

MINUTES of the meeting of Yeovil Without Parish Council, held at Primrose Lane School, Wyndham Park, Yeovil on Wednesday 19th February 2020 (7.00pm – 8.28pm)

PRESENT:

Pauline Lock - Chair	Jamie Lock
Iris Coton	Colin Rose
Alf Hill	John Snell
Simon Hodder	Royston Spinner

IN ATTENDANCE:

Barbara Appleby – Clerk
2 parishioners

PUBLIC OPEN SESSION

Wyndham Park Community Association thanked the parish council for the grit bins, installation of Post Boxes on the development was raised.

107/20 APOLOGIES FOR ABSENCE

Personal apologies received from, Roger Brown, Sharon Hackett and Margot Woodward
Business apologies (conflict of meetings) received from Graham Oakes, Mike Lock, Rob Stickland

RESOLVED: to accept the apologies with the reason given.

Not Present: Amy Grieves

108/20 DECLARATIONS OF INTEREST

113/20 Planning	Pauline Lock	SSDC –statement below*
116.1 Community Governance Revenue	Pauline Lock and Royston Spinner	Members of Yeovil Town Council

*SSDC - District Councillor Pauline Lock referred to her membership of South Somerset District Council and indicated that whilst she might speak and possibly vote on applications which may be referred to that Council for determination, she would reconsider such applications at District level taking into account all relevant evidence and representations made at that tier.

109/20 MINUTES OF THE MEETING HELD 15th JANUARY 2020

RESOLVED: that the minutes of the previous meeting held on 15th January 2020 be signed as a correct record.

110/20 CRIME, DISORDER AND COMMUNITY SAFETY

110.1 PCSO: None in attendance

110.2 To raise areas of concern within the parish:

110.2.1 The following comments were made:

- It was observed recently that a trial bike was racing around Lyde Road with no lights.

- Excessive disruption and poor standard of work was reported about recent roadworks that took place in the Yeovil Marsh Area and that the works extend beyond the 1 day temporary road closure notice to 6 days. Enquiry to be submitted to SSC Highways as to why the roadworks took longer than planned and comment on the standard of works observed by residents.

111/20 CHAIR'S ANNOUNCEMENTS – Westland Leisure Complex update visit – Thursday 27th Feb 2020 at 6pm. The following councillors confirmed their intention to attend: JL, PL, RS, CR, IS, and MW who had previously confirmed via email.

112/20 REPORTS

112.1 Somerset County Councillors – None in attendance, apologies received

112.2 District Councillors – SSDC holding their budget meeting this evening. Information (flood relief) is still be gathered in regard to the Gladman Development application prior to consideration by the Areas South Committee.

112.3 Parish Representatives – None

112.4 Clerks report below: **NOTED**

Subject	When	Venue	Attendees
Allotment Working Group meeting	29 th Jan 20	Wyndham Park Hub	CR, IC, Clerk and 3 x YMAS
	8 th Feb 20	Allotment site	GO, MW, IC, CR and the Clerk
NB. A further Allotment Working Group meeting to be held prior to a recommendation being presented to full council			
WP Community Association	12 th Feb 20	Wyndham Park Hub	RS and the Clerk

113/20 PLANNING

113.1 PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION:

	Application No.	Proposal	Location	YWPC Comments
i	19/03242/OUT	Outline application for the erection of up to 185 dwellings	Land North of Brimsmore Tintinhull Road, Yeovil	Recommend Refusal – Detrimental to the parish of Yeovil Without – detailed response submitted (pages 6 – 9)

https://www.southsomerset.gov.uk/forms/planning/planning-documents?ref_no=19/03088/HOU

YWPC Comments: “**Recommend Approval** on the condition the front extension stays in line with the building line of No. 5, to the extent that it does not exceed beyond the measurement (1.57m) of the adjacent front extension (No. 5) and that the proposed extension does not obstruct the window/light to No. 5 and No. 9.”

