



# 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](mailto:alan.tawse@southsomerset.gov.uk)

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

The Time... **7.00pm**

The Date... **Tuesday 20 May 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

14 May 2008

**Buildings and Civic Matters Committee**

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

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To:

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 18 March and 13 May 2008.

2. **APOLOGIES FOR ABSENCE**

3. **DECLARATIONS OF INTEREST**

4. **CORRESPONDENCE**

5. **PRESENTATION OF SPONSORSHIP CHEQUE TO YEOVIL TOWN BAND**

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

To consider the report of the Traffic Engineer (attached at page 3).

7. **PROPOSED PARKING RESTRICTION - WESTLAND ROAD, YEOVIL**

To consider the report of the Traffic Engineer (attached at pages 4 and 5).

8. **TRAFFIC MOVEMENT FROM LOWER MIDDLE STREET INTO WYNDHAM STREET**

To consider the report of the Traffic Engineer (attached at page 6).

9. **SEATON ROAD PARKING**

To consider the report of the Traffic Engineer (attached at pages 7 and 8)

10. **SUGGESTION OF A PUSH BUTTON PEDESTRIAN CROSSING AT THE BOTTOM OF FOREST HILL**

To consider the suggestion as set out in the report of the Assistant Town Clerk (attached at page 9).

11. **DROPPED CROSSINGS**

To consider the letter from Somerset Highways (attached at pages 10 and 11) and to consider additions and /or amendments to the list of dropped crossings registered with the Highways Authority.

12. **STREET NAMING AND NUMBERING: FOOTPATH FROM THORNE LANE TO PRESTON SCHOOL FIELD**

To consider the letter from South Somerset District Council Engineering Technician regarding the naming of a length of footpath (attached at pages 12 and 14).

The views of the Committee are requested.

13. **STREET NAMING AND NUMBERING: NEW DEVELOPMENT AT PRESTON GROVE**

To consider the letter from South Somerset District Council requesting suggestions for the naming of a new development \*indicated on plans attached at pages 15 and 17.

Jack Sweet, local historian, has been consulted and made the following suggestions: **Cooksons Orchard, Daniels Close, Rodburs Close.**

The Committee is requested to make a recommendation to the District Council.

14. **STOPPING UP OF LAND AT 122 PRESTON ROAD**

To consider the request as set out in the letter from Somerset County Council, attached at pages 18 and 19.

15. **SATURDAY CLOSURE OF MIDDLE STREET**

To consider the report by the Assistant Town Clerk, attached at page 20.

16. **AVON AND SOMERSET CONSTABULARY**

Ian Ross, PCSO will attend the meeting to discuss town centre traffic regulation enforcement.

17. **FINANCIAL STATEMENT FOR FEBRUARY AND MARCH 2008**

To consider the Financial Statement for the period February to March 2008. See attached Financial Statement at pages to 27.

**PUBLIC COMMENT** (15 Minutes)

## 6. LOWER MIDDLE STREET PARKING AND LOADING RESTRICTIONS

At the November 2007 meeting of the Buildings and Civic Matters Committee members considered a report regarding problems caused by unauthorised parking in lower Middle Street, Yeovil. The local police had expressed concern that this causes frequent queuing and long delays and that there was a need to restrict the times when loading and unloading is permitted. In addition the parking area for approximately five vehicles on the north west side of Middle Street required regulating.

After careful consideration it was agreed that the parking area should be made subject to a 30 minute limited waiting period with no return within one hour and apply 08.00am - 06.00pm Monday to Saturday. A Public Notice giving details was published in the Western Gazette on the 17th January 2008. No representations were received during the twenty-one day statutory objection period and therefore the traffic order has been sealed and the restriction will soon be brought into effect.

It had been suggested that a no loading restriction be introduced on the other areas of the street. Following results of consultation with local traders, at the March meeting of the Committee it was proposed that the no loading restriction be introduced on the south east side of lower Middle Street to relieve congestion during peak times only.

