



Yeovil Town Council

**Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ**

Phone 01935 382424

Fax 01935 382429

E-mail alan.tawse@southsomerset.gov.uk

The Meeting... **Buildings and Civic Matters Committee**

The Time... **7.00pm**

The Date... **Tuesday 22 July 2008**

The Place... **Town House, 19 Union Street, Yeovil**

The Committee will be discussing all the items listed overleaf

If you need this information in large print, Braille, audio or another language, please ring 01935 382424



QUALITY
TOWN
COUNCIL

Alan Tawse

Alan Tawse

Town Clerk

15 July 2008

Please contact Sally Bing at the Town House for more information about this meeting

Buildings and Civic Matters Committee

To: All Members of the Buildings and Civic
Matters Committee

J Vincent Chainey

Philip Chandler (Ex-officio)

John Cruddas

Clive Davis

Bridget Dollard (Chairman)

Tony Fife

Dave Gooding

Pete Goodman

Peter Gubbins

John Hann

Steve Hawker (Vice-Chairman)

Andrew Kendall

Tony Lock

Wes Read (Ex-officio)

A G E N D A

PUBLIC COMMENT (15 minutes)

1. **MINUTES**

To approve the Minutes of the meetings held on 13 and 20 May 2008

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

5. **LOWER MIDDLE STREET PARKING AND LOADING RESTRICTIONS**

To consider the attached report by the Area Traffic Engineer (page 3)

6. **PUSH BUTTON PEDESTRIAN CROSSING AT THE BOTTOM OF FOREST HILL**

To consider the attached letter from Somerset Highways (page 4)

7. **STREET NAMING AND NUMBERING: NEW DEVELOPMENT OFF ST JOHN'S ROAD**

To consider the attached letter from South Somerset District Council (pages 5 to 6)

8. **STOPPING UP OF HIGHWAY AT LOWTHER ROAD, YEOVIL**

To consider the attached letter from the Department of Transport (pages 7 to 11).

9. **WYNDHAM STREET PARKING**

To consider the report by the Area Traffic Engineer attached at page 12.

10. **FINANCIAL STATEMENT - PERIOD 1 APRIL TO 31 MAY 2008**

To consider the Financial Statement for the period 1 April to 31 May 2008 (attached at pages 13 to 20).

11. **WAR MEMORIAL**

To consider the attached report of the Town Clerk (page 21).

PUBLIC COMMENT (15 Minutes)

EXCLUSION OF PRESS AND PUBLIC

The Committee will be requested to pass a resolution excluding the press and public from the remainder of the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

12. **WAR MEMORIAL**

To consider the verbal report of the Town Clerk.

LOWER MIDDLE STREET – PARKING AND LOADING RESTRICTIONS

Regarding the area of limited waiting on the north west side of lower Middle Street, the necessary signing alterations have very recently been made and the traffic order will now be brought into effect.

As agreed at the last meeting of the Buildings and Civic Matters Committee, I have written to the proprietor of The Viceroy who represents the other traders in Middle Street explaining the revised proposal for a loading ban between 11.00am and 6.00pm on the south east side of the road. However a response has not yet been received.

The Committee is **RECOMMENDED** to note the matter and consider supporting the loading ban on the south east side of the road between 11.00am and 6.00pm subject to no objections being received from local traders within two weeks of the date of the meeting.

(Colin Fletcher, Area Traffic Engineer, Somerset Highways)

Sally please report to next BCM letter
Meet

Somerset Highways
South Somerset Area
Houndstone Business Park
Mead Avenue
Yeovil
Somerset
BA22 8RT

Yeovil Town Council
File No: BCM/001



RECEIVED 30 JUN 2008

Sally Bing, Assistant Town Clerk
Yeovil Town Council
Town House
19 Union Street
Yeovil
Somerset BA20 1PQ

please ask for
Colin Fletcher

e-mail
southsomhighways@somer
set.gov.uk

my reference
CF/IJM/5.120
221224/224446

your reference
25 June 2008

Dear Sally

REQUEST FOR A PEDESTRIAN CROSSING AT FOREST HILL, YEOVIL

Thank you for your letter dated 11 June 2008.

As far as I can see, unless a crossing facility can be provided as part of a development, and this seems unlikely, the only action I can take is to refer this request for consideration and assessment through the Local Transport Plan team.

I am therefore sending a copy of your letter and enclosures to Martin Hills, the LTP Implementation Manager.

