local Plan

Dear Joy/Emma

The paperwork for this month's District Executive (DX) begins the discussion on the 'Proposed Submission Local Plan'. After DX it will go on to Full Council on 21<sup>st</sup> November. Within the paperwork is a copy of the letter that they are proposing to send out regarding consultation. An informal drop in session is proposed for Ilminster on 3<sup>rd</sup> December 2013, 4.00pm till 7.30pm taking place at the Shrubbery.

*Should you wish to make representations on the soundness of the Proposed Main Modifications, you must submit your representations within the six week consultation period.*

May I suggest that you might consider putting the item on the next planning agenda because we need to know if the new Councillors understand the decisions made by previous Councils and if they agree with them.

Carol

62

## Town Clerk

---

**From:** Admin [admin@ilminster.gov.uk]  
**Sent:** 06 November 2013 09:29  
**To:** 'Town Clerk'  
**Subject:** RE: Local Plan

63

Okay, will do.

Nikki

Nicola McIntosh  
Administrative Assistant  
Ilminster Town Council

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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

Tel: 01460 52149 Fax: 01460 55642 e-mail: [town.council@ilminster.gov.uk](mailto:town.council@ilminster.gov.uk)



**From:** Town Clerk [<mailto:town.clerk@ilminster.gov.uk>]  
**Sent:** 06 November 2013 09:11  
**To:** [admin@ilminster.gov.uk](mailto:admin@ilminster.gov.uk)  
**Subject:** FW: Local Plan

Nikki, please can you put the Local Plan on the next planning agenda

Joy

Joy Norris  
Town Clerk  
Ilminster Town Council  
Tel: 01460 52149



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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

**From:** [mary@hawkinslott.co.uk](mailto:mary@hawkinslott.co.uk) [<mailto:mary@hawkinslott.co.uk>]  
**Sent:** 06 November 2013 04:57  
**To:** [town.clerk@ilminster.gov.uk](mailto:town.clerk@ilminster.gov.uk); 'Emma Jane'  
**Cc:** 'DAVID MILLER'  
**Subject:** Local Plan

Dear Joy/Emma

The paperwork for this month's District Executive (DX) begins the discussion on the 'Proposed Submission Local Plan'. After DX it will go on to Full Council on 21<sup>st</sup> November. Within the paperwork is a copy of the letter that they are proposing to send out regarding consultation. An informal drop in session is proposed for Ilminster on 3<sup>rd</sup> December 2013, 4.00pm till 7.30pm taking place at the Shrubbery.

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May I suggest that you might consider putting the item on the next planning agenda because we need to know if the new Councillors understand the decisions made by previous Councils and if they agree with them.

Carol

## Town Clerk

**From:** Town Clerk [town.clerk@ilminster.gov.uk]  
**Sent:** 08 November 2013 11:44  
**To:** 'robertdrayton@sky.com'  
**Subject:** RE: FOI

64

Dear Mr Drayton,

I am contacting you with your regard to your email dated 25 October 2013.

As Town Clerk I deal with Freedom of Information requests and it was my decision that section 41 of the Freedom Of Information applied to your request.

The report held by this Town Council clearly states that that it was prepared for Lord Cameron by a third party and the closing statement is "This report is written for the sole use of Dillington Farms and may not be reproduced or copied without permission of the author"

The Information Commissioner's publication "The Guide to Freedom of Information" says that the section 41 exemption applies if 2 conditions are satisfied

- The information was received from someone else
- Complying with the FOI request would be a breach of confidence that is actionable.

These conditions are clearly met in the case of the report that the Town Council holds.

Yours sincerely

*Joy Norris*

Joy Norris  
Town Clerk  
Ilminster Town Council  
Tel: 01460 52149



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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

**From:** robertdrayton@sky.com [mailto:robertdrayton@sky.com]  
**Sent:** 25 October 2013 15:17  
**To:** Town Clerk  
**Subject:** FOI

Dear Joy,

Could you please supply information on the two questions below under the Freedom of Information Act. Many thanks.

This refers to your reply to me dated 13th May 2013 when, in reply to a question about the map commissioned by Lord Cameron you stated:

'The Town Council holds a copy of a report commissioned by Lord Cameron of Dillington regarding possible routes for a relief / link road. This document is not being released under the Freedom of Information Act as it was supplied to the town council in confidence, therefore the section 41 absolute exemption confidentiality applies.'