A letter will shortly be circulated to the traders detailing the revised proposal to introduce a loading ban to cover the peak periods 8.00am to 10.00am and 4.30pm to 6.30pm. When this alternative possibility was mentioned at the original meeting with the traders it did not raise any concerns and therefore I do not anticipate any objection. Subject to satisfactory consultations and the support of this Committee the required traffic order can be advertised.

Members are **RECOMMENDED** to note the current position and support the no loading ban during peak morning and afternoon hours subject to no objections received from traders or the police.

*Colin Fletcher, Area Traffic Engineer, Somerset Highways*

## 7. **PROPOSED PARKING RESTRICTION - WESTLAND ROAD, YEOVIL**

Following a complaint received from Westlands about parking on both sides of Westland Road, a site meeting with the local police and representatives from AgustaWestland took place and the matter was considered at the last meeting of the Buildings and Civic Matters Committee.

It was established that the vehicles belong mostly to Westlands staff who choose the convenience of parking in the road rather than the off-road car park provided for their specific use and suggested that parking should be prohibited at all times on the north side of Westland Road as indicated on the enclosed plan. This should resolve the access problems caused by parked vehicles and cause minimal inconvenience to the residents.

At the last meeting of the Buildings and Civic Matters Committee it was requested that visits to the road be made in the evenings to establish the impact the parking restriction would have on local residents.

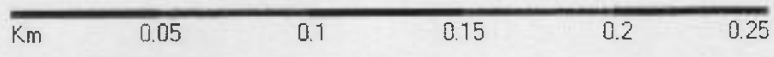
I have spoken to PCSO Tony Over who advises me that on the occasions he has had reason to be in Westland Road during the evening he has seen very few if any cars parked along the section of road concerned. It is highly unlikely that the proposed restrictions will adversely affect the residents and I therefore suggest that the necessary traffic order is now advertised.

The Committee is **RECOMMENDED** to note the problems and consider supporting the implementation of a prohibition of parking order on the north side of Westland Road from the entrance to Westlands site to the first junction with side road.

*Colin Fletcher. Area Traffic Engineer, Somerset Highways*



PROPOSED NO WAITING AT ANY TIME



8. **TRAFFIC MOVEMENT FROM LOWER MIDDLE STREET INTO WYNDHAM STREET**

At the last meeting of the Buildings and Civic Matters Committee a report was requested on the traffic movement from lower Middle Street into Wyndham Street.

Traffic signals are a specialised field of engineering dealt with by County Hall and Yeovil signals are linked and computer controlled. This means that the signal phasing is changed depending on demand which is all designed to maximise the use of a junction in terms of traffic movement and gives priority where necessary.

I am advised by the Project Manager working on the design of the Sherborne Road two-way traffic scheme that the need for these signals is being reviewed. The projected change in traffic flows suggests that these signals will no longer be required and a recommendation will be made on this in due course. At this stage there is little else that can be said and a further report will be made when more details are available.

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

*Colin Fletcher, Area Traffic Engineer, Somerset Highways*

9. **SEATON ROAD PARKING**

I have received a complaint from South West Coaches that any vehicle which is parked on the east side of Seaton Road very close to its junction with West Hendford makes it difficult for a large bus to turn. Removing one parking space should resolve the problem but it does mean amending an existing or making a new traffic order.

The Committee are requested to approve advertisement of the required order.

*Colin Fletcher, Area Traffic Engineer, Somerset Highways*



# Yeovil Town Council

Tel: 01935 382424 Fax: 01935 382429  
 19 Union Street, Yeovil BA20 1PQ

Junction - Seaton Road/West Hendford

SCALE: 1:1250      DATE: 14/05/2008

MAP FILE REFERENCE:  
 BCM/001/58



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10. **SUGGESTION OF A PUSH BUTTON PEDESTRIAN CROSSING AT THE BOTTOM OF FOREST HILL**

A suggestion has been made by Alan Smith that a push button pedestrian crossing be incorporated into the traffic lights at the bottom of Forest Hill. The crossing could be phased into the existing lights sequence and would make the pedestrian route to the proposed new play area at Yew Tree Park much safer for children accessing the site from that direction.