Yours sincerely

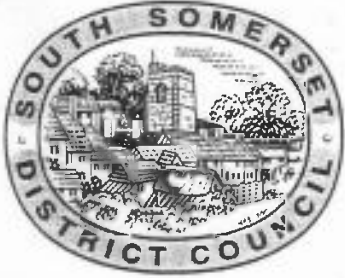
Colin Fletcher
Area Traffic Engineer
South Somerset Area

cc. Martin Hills, LTP Implementation Manager

For all Roads and Transport Information
Tel. 0845 345 9155
Fax: 01935 845845

ATKINS





South Somerset District Council

Engineering & Property Services Group
The Council Offices, Brympton Way, Yeovil, BA20 2HT
Tel: (01935) 462462 Fax: (01935) 462188 Website: www.southsomerset.gov.uk

Brian Tufton
Engineering and Property
Services Manager



Mr A Tawse – clerk, Yeovil Town Council
The Town House
19 Union Street
Yeovil
BA20 1PQ

Yeovil Town Council

File No: BCM/009

Date: 3rd July 2008
Your Ref:
Our Ref: DJB/SNN
Ask For: Denise Barnes
Direct Line: (01935) 462053
e-mail: denise.barnes@southsomerset.gov.uk

RECEIVED 07 JUL 2008

Dear Mr Tawse

**Re: Street Naming and Numbering
New development off St Johns Road**

I refer to the above development with regard to naming. The developer has suggested the name of "The Manse" or something similar for the new access road. The Manse was the name of the property demolished to make way for this development.

This Council has no objections, as the names are in keeping with the area. I have been in contact with Royal Mail and they have no objection.

I would be grateful if you would ask your committee for their views and respond as soon as possible, with either agreement to the suggested name or some new suggested road names.

I enclose a draft plan for your information.

Should you require any further information or have any queries, please do not hesitate to contact me.

Yours sincerely

Miss Denise Barnes
Admin Assistant

Enc



| Block | Plot | Units | 1 bed | 2 bed | 3 bed | 4 bed | 5 bed | 6 bed | 7 bed | 8 bed | Total |
|-------|------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| A | 4 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 20 |
| B | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 20 |
| C | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 20 |
| D | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 20 |
| E | 1 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 20 |
| Total | 0 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 200 |

- Plot 4 (A) plot house 4 E see also L of Plot 4 for proposed site.
- Plot 2 (B) plot house 2 E see also L of Plot 2 for proposed site.
- Plot 1 (C) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (D) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (E) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (F) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (G) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (H) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (I) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (J) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (K) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (L) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (M) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (N) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (O) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (P) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (Q) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (R) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (S) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (T) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (U) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (V) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (W) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (X) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (Y) plot house 1 E see also L of Plot 1 for proposed site.
- Plot 1 (Z) plot house 1 E see also L of Plot 1 for proposed site.

DRAWING LIST (Refer to drawing register for latest issues)

- Block A, plots 16-25
Floor Plans - Drawings 2324 / 27-32
Elevations - Drawing 2324 / 37
- Block B, plots 10-17
Floor Plans - Drawings 2324 / 16-26
Elevations - Drawing 2324 / 35
- Block C, plots 6-9
Floor Plans - Drawings 2324 / 15-17
Elevations - Drawing 2324 / 35
- Block D, plots 5-7
Floor Plans - Drawings 2324 / 09-14
Elevations - Drawing 2324 / 34
- Block E, plots 1-4
Floor Plans - Drawings 2324 / 03-08
Elevations - Drawing 2324 / 33
- Cycle Storers for Blocks A & B
see Drawing 2324 / 39
- Bin Storers for Blocks A & B
see Drawing 2324 / 40
- Typical Garden - detail see Drawing 2324 / 41
- Spec Pool detail
see Drawing 2324 / Oct05

| ISSUE | REVISION | DATE |
|-------|--|------------|
| E | Finished floor level of block 11 lowered by 300mm from 77.60. Cycle store for bins removed. Gravel and concrete facing removed. Kiosk wall added. Footpaths to rear gardens added. | 05/06/2008 |
| D | Patios and shrubs bins added to houses. | 14/05/2008 |
| C | Water supply and proposed landscaping area added. Clusters of trees added. | 08/05/2008 |
| B | Proposed finished floor levels shown. | 22/04/2008 |
| A | Actual building footprints shown. Cycle R bins, bin storers, hot water pipes and 3/1/1 block inlet pipes shown. | 09/04/2008 |

COMPASS
Architectural Consultants Ltd

Greenway House, 1995, 19 Greenway, Northbrook, Yeovil, Somerset, Dorset Street, 407
Phone: 01202 541225, Fax: 01202 540855, E-mail: compass@compas.co.uk

PROJECT
**St. Johns Road, Site P,
Northbrook, Yeovil**

TITLE
SITE PLAN

scale date drawn dng. no. rev.
1:1000 07/06/08 2324 / 01 E



Department for
Transport

Yeovil Town Council
Town House
19 Union Street
Yeovil
Somerset
BA201PQ

Yeovil Town Council
File No:

RECEIVED 13 JUN 2008

National Transport Casework Team
Citygate
Gallowgate
Newcastle upon Tyne
NE1 4WH

Switchboard: 0191 201 3300
Direct line: 0191 202 2204
Fax: 0191 202 3744
www.go-ne.gov.uk

Your Ref:

Our Ref: NATTRAN/SW/S247/07

Date: 11 June 2008

Email: mark.gray@gone.gsi.gov.uk

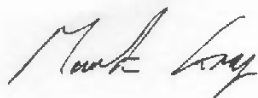
Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990 – SECTION 247
APPLICATION FOR PROPOSED STOPPING UP OF HIGHWAY AT LOWTHER ROAD,
YEOVIL, SOMERSET**

Please find enclosed a copy of a draft order proposed under the provisions of the above Act together with a copy of the related plan.

I should be pleased to receive any comments you may have on the proposals before the end of the 28 day objection period specified in the public notice, a copy of which is also enclosed.

Yours faithfully

by 24 July


Mark Gray
National Transport Casework Team

Encs:

Note: From 1 April 2008 new applications for Orders under Section 247 of the Town and Country Planning Act 1990 will now be handled by the National Transport Casework Team in Newcastle.

Where in future you receive service of Notice of Orders from this office, any response should be sent to the address given at the head of this letter.

Government Office South West is to continue to deal with their existing applications and any response to their correspondence should continue to be directed to them.

DEPARTMENT FOR TRANSPORT

TOWN AND COUNTRY PLANNING ACT 1990

THE SECRETARY OF STATE hereby gives notice that she proposes to make an Order under section 247 of the above Act to authorise the stopping up of an eastern and western part width of the cul-de-sac Lowther Road in Yeovil in the District of South Somerset.

IF THE ORDER IS MADE, the stopping up will be authorised only in order to enable the development described in the Schedule to this notice to be carried out in accordance with the planning permission granted to South Somerset Homes by the Secretary of State for Communities and Local Government on 5 July 2007 under reference 06/02335/FUL (and Appeal Ref: APP/R3325/A/07/2038342).

COPIES OF THE DRAFT ORDER AND RELEVANT PLAN MAY BE INSPECTED at all reasonable hours during 28 days commencing on 26 June 2008 at The Library, King George Street, Yeovil, Somerset, BA20 1PY and may be obtained free of charge from the Secretary of State at the offices of the Department for Transport (quoting reference NATTRAN/SW/S247/07) at the address stated below.

ANY PERSON MAY OBJECT to the making of the proposed order within the period of 28 days commencing on 26 June 2008 by notice to the Secretary of State, quoting the above reference, addressed to the National Transport Casework Team, Government Office for the North East, Citygate, Gallowgate, Newcastle upon Tyne NE1 4WH.

In preparing an objection it should be borne in mind that the substance of it may be imparted to other persons who may be affected by it and that those persons may wish to communicate with the objector about it.



ALAN WINDHAM
On behalf of the Department for Transport

THE SCHEDULE

Planning permission is granted for construction of twenty-nine residential units and demolition of existing structures, at Lowther Road, Yeovil, Somerset BA21 5PF.

THE TOWN AND COUNTRY PLANNING ACT 1990

THE STOPPING UP OF HIGHWAYS

(SOUTH WEST)

(NO.) ORDER 200

Made

200

The Secretary of State makes this Order in exercise of her powers under section 247 of the Town and Country Planning Act 1990 ("the Act"), and of all other powers enabling her in that behalf:-

1. The Secretary of State authorises the stopping up of the highways described in the Schedule to this Order and shown hatched black on the plan, in order to enable development to be carried out in accordance with the planning permission granted under Part III of the Act to South Somerset Homes by the Secretary of State for Communities and Local Government on 5 July 2007 under reference 06/02335/FUL (and Appeal Ref: APP/R3325/A/07/2038342).
2. No part of the said highway shall be stopped up pursuant to this Order until the Council certify to the developer that the provisions of article 3 (1) of this Order have been complied with.
3. (1) The developer shall to the reasonable satisfaction of the Council provide:-
 - (a) new highways which shall be roads along the routes shown by stipple on the plan; and
 - (b) improvement of Lowther Road over the length shown by cross hatching on the plan.
- (2) The new roads shall be highways which for the purposes of the Highways Act 1980 are highways maintainable at the public expense and the Council shall be the highway authority for it.
4. Where immediately before the date of this Order there is any apparatus of statutory undertakers under, in, on, over, along or across any highway authorised to be stopped up pursuant to this Order then, subject to section 261(4) of the Act, those undertakers shall have the same rights as respects that apparatus after that highway is stopped up as they had immediately beforehand.
5. In this Order -

| | |
|-----------------|---|
| "the Council" | means the Somerset County Council |
| "the developer" | means Yarlinton Homes (Wholly owned subsidiary of South Somerset Homes) |
| "the plan" | means the plan numbered |

NATTRAN/SW/S247/07, marked "Highways at Yeovil in the District of South Somerset", signed by authority of the Secretary of State and deposited at the Department for Transport, Deposit Document Service, F Floor, Ashdown House, St Leonards on Sea, Hastings, East Sussex, TN37 7GA.