113.2 PLANNING APPLICATIONS CONSIDERED UNDER SO 15b xv PRIOR TO THIS MEETING TO COMPLY WITH PLANNING OFFICER DEADLINES: NONE

113.3 PLANNING APPLICATIONS RECEIVED AFTER THE PUBLICATION OF THE AGENDA: NONE

113.4 PLANNING DECISIONS AND OBSERVATIONS: NONE

114/20 OTHER MATTERS

114.1 LAND AT ORCHARD CLOSE

The Chairman explained to council that the report on title was complex and Ashford's are waiting on responses from other parties before a full report could be completed for council to consider. Ashfords want to ensure that the council is aware of any responsibilities/conditions/obligations associated with this land and a report will only be sent for consideration when all the legalities are fully investigated. **NOTED**

114.2 FIRST AID TRAINING

Emergency First Aid Training course will take place on 24th March 2020 - 09:30am – 4.30pm at the Parish Room, Abbey Manor Community Centre. The following councillors have requested to take part: JS, JL, SH, RB, the clerks of YTC, YWPC and BPC will also be attending. There are 4 spaces still available. **NOTED**

114.3 COMMUNITY GOVERNANCE REVIEW – YTC letter dated 19 Dec 19

Members further consider YTC letter and the advice received from SALC and SLCC as shown below:

- **SALC** - There is no alternative to a CGR for any boundary change, to my knowledge – there is certainly nothing in the government guidance or the Local Government and Public Involvement in Health Act 2007 to support this view.
- **SLCC** – changes are by legal order only principal authority can complete, residents can petition a principal authority to complete a CGR.

RESOLVED the following response to be sent to YTC.

"The future of local government in Somerset is currently in discussion, along with possible collaborations between local authorities, the future picture is unclear and unknown.

Yeovil Without Parish Council feel that now is not the right time to discuss a Community Governance Review.

Therefore at this point in time Yeovil Without Parish Council is not interested in taking part in a Community Governance Review".

114.4 COMBE STREET LANE BUS SHELTER DAMAGE

Members noted that the replacement of the bus shelter is with YWPC insurance company and enquires of footfall with First Bus identified that the Mudford Road shelter was a time stop (bus is unable to leave until bus timetable time). The same bus stops at both bus stops and that the Mudford road shelter is more substantial shelter than the Combe Street Lane bus shelter that has been damaged and replaced 3 times in the last 12 years.

RESOLVED not to erect a bus shelter in the same location and consider a replacement shelter as and when a request from parishioner is received. Insurance funds to be ring fenced for 1 year and moved to general street furniture reserves if no request for replacement is received.

114.5 ANNUAL RISK ASSESSMENT

Members are asked to review YWPC risk assessment. Any comments or new risks identified are to be sent to the Clerk by 9th March 2020.

114.6 2020-2021 MEETING DATES

RESOLVED: that the schedule of meetings is adopted as shown below.

DATE	TIME	VENUE
Wed 15 th Apr 20 – Annual Parish Mtg	7.00pm	Primrose Lane Primary
Wed 15 th Apr 20 - On conclusion of the Annual Parish Mtg		Primrose Lane Primary
Wed 20 th May 20 – Annual Parish Council Mtg	7.00pm	Primrose Lane Primary
Wed 17 th June 20	7.00pm	Primrose Lane Primary
Wed 15 th July 20	7.00pm	Primrose Lane Primary
Wed 16 th Sep 20	7.00pm	Primrose Lane Primary
Wed 21 st Oct 20	7.00pm	Primrose Lane Primary
Wed 18 th Nov 20	7.00pm	Primrose Lane Primary
Wed 16 th Dec 20	7.00pm	Primrose Lane Primary
Wed 20 th Jan 21	7.00pm	Primrose Lane Primary
Wed 17 th Feb 21	7.00pm	Primrose Lane Primary
Wed 17 th Mar 21	7.00pm	Primrose Lane Primary
Wed 21 st Apr 21 – Annual Parish Mtg	7.00pm	Primrose Lane Primary
Wed 21 st Apr 21 – On conclusion of the Annual Parish Mtg		Primrose Lane Primary
Wed 19 th May 21 – Annual Parish Council Mtg	7.00pm	Primrose Lane Primary