The views of the Committee are requested, and if supported, the Highways Authority will be approached to find out if a pedestrian crossing in this location would be possible.

*(Sally Bing, Assistant Town Clerk – 01935 382424)*

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



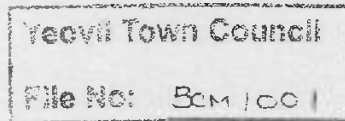
Mrs S Bing  
 Assistant Town Clerk  
 Yeovil Town Council  
 Town House  
 19 Union Street  
 Yeovil  
 Somerset BA20 1PQ

please ask for  
 Alex Munday

e-mail  
 southsomhighways@somer  
 set.gov.uk

my reference  
 AM/IJM/G20  
 209636/210490

your reference  
 16 April 2008



RECEIVED 18 APR 2008

Dear Sally

**DROPPED CROSSINGS**

I have been forwarded a letter that you sent to Mr Lowndes on the 5<sup>th</sup> March 2008 requesting a list of drop crossing requests that are outstanding within the Yeovil area.

Please see the table below:

Road Names	Number of crossings requested
Brimsmore crossroads	2
Marl Close	6
Combe St Lane	2
Forest Hill	1
Preston Road	1
Flushing Meadows	1
Blenheim Road	1
SSDC Car Park Audit	11
Hill Grove	Unknown
West Hendford	Unknown
Greenhill Road	Unknown
Meadow Road	Unknown

The roads shown 'unknown' are yet to be surveyed.

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

Works carried out in financial year 2005-2006	
Yeovil, Gainsborough Way	6
Yeovil, Runnymede Rd	6
Yeovil, Bucklers Mede	5
Yeovil, St Michael's Avenue	14
Yeovil, The Torre	1
Yeovil, Cavalier Way	7
S Som Disability Forum Programme	9
Carisbrook Gardens	4

I am leaving Somerset County Council on the 2<sup>nd</sup> May for a new role in North Somerset. If you require any further information please do not hesitate to contact my colleagues at the Yeovil Area Highways Office.

Yours sincerely

*A Munday*

Alex Munday  
**Engineering Technician**  
**South Somerset Area**

*Colles for next DCM like meet please.*



# South Somerset District Council

The Council Offices, Brympton Way, Yeovil, BA20 2HT  
Telephone: (01935) 462462 Fax: (01935) 462420  
Website: [www.southsomerset.gov.uk](http://www.southsomerset.gov.uk)

Brian Tufton  
Head of Service  
(Engineering & Property)



2010-2012  
Neighbourhood and  
Community Champions:  
The Role of Elected Members  
2006-2007  
Improving Rural Services  
Empowering Communities  
2005-2006  
Getting Closer to Communities

Mr. A. Tawse,  
The Town House,  
19 Union Street,  
Yeovil,  
Somerset BA20 1PQ

Date: 15<sup>th</sup>. April 2008  
Your Ref:  
My Ref:  
Ask for: Denise Stacey  
Direct line: (01935) 462052  
e-mail: [denise.Stacey@southsomerset.gov.uk](mailto:denise.Stacey@southsomerset.gov.uk)

RECEIVED 18 APR 2008

Dear Mr. Tawse,

**Re: Street Naming and Numbering: Brympton**

I have been approached by the Clerk to Brympton Parish Council regarding the naming of a length of footpath in Brympton.

Councillor Clive Lawrence who gave so much of his time and contributed greatly to the Larkhill Open Space Project recently passed away and Brympton Parish Council would like to formally recognise all his hard work by naming the stream path leading from Thorne Lane to Preston School Field "Lawrence Way" in his memory.