6. This Order shall come into force on the date on which notice that it has been made is first published in accordance with section 252(10) of the Act, and may be cited as the Stopping Up of Highways (South West) (No.) Order 200.

Signed by authority of
the Secretary of State
200

JULIE HUME
An Official in the
National Transport Casework Team
Government Office for the North East

THE SCHEDULE




Description of highways to be stopped up

The highways to be stopped up are at Yeovil in the District of South Somerset and are more particularly delineated and shown hatched black on the plan and are:-

1. A western part width of Lowther Road commencing at its northern cul-de-sac termination point and extending in a southerly direction for a distance of 19 metres and having a maximum width of 16 metres (marked 1 on the site plan).
2. An eastern part width of Lowther Road, generally triangular area, commencing from a point 4 metres north of the southern boundary of No. 121 Lyde Road and extending in a southerly direction for 18 metres and having a maximum width of 3.5 metres (marked 2 on the site plan).

HIGHWAYS AT YEOVIL IN THE DISTRICT OF SOUTH SOMERSET



| | | | |
|-----------------------------|---|----------------------------------|---|
| Key | Scale 1: 500 | National Transport Casework Team | Signed by Authority of the Secretary of State |
| Highways to be Stopped up |  | Department for Transport | on.....2008 |
| Highway to be improved |  | Plan No: NATTRAN/SW/S247/07 | signature..... |
| New highways to be provided |  | 11 | JULIE HUME An Official in the National Transport Casework Team Government Office for the North East |

WYNDHAM STREET PARKING

At present Wyndham Street, between Lower Middle Street and Reckleford, is subject to No Waiting At Any Time on both sides of the road. Vehicles are frequently parked on the west side at the rear of the footpath which is not part of the public highway. There is a dropped kerb which allows access to this area. It may well be that it is these vehicles that have attracted attention in the belief that they are in contravention of the restrictions.

The proposed Reckleford scheme which results in this becoming two way traffic means that traffic flows on Wyndham Street will be reduced substantially. It is therefore proposed that on the east side of Wyndham Street parking should be permitted and I have suggested that a time limit of one or two hours should be imposed. However this is yet to be decided and will be subject to consultation.

The Committee is **RECOMMENDED** to note the position.

(Colin Fletcher, Area Traffic Engineer, Somerset Highways)

WAR MEMORIAL

Earlier this month, the Town Clerk reported to the Town Council details of an incident of criminal damage that took place on Sunday 22 June to the Town's War Memorial in the Borough.

Members expressed their outrage at this incident, and the need to take all necessary steps to identify the culprit and to bring the person to justice – with a view to seeking a prosecution and the repayment of all the costs incurred by the Town Council in repairing the damage to the monument.

Subsequent to the meeting, the Town Clerk – in consultation with the relevant members - used the Emergency Procedure to offer a reward of £500 for information leading to the successful conviction of the person responsible for the damage.

The person pictured in the CCTV images that were posted on the Crimestoppers website has since been identified, and is due to appear at the Yeovil Magistrates Youth Court on Wednesday 16 July. The outcome of the hearing will be reported to the meeting.

The Town Clerk has provided a written statement to the Police outlining the incident and giving details of the damage and repair work required. He has also drawn attention to the Council's wish to seek a prosecution and the repayment of all the costs incurred by the Town Council in repairing the damage to the monument – in line with the Council's policy of endeavouring to recover the full costs from the person(s) responsible to avoid costs falling on local council taxpayers.

To date, these costs amount to £175 (exc VAT) in respect of a specialist company visiting the memorial shortly after the incident had taken place – to assess the damage and to produce a report outlining the repair work that was needed to restore the monument.

A number of specialist companies have been asked to submit quotations for undertaking the repair work. In line with usual practice, details of those received will be reported during the closed session of the meeting.

The Committee is **RECOMMENDED:**

- (1) to note the recent developments in this matter;
- (2) to receive the outcome of the Youth Court hearing on 16 July; and
- (3) to consider (in closed session) the quotations received in respect of the repair of the damage to the War Memorial and how these costs may be met.

(Alan Tawse, Town Clerk – 01935 382424)