114.7 MOTION 2 - 15/1/20 - RECORDING PARISH COUNCIL MEETINGS

Matter deferred until the next meeting – in the absence of proposer and written proposal

115/20 FINANCE

115.1 INCOME AND EXPENDITURE FEB 20 - NOTED

115.2 APPROVAL OF PAYMENTS

Scrutiny members had checked the invoices against the payments for February 2020. The balances of the bank accounts and the invoices for payment were correct. Payments presented were approved, cheque No's 2572– 2578 expenditure £3,473.58 details page 10.

115.3 ANNUAL DATA PROTECTION FEE, DIRECT DEBIT AUTHORISATION

RESOLVED (1) to approve a direct debit payment for the annual data protection fee (2) to sign the direct debit instruction (3) to note that by paying by direct debit there is an annual saving of £5 (DD £40, cheque payment £45).

115.4

115.5 WGAG 2.1 WESITE ACCESSIBILITY AND WEBSITE PROVIDER

RESOLVED (1) to approve the appointment of Parish Council Websites (2) to approve the total first year price of £877 (design, build and migration + 1 year's hosting) (2) to approve subsequent years costing of £228 (for annual hosting).(3) to note the biannual fee for domain name would continue on the same basis after permission for transfer is completed by the parish council

115.6 QUARTERLY BANK RECONCILIATION AND 2019 - 2020 BUDGET REVIEW

The Chairman signed the quarterly bank reconciliation; no comments were made on the third quarter budget review. 2019/2020 budget and expenditure to date page 7.

115.7 VE DAY CELEBRATIONS

RESOLVED (1) to approve a maximum of £1,000 expenditure for the promotion and engagement of YWPC at the VE Day Celebration event. (2) to delegate material/product select to the Chairman and the Clerk

115.8 CONCLUSION OF WATER USAGE – FARM BUSINESS TENANCY
Members noted that the review of water bills were in tolerance of the criteria set in minute 62.2 (18th Sep 19) and that the matter was settled.

GRIT BINS

RESOLVED (1) to approve the expenditure of approx. £270 for the purchase of 3 grit bins, hasp, staple and 3 combination padlocks for Wyndham Park Estate.

116/20 CORRESPONDENCE

116.1 SSDC – FUTURE OF LOCAL GOVERNMENT dated 27th Jan 20

Members agreed to accept Leader of SSDC Val Keitch offer to attend a parish council meeting to give further information.

116.2 Any further correspondence received since preparation of the agenda which does not require a financial decision. NONE

117/20 OPPORTUNITY TO RAISE CIRCULATED ITEMS LISTED BELOW :NONE

	Subject	Date sent
a.	Unlocking Primrose Lane School	19/12/19
b.	Christmas Tree Recycling	19/12/19
c.	19/03242/OUT - Land North of Brimsmore, Tintinhull Road – officer & developer attendance	20/12/19
d.	Christmas Lights Competition Results	06/01/20
e.	SCC - Future of Local Government in Somerset – Next steps	08/01/20

118/20 QUESTIONS AND ITEMS ARISING AFTER THE PREPARATION OF THIS AGENDA, SUCH MATTERS ARE FOR NOTING OR DEFERRAL TO A FUTURE MEETING

119/20 NEXT MEETING: WEDNESDAY 19th Feb 2020 commencing at 7pm at Primrose Lane Primary School.

Chairman

113.1 CONT. PLANNING APPLICATIONS RECEIVED FOR CONSIDERATION:

YWPC PLANNING RESPONSE:

APPLICATION NUMBER: 19/03242/OUT

Proposal: Outline application for the erection of up to 185 dwellings with public open space, landscaping, sustainable drainage system, and vehicular access point. All matters reserved except for means of access.