I have attached a plan showing the area and would be most grateful for your Council's comments as soon as possible.

Yours sincerely,

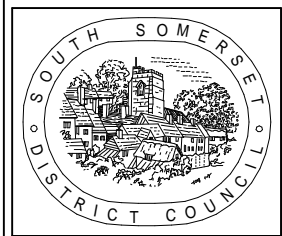
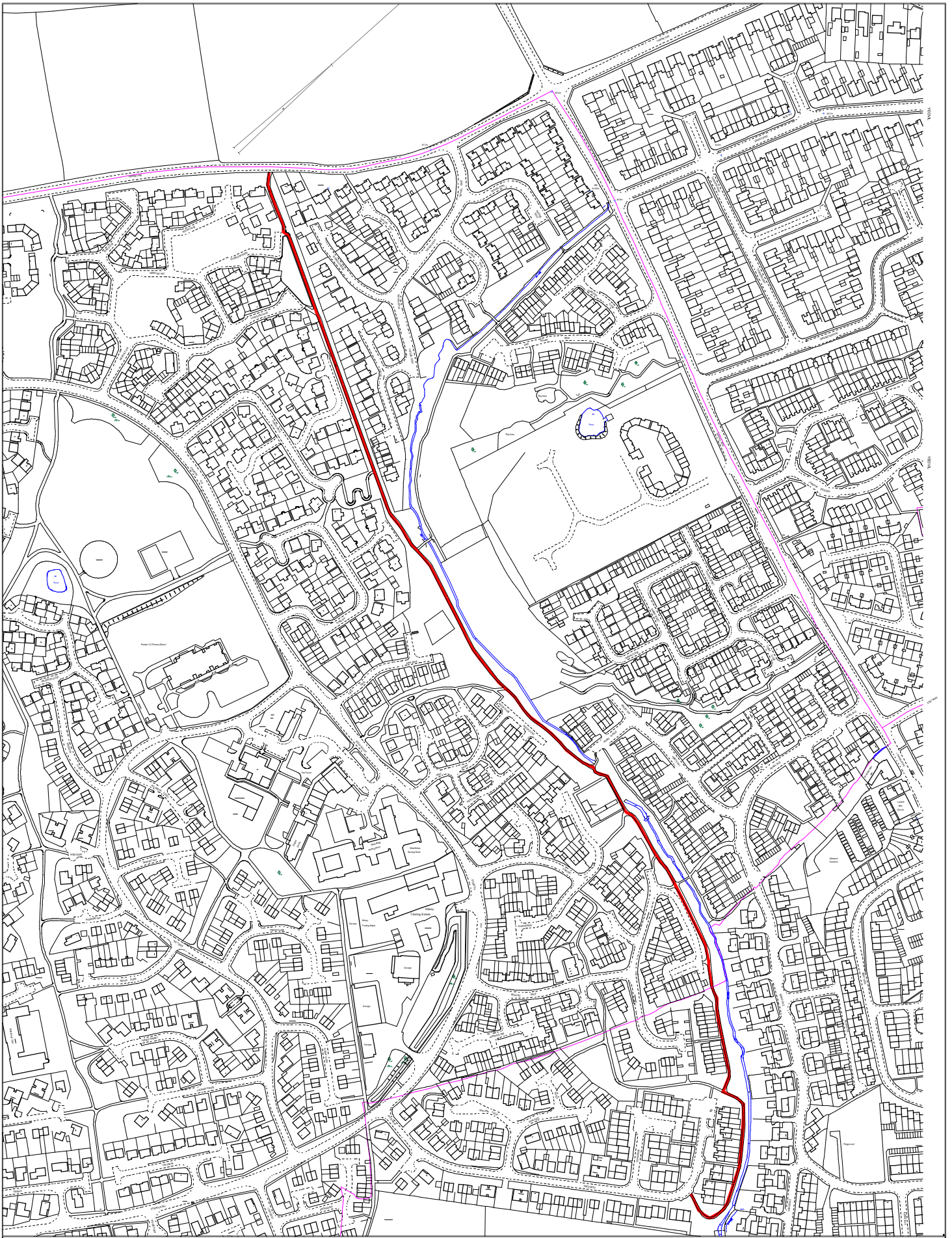
*Denise Stacey*