Could you please explain:

who made the decision not to release the document - it was later released to me by South Somerset District Council as it was in the public domain and being used to draw up the Local Plan.

2

How was the decision made not to release the document because it was 'supplied to the town council in confidence'? What information was available to come to the conclusion it was confidential, as in your reply to me of 5th June 2013 you state: "Regarding your request for the date of a letter from Lord Cameron, I have not been able to find a letter on our files from Lord Cameron about a relief road; we have the report as stated in my letter dated 13 May 2013 but there is no accompanying document or anything that indicates how or when it was received by the town council."

This suggests to me that there could have been nothing on or with the document that could suggest it was confidential so it is a mystery why the decision was made that it was. With nothing on record or anything that 'indicates how or when it was received', how can it possible to say it is confidential? There is nothing on the document itself to suggest this and with no supporting evidence on file with the town council it is difficult to understand the council's decision on this matter. It is a matter of public interest as it is integral to the decision making process on the local plan and the future of the town.

I appreciate that you will have 20 working days to reply under FOI, but as the consultation period on the Local Plan is approaching it would be appreciated if a reply to these simple matters could be expedited as the presentation of the document and its content into the public domain is of vital importance to the outcome of the local plan.

Thankyou for your kind assistance.

Yours sincerely

Rob Drayton

## Town Clerk

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**From:** robertdrayton@sky.com  
**Sent:** 11 November 2013 06:46  
**To:** Town Clerk  
**Subject:** Re: Request

65

Dear Joy

Many thanks for your reply.

Concerning the last paragraph, I do represent a large number of town ratepayers with an interest in the Local Plan. There has been concern expressed over public consultation with regards to the Local Plan and the town Vision, both during public submission and at the examination into the LP.

While I appreciate you have a heavy workload, and I know of the options of looking on the website and noticeboard, I do hope you will be able to give further consideration to meeting just one request to be notified of any Local Plan item which may be on future agendas up until the council makes its submission. While I appreciate you cannot guarantee this, it would be very helpful if this was possible - email contact would be fine.

Kind regards

Rob Drayton

**From:** Town Clerk <town.clerk@ilminster.gov.uk>  
**To:** robertdrayton@sky.com  
**Sent:** Thursday, 24 October 2013, 10:58  
**Subject:** RE: Request

Good morning,

Thank you for your email.

Attached is a copy of our Councillor Code of Conduct as requested.

Regarding papers at meetings, we do our best to adhere to the legal requirements so always have spare copies of agendas and papers available for the press and public - wherever possible we do ask people attending if they would like a copy. In view of your comments I will ask the Meeting Administrators to put the spare copies on the seats where the press and public sit.

Over the last 12 months we have worked hard to improve the meeting information that we provide for the public and we have refined our agenda layout and detail so that they provide appropriate information for the public about the topic for discussion in a way that is readable. Agendas are also posted on our website - usually within 24 hours of the agenda being published - the agendas do say that copies of any reports can be requested by contacting the office so it would be possible - where the reports are available - to have the information in advance of the meeting if a person so requests.

I appreciate you wishing to know whenever an item relating to the Local Plan is put on an agenda for a Council or Committee meeting but I could not guarantee we would always be able to advise you when this is the case.

Joy

Joy Norris  
Town Clerk  
Ilminster Town Council  
Tel: 01460 52149



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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

**From:** robertdrayton@sky.com [mailto:robertdrayton@sky.com]  
**Sent:** 23 October 2013 14:13  
**To:** Town Clerk  
**Subject:** Request

Dear Joy,

A few points if you could consider when you have time please (not FOI, just simple requests!).

1 Is it possible to be informed of any item concerning the Local Plan when it appears on an agenda for a full council or committee meeting over the next few months; I am particularly interested in any meeting which is loikely to be soon arranged (according to the timetable) between SSDC and ITC as part of the consultation process. But the TC may also be holding a meeting to discuss the Local Plan. I do watch the agendas but may miss it so any notification would be helpgul.

2 Just a point from last night's meeting. A number of items on the agenda referred to reports which had been submitted by councillors; when they are 'noddod through' without discussion it is impossible for press/public to know what on earth is going on.