Location: Land North of Brimsmore Tintinhull Road Yeovil Somerset

The above planning application was discussed at the parish council meeting held on 15th January 2020. YWPC recommendation and comments are shown below:

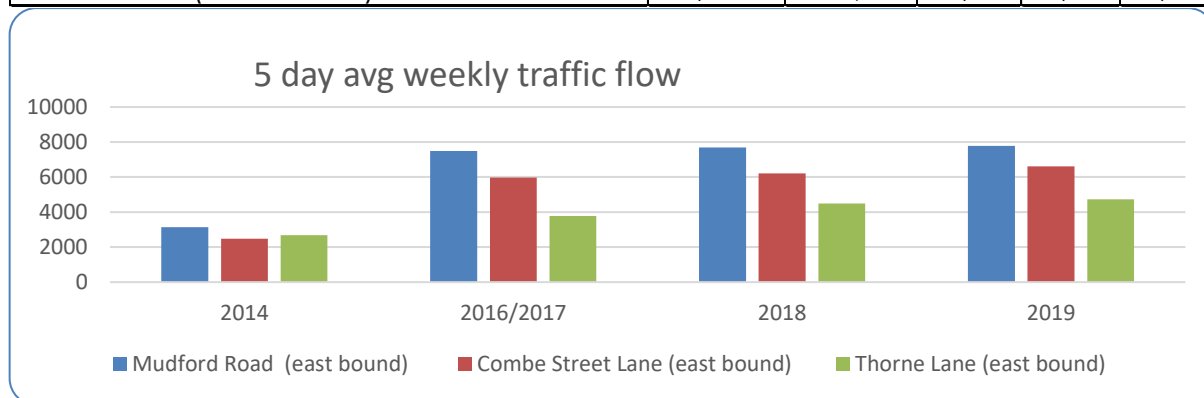
RECOMMENATION: REFUSAL - the application is detrimental to the parish of Yeovil Without and its residents and considered premature.

TRAFFIC

The roads that surround this proposed development are already above capacity at peak times. The road network to the North of Yeovil (Thorne Lane/Combe Street Lane/Mudford Road) has seen significant increases in traffic since the commencement of the Key Sites. Thorne Lane has seen a 56.6% increase in traffic volumes since 2014, however the full impact on the roads surrounding this proposed development is yet to materialise, with only 1 site (Lyde) that is built out. Whilst there are road improvements associated with the Brimsmore Development these are not imminent.

Fig 1 – Traffic volumes recorded by YWPC speed indicator device

SPEED INDICATOR RESULTS RECORD	AVG. DAILY COUNT		AM PEAK 5 DAY		AM PEAK 7 DAY		PERIOD		
	5 Day	7 Day	8:00 to 9:00	5:00 to 6:00	8:00 to 9:00	5:00 to 6:00	FROM	TO	
LOCATION									
Combe Street Lane (east bound) (SCC SID)	2,479	2,376					26/02/14	04/03/14	
Combe Street Lane (east bound)	5,981	5,732	398	489	363	450	06/04/2017 07:15	19/04/2017 16:05	
Combe Street Lane (east bound)	6,204	5,755	666	605	531	525	08/11/2018 09:40	21/11/2018 10:20	
Combe Street Lane (east bound)	6,613	5,713	635	623	512	525	13/09/2018 08:05	21/09/2019 08:00	
Thorne Lane (east bound) (SCC SID)	2,683	2,479					06/01/2014	12/01/2014	
Thorne Lane (east bound)	3,770	3,482	201	366	163	312	23/12/2016 08:40	09/01/2017 08:35	
Thorne Lane (east bound)	4,497	4,177	394	412	317	361	25/10/2018 08:55	07/11/2018 10:20	
Thorne Lane (east bound)	4,733	4,419	460	456	360	401	29/08/2019 08:50	11/09/2019 07:15	
Mudford Road (east bound)	3139	3089					17/03/2014	23/04/2014	
Mudford Road near Lyde Road (east bound)	7,489	7,101	581	734	463	657	26/01/2017 09:20	08/02/2017 08:55	
Mudford Road (east bound)	7,697	6,465	505	760	421	630	30/04/2018 10:25	06/05/2018 07:55	
Mudford Road (west bound)	7,778	6,780	576	775	478	642	26/09/2019 08:30	07/10/2019 22:15	
	5 day Avg weekly traffic flow								
			2014	2016/2017	2018	2019	Increase	% inc.	
Mudford Road (east bound)			3139	7,489	7,697	7,778	4,639	40.36%	
Combe Street Lane (east bound)			2,479	5,981	6,204	6,613	4,134	37.49%	
Thorne Lane (east bound)			2,683	3,770	4,497	4,733	2,050	56.69%	