Denise Stacey  
Engineering Technician



If you need this information in large print, Braille, audio or another language, please contact me at the above address





### Naming of Path ('Lawrence Way') at Abbey Manor Park, Yeovil

SCALE: 1:5000

DRAWN BY:

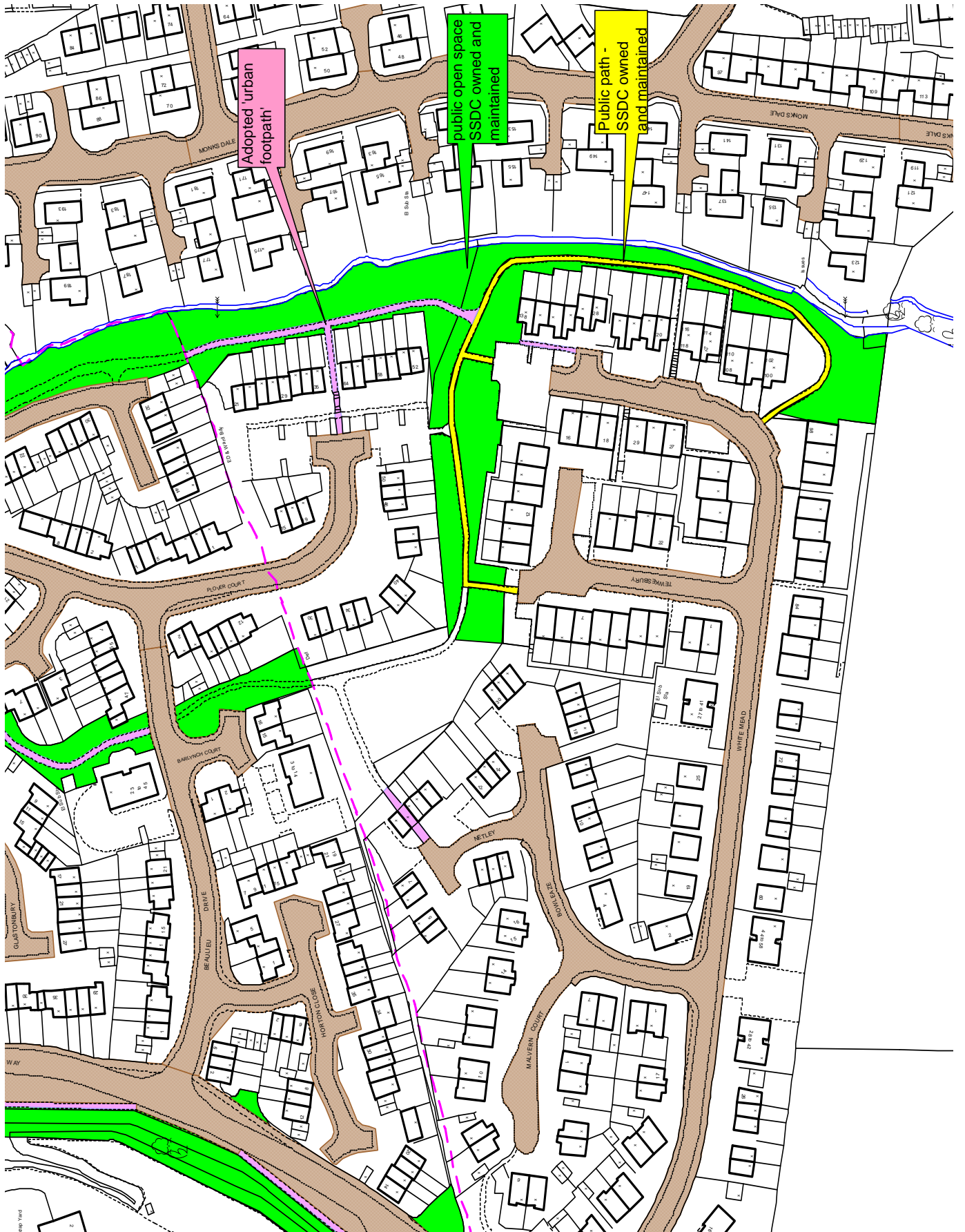
DATE 8th April 2008

Drawing No.