The Public Bodies (Admission to Meetings) Act 1960 does provide this for the press (see below) and it would be very helpful for a member of the public attending to also be able to follow exactly what was going on by having relevant documents in front of them. Any agendas, reports and documents provided would obviously make it a much more pleasurable experience for the general public by making it easier to know what is being discussed.

3 Is it possible to send me a copy of the council's Code of Conduct. I checked the SSDC website to see if ITC was listed as a party to theirs, but it did state to go to individual councils for a copy because there could be differences. If it is on-line, a simple link would suffice.

Many thanks and kind regards

Rob Drayton

Public Bodies (Admission to Meetings) Act 1960

4b

there shall, on request and on payment of postage or other necessary charge for transmission, be supplied for the benefit of any newspaper a copy of the agenda for the meeting as supplied to members of the body (but excluding, if thought fit, any item during which the meeting is likely not to be open to the public), together with such further statements or particulars, if any, as are necessary to indicate the nature of the items included or, if thought fit in the case of any item, with copies of any reports or other documents supplied to members of the body in connection with the item;

## Town Clerk

---

**From:** robertdrayton@sky.com  
**Sent:** 12 November 2013 10:31  
**To:** Town Clerk  
**Subject:** Meeting request

66

Dear Joy,

The Save Shudrick Valley Group represents a significant number of ratepayers in Ilminster - with support from all around the town.

We have noted the South Somerset District Council Executive's recommendations to Full Council on the Local Plan, that the direction of growth should be in Canal Way, which the Examination Inspector recommend as a necessity to make the Local Plan 'sound'. It also removes the Shudrick Valley option - another requirement of the Inspector, who recommended the Canal Way option as the most sustainable.

This has been backed up by a robust new look at the Sustainable Appraisal of the three options by a new team at the District Council which was then reviewed by outside consultants. The review has also taken into account an 85-page document from Dillington Estate and Fry developers, through Turley Associates, that Shudrick Valley should remain the preferred option. Despite this document, which centred on the Sustainability Appraisal, the District Council's planning team, the external consultants, the Project Management Board and now the Executive all still decided that Canal Way is the most sustainable direction for growth.

We are not a lobbying interested party, but a bona fide group representing ratepayers in the town. During the last period of consultation on the Local Plan, there were concerns over the consultation process, which was reflected at the public Examination. In order to make sure the new issues are fairly presented this time around, and so that the Town Council can look fairly and afresh at the issue, with all the facts available, we would welcome the opportunity of a small group of three SSVG representatives meeting with Town Council representatives, to discuss the issues to make the plan sound. There were no town councillors present at the Examination and the Town Council has not requested a meeting with ourselves, or discussed the progress of the plan and result of the Examination, so this would provide an opportunity for all issues to be discussed.

The aim of our campaign is in the best interests of the town and that can only be met by agreeing to the Inspector's recommendations to make the Local Plan sound, based on a sound Sustainability Appraisal. Any other decision would go against the recommendations of the Inspector, make it unsound again and he would then be bound to dismiss the plan. It would then go back to square one and take a number of years to be reconsidered, with all the consequences that would cause.

We hope you will be able to take up our offer to discuss this important matter for the future of our town.

Yours sincerely,

Robert Drayton, for Save Shudrick Valley Group



**Town Clerk**

**From:** Town Clerk [town.clerk@ilminster.gov.uk]  
**Sent:** 12 November 2013 12:33  
**To:** 'Emma Jane'  
**Subject:** FW: Meeting request

67

To Mayor: Copy Chairs Of Planning, Highways & Transport and Open Spaces Committees

Hi Emma Jane

Please see the email below. I would suggest that we respond in the same way as we propose to respond to Lord Cameron. Would we wish to have both groups at the same meeting and should that be at the start of a formal meeting. Whatever we do, we need to make sure that everyone has an equal opportunity to meet / address the Council. Perhaps it would be easiest to speak about this whenever is most convenient for you. The next planning meeting is 26 November and Council is 3 December.