PROPOSED VEHICULAR ACCESS

The proposed access to the development is via a priority giveway junction from Tintinhull Road/Coppits Hill Lane. This proposed access negates the Brimsmore Developments agreed S106 Highways table of works element 3 (fig 2) and effectively has the potential to create a “rat run” to the A37.

Fig 2: Brimsmore Development S106 agreement signed 7th August 2007 – Table A - Highways Works Element 3

Element 3	(a) The implementation of physical measures at the junction of Coppits Hill Lane with the A37
Associated Works	(T) to prevent motorised vehicles from egressing from Coppits Hill Lane onto the A37 and the provision of a passing bay within the existing public highway towards the south end of Coppits Hill Lane (S); and,

BRISMORE KEY SITE DEVELOPMENT

The Brismore Development overall proposal increased from 830 to 975 is supported by the original assessment made by the Inspector at the Local Plan Inquiry that considered this as a key site.

a) Approved under 11/00361/REM (2012) and 16/00978REM (2016) 298 b) Less 31 plots not built under a) 262 c) Add 642 plots proposed by current REM 17/04400 904 d) Reduction of 2 dwellings in amendment letter 3 May 2018 902 e) Add projected 73 plots subject to possible future application 975

The proposed development is being shoe horned into an area that is adjacent to a key site of 975 dwelling houses and associated infrastructure. However this proposed development has no infrastructure of its own and is dependent on the infrastructure that will eventually exist on the Brismore Development. Constructing these 185 dwellings prior to the completion of the Brismore Key Site does not give the opportunity to assess the impact of the approved Brismore Key Site on the surrounding environment and it is considered that this application is premature. This proposed development is additional housing squeezed into an already high density area and is disproportionate to areas in the South of Yeovil.

SURFACE WATER DRAINAGE

Coppits Hill has inadequate surface water containment and that in times of heavy rainfall water can be seen to run along the road inches deep. It appears that Coppits Hill is the drainage catchment for surface water for the area. With the eventual development of 975 dwellings adjacent to this proposal, the topography of the land and natural spring that exists, along with the likely increase of rainfall due to climate change and increased frequency of flash flooding. It is considered that this proposed development requires further evaluation.

ECOLOGY

The proposal will have a detrimental effect on the flora fauna and wild life, several protected species exist, and are on red and amber lists; Marsh Harrier, nesting Buzzards, Greater Spotted Woodpecker, Wrens, Owls, free roaming Deer, Badgers, Bats, and small vertebrae. Development of this area may destroy wildlife and possibly force animals closer to the A37, thus creating an accident hazard.

ARCHAEOLOGY

This site has close proximity to the Fosse Way and is likely to have archaeological remains, a full archaeological evaluation should be completed prior to planning permission being granted.