South Somerset District Council (Engineering & Property Services)  
The Council Offices, Brympton Way, Yeovil. BA20 2HT

**AMPPATH1**

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Adopted urban footprint

Public open space - SSDC owned and maintained

Public path - SSDC owned land maintained

*Address suggest of time with Jack meet to obtain*



# 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



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

**Yeovil Town Council**  
File No:

Date: 26<sup>th</sup> March 2008  
Your Ref:  
Our Ref: DJB/SNN  
Ask For: Denise Barnes  
Direct Line: (01935) 462053  
e-mail: denise.barnes@southsomerset.gov.uk

*suggest with*  
*refer to*  
*with*  
*DCM*  
*etc*

Dear Mr Tawse

RECEIVED 28 MAR 2008

**Re: Street Naming and Numbering  
New development off Preston Grove, Yeovil**

I refer to the above development with regard to naming. The developer has no suggestions for the new access road.

*for Denise*  
*then*  
*31/3*

I would be grateful if you would ask your committee for some suggested road names. I will check them with Royal Mail and then put them to the developers.

I enclose a copy plan for your information.

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

Yours faithfully

Miss Denise Barnes  
Admin Assistant

Enc



Recycled paper

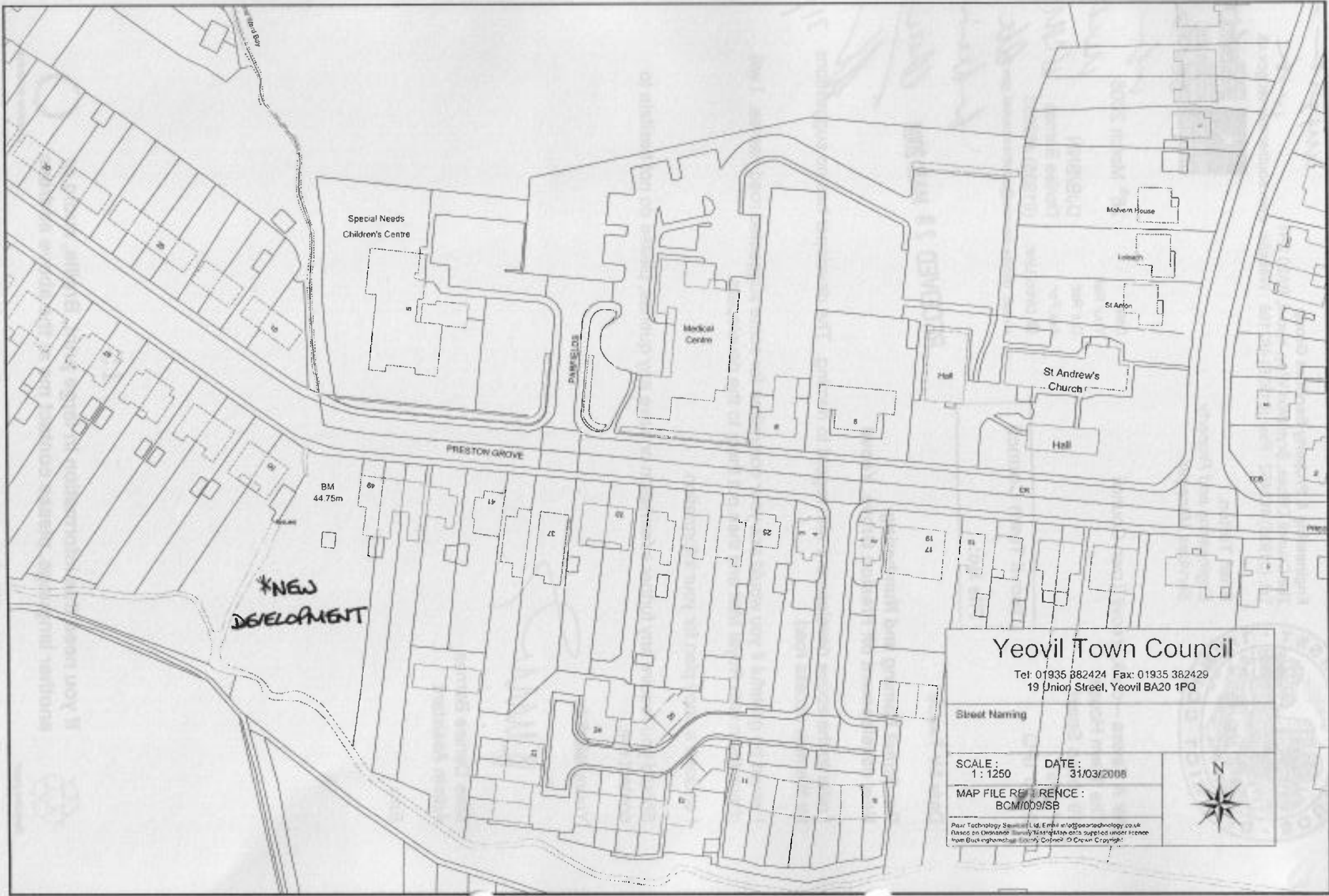
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INVESTOR IN PEOPLE