There is nothing specific in the Council / Committee Terms of Reference regarding the Local Plan so either meeting could have legitimate cause for Local Plan – Planning because it is a lot about development and Council because it is a policy matter and of local importance and interest. I had, at a Councillor's request, already put an item on the agenda planner for PHT Committee to provide information on how the Council arrived at its submission regarding the original local plan proposal but that could be moved to Council and linked with presentations from Dillington and the Shudrick Valley group - or all go to PHT

Joy

Joy Norris  
Town Clerk  
Ilminster Town Council  
Tel: 01460 52149



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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

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**Sent:** 12 November 2013 10:31  
**To:** Town Clerk  
**Subject:** Meeting request

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Yours sincerely,

Robert Drayton, for Save Shudrick Valley Group

## Town Clerk

---

**From:** Emma Jane [emmajane@dot-the-eye.com]  
**Sent:** 14 November 2013 12:28  
**To:** Town Clerk  
**Cc:** mary@hawkinslott.co.uk; 'david miller' (djmilim@btinternet.com)  
**Subject:** Meeting request

Hi Joy

I think both parties should be invited to present to the Council but not at the same time. I also suggest that we need have a briefing to Councilors prior to both these presentations about the draft Town Council Vision as some of the Councillors are not aware of it.

I have copied David and Mum in as I think their views on this are key

Regards

Emma Jane

Regards

Emma Jane

Emma Jane

Emma Jane Taylor  
Dot-The-Eye Ltd  
Email: [emmajane@dot-the-eye.com](mailto:emmajane@dot-the-eye.com)  
tel: +44 1460 259540  
fax: +44 845 280 5304  
mb: +44 7883 096426  
web: <http://dot-the-eye.com>

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**From:** Town Clerk [mailto:town.clerk@ilminster.gov.uk]  
**Sent:** 12 November 2013 12:33  
**To:** Emma Jane  
**Subject:** FW: Meeting request

To Mayor: Copy Chairs Of Planning, Highways & Transport and Open Spaces Committees

Hi Emma Jane

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Ilminster Town Council, Council Offices, North Street, Ilminster, Somerset TA19 0DG

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Yours sincerely,

Robert Drayton, for Save Shudrick Valley Group

**Planning Committee  
Agenda Planner 2013**

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|                               |   |              |   |
|-------------------------------|---|--------------|---|
| <b>Date: 1st October 2013</b> |   |              |   |
| <b>Item:</b>                  | <b>Standard Items</b>   | <b>Item:</b> | <b>Additional Items</b>                     |
|                               | 1 Apologies<br>2 Declarations of interest<br>3 Minutes<br>4 Planning Applications<br>5 Planning Appeals<br>6 Planning Decisions |              | SCC Highways - Notification of Road Closure |

|                                |   |              |  |
|--------------------------------|---|--------------|--|
| <b>Date: 29th October 2013</b> |   |              |  |
| <b>Item:</b>                   | <b>Standard Items</b>   | <b>Item:</b> | <b>Additional Items</b>                    |
|                                | 1 Apologies<br>2 Declarations of interest<br>3 Minutes<br>4 Planning Applications<br>5 Planning Appeals<br>6 Planning Decisions |              | South Somerset Car Parking Strategy Review |

|                                 |   |              |  |
|---------------------------------|---|--------------|--|
| <b>Date: 26th November 2013</b> |   |              |  |
| <b>Item:</b>                    | <b>Standard Items</b>   | <b>Item:</b> | <b>Additional Items</b>  |
|                                 | 1 Apologies<br><br><br><br><br><br><br>2 Declarations of interest<br>3 Minutes<br>4 Planning Applications<br>5 Planning Appeals<br>6 Planning Decisions |              | Local Plan - Report from Cllr Miller<br>Cllrs meet with Old Methodist Church Bottom new road- [REDACTED]<br>[REDACTED] look at comment and make suggestions on proposed Conversion to building. - Cllr Shearman to confirm Item. |

*names redacted as personal information*

|              |   |              |                         |
|--------------|---|--------------|-------------------------|
| <b>Date:</b> |   |              |                         |
| <b>Item:</b> | <b>Standard Items</b>   | <b>Item:</b> | <b>Additional Items</b> |
|              | 1 Apologies<br>2 Declarations of interest<br>3 Minutes<br>4 Planning Applications<br>5 Planning Appeals<br>6 Planning Decisions |              |                         |

|  |
|--|
| <b>REMINDERS &amp; UNALLOCATED ITEMS</b> |
|  |

**Planning Committee**  
**Agenda Planner 2013**