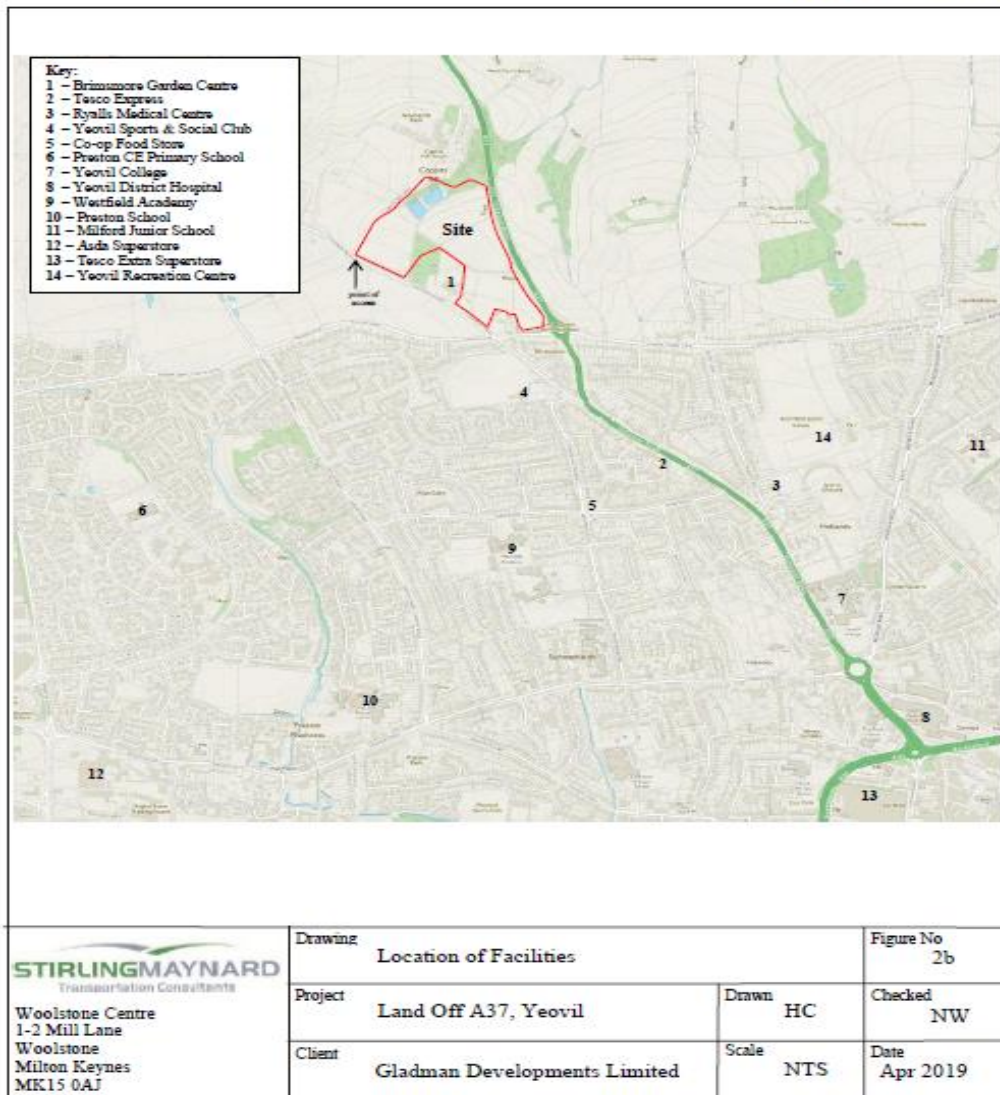
AIR/NOISE POLLUTION

Increased noise and air pollution would have a detrimental effect to the area, air pollution could have a direct effect on Brismore House (grade 2 listed building) and should be protected. Increase in emissions at a time when a climate emergency has been declared, it is felt that encouraging further noise and air pollution in this area is not something that should be encouraged without accessing what impact the already approved 975 dwelling houses will have.

ACCESS, MOVEMENT AND FACILITIES

The Travel Assessment report submitted with this proposed development has little regard to the reality of the area and suggests that many services and facilities are in short walking distances of the development. The design and access statement refer to local shops, two small local supermarkets, Preston C of E primary school, Westfield Academy and Yeovil College all being within a 15 minute walking distance.

Map below is page 15 from the Travel Assessment showing these facilities, of these 1, 4 & 2 are within 15 minutes, Preston Primary School (10) is in the region of 25 – 30 mins (adult). This is not an easy walk for a young child, the crossing of numerous roads and the topography of the area does not make this site conducive for walking and likely to increase the number of traffic movements associated with this proposed development



Reports are completed by companies that do not know the area and on paper may look like journeys by various means are simple. In reality travelling by car in Yeovil from one side to the other can take 30 mins and traffic at peak times is usually at a standstill. These current traffic conditions are what is experienced now and is not before all of the approved additional dwellings have been built.