If you have hearing difficulties and have access to a Textphone call: (01935)462440

10



### Yeovil Town Council

Tel: 01935 382424 Fax: 01935 382429  
19 Union Street, Yeovil BA20 1PQ

Street Naming

SCALE :  
1 : 1250

DATE :  
31/03/2008

MAP FILE REFERENCE :  
BCM/009/SB



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**Legal Services**

County Hall  
Taunton  
Somerset  
TA1 4DY

DX 122470 Taunton 7

County Solicitor: David Cory

Please ask for: Nicola Townsend  
My ref: CON/LGL0024/192/NT/PJW  
Fax No: 01823 355060  
Direct Dial: 01823 356996  
Email: ntownsend@somerset.gov.uk

**SOMERSET**



County Council  
**Resources**

The Town Clerk  
Yeovil Town Council  
Town Hall  
19 Union Street  
YEOVIL  
Somerset BA20 1PQ

Your ref: **Yeovil Town Council**  
**File No: BCM/013**

13 May 2008

**RECORDED DELIVERY**

**RECEIVED 14 MAY 2008**

Dear Sir

**Proposed Stopping-Up Order  
Land at 122 Preston Road, Yeovil**

The County Council as Highway Authority intends making an application to the appropriate Magistrates' Court for an Order under Section 116 of the Highways Act 1980 to stop up an area of highway adjoining 122 Preston Road, Yeovil. The area of highway concerned is shown edged in red and hatched black on the attached plan.

In order to comply with the provisions of Section 116(3) of the Highways Act 1980, I now serve upon your Council formal notice of the County Council's intention of making this application. You have a period of two months from the date of this letter in which you can object to the making of this application.

Should your Council decide to object, I should be grateful to receive a copy of the appropriate Minute for my file.