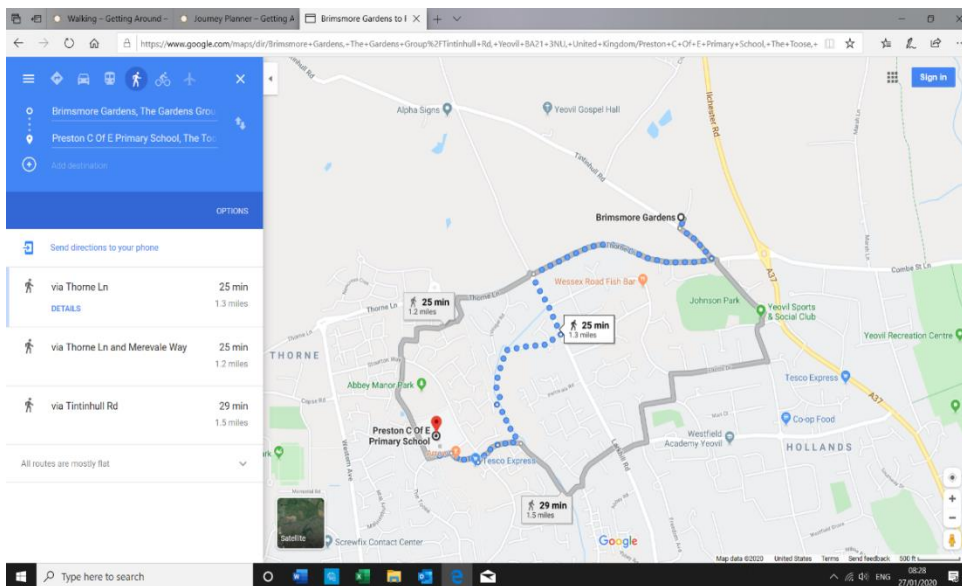
5.1 Walk

Walk is usually considered an important mode for trips up to two kilometres in length (as confirmed in Manual for Streets Section 4.4 – The Walkable Neighbourhood) and the two kilometre crow-fly catchment is shown on the Figure 2a overleaf. Although a crow-fly distance, it is clear a significant area on the northern side of Yeovil is within this catchment. This means that a range of facilities are within walking distance of the site for most residents. Key facilities in the area include (the list is not exhaustive):

1. Brismore Garden Centre, Tintinhull Road (240 m from access)
2. Tesco Express, Irchester Road (A37) (1050 m)
3. Ryalls Medical Centre, Marsh Lane (1360 m)
4. Yeovil Sports & Social Club, Johnson Park, Coronation Avenue (690 m)
5. Co-op Food Store, Stilby Road (1090 m)
6. Preston Church of England Primary School, Stourton Way (2180 m)
7. Yeovill College, Mudford Road (1350 m)
8. Yeovil District Hospital, Higher Kingston (2200 m)
9. **Westfield Academy, Tolpits Lane (1190 m)**
10. Preston School, Monks Dale (2290 m)
11. Milford Junior School, Glenhome Avenue (2100 m)
12. Asda Superstore, Preston Road (3000 m)
13. Tesco Extra Superstore, Queensway (2700 m)
14. Yeovil Recreation Centre (1550 m)

Had the report writer known this area, they may have been able to pick up the error on **page 13 of the Traffic Assessment shown above**. Westfield Academy is located on Stilby Road, and not Tolpits Lane which is in Watford!

Fig Below: walk from Brismore Garden Centre to Preston Primary School



Currently the walk from the existing Garden Centre to Preston Primary is shown as at least 25 mins and this does not allow leaving from the proposed development. Therefore impossible to be within the 15 minute walking window as suggested with the travel reports.

115.2 CONT. INCOME AND EXPENDITURE JAN 20 detailed below

YWPC - INCOME AND EXPENDITURE TRANSACTIONS - 15th January 2020

balance b/f from 18/12/19			£	157,193.99			* VAT Payments
INCOME		A/C		Ch. No.	EXPENDITURE		
Interest	£	19.54	Reserve	2572	Primrose Lane Primary School (Youth Club call out)	£	35.00
Wayleave	£	11.92	Reserve	2573	Viking Direct	£	56.70 *
				2574	SLCC	£	202.00
				2575	Mendip YMCA	£	534.57
				Petty Cash	Christmas lights 3rd prize	£	20.00
					Clerks Emolument (inc Christmas light 1st prize)	£	150.82
				2576		£	
				2577	PAYE	£	487.38 *
				2578	GeoXphere Ltd (parish online)	£	360.00
				DD	NEST (Jan)	£	127.11
				SO	Democratic Services 25/1/20	£	1,500.00
TOTAL RECEIPTS RECEIVED	£	31.46					
Account Totals after deposits						£	3,473.58
Current Account	£	500.00			Current Account	£	500.00
Business Reserve	£	95,960.14			Business Reserve	£	92,506.56
Nationwide	£	60,734.31			Nationwide	£	60,734.31
Petty Cash	£	31.00			Petty Cash	£	11.00
Total b/f plus receipts	£	157,225.45			General Fund Balance c/f to Feb 20	£	153,751.87

YEOVIL WITHOUT PARISH COUNCIL CAPITAL AND GENERAL RESERVES 15th January 2020

CAPITAL AND GENERAL RESERVES			EARMARKED RESERVES as per 2019/2020 BUDGET		
	18/12/19	15/01/20			
Nat West Current Account	£ 500.00	£ 500.00	Elections (4 wards)	£	3,000
Nat West Business Reserve	£ 95,928.68	£ 92,506.56	Gratuity	£	1,820
Nationwide	£ 60,734.31	£ 60,734.31	Wyndham Park	£	13,384
Petty Cash	£ 31.00	£ 11.00	Brimsmore Key Site	£	377
TOTAL FUNDS	£ 157,193.99	£ 153,751.87	5 year plan - Year 1 & 2 outstanding	£	5,342
Outstanding Commitments	£ -	£ -	Fiveways School Trust	£	650
Earmarked Reserves	£ 24,573.20	£ 24,573.20	TOTAL	£	24,573
BALANCE	£ 132,620.79	£ 129,178.67	RESERVES		
			Capital Reserves	£	48,241
			General Reserves	£	105,511
			CREMATORIUM RESERVES	As at 31/3/19	
			Crematorium reserve & cremator reserve	£	387,805

115.5 CONT. 2020/2021 BUDGET detailed below

YWPC - EXPENDITURE	2020/2021
ITEM	BUDGET
STAFF COSTS	31,123
ADVICE/LEGAL ADVICE	1,000
OFFICE EXPENSES	950
MEETING ROOM	150
INSURANCES	1,300
SUBSCRIPTIONS	1,500
OFFICE EQUIPMENT	500
TRAINING/CONFERENCES	1,000
AUDIT CHARGES	1,000
ELECTIONS	5,500
WEBSITE/COMMUNICATION	1,000
GRANTS - SMALL PROJECTS	4,650
GRANTS - LARGE PROJECTS	2,000
WP COMMUNITY HUB	5,000
PARISH IMPROVEMENTS	63,032
CEMETERY DEFICIT	20,093
ALLOTMENTS (water & rubbish removal)	1,236
JOHNSON PARK (Inspections)	800
JOHNSON PARK (Maintenance)	2,000
Street Furniture maintenance	1,000
PARISH RANGER (less management of allotments)	12,100
Westland Leisure Complex (17/18)	8,500
HIGHWAY SAFETY	800
YOUTH SERVICES	8,000
CONTINGENCIES	10,000
LAND AT YEOVIL MARSH (EQUIPMENT)	5,000
VE Celebrations	2,000
VAT	7,000
Total	198,234