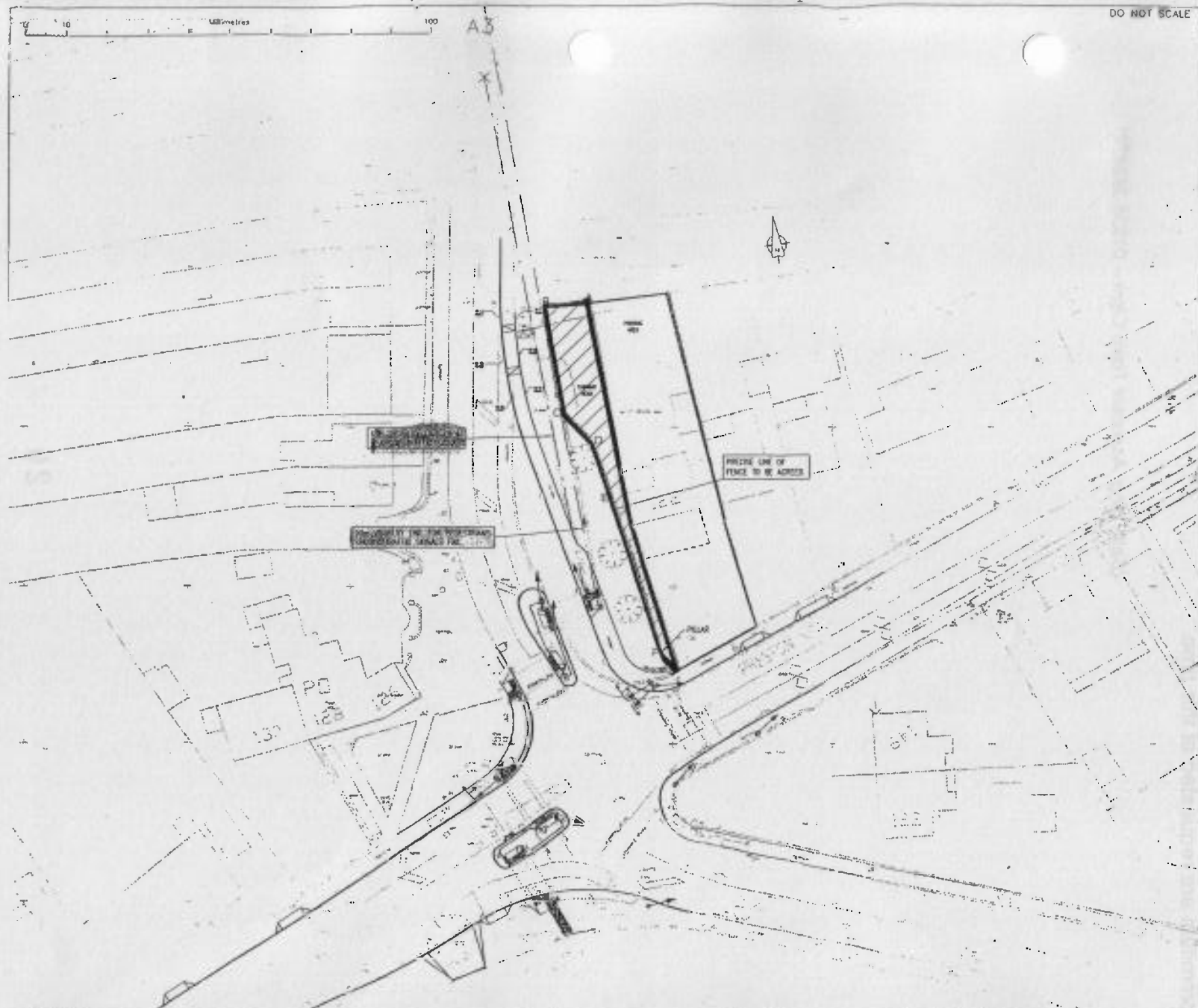
I have written in similar terms to The Chief Executive of South Somerset District Council and the Government Office for the North East.

I look forward to hearing from you.

Yours faithfully

for County Solicitor









DO NOT SCALE

### TYPE 2 FOOTWAY ACCESS CONSTRUCTION

20mm SURFACE COURSE - 6mm BS 576:190 open HARDSTONE (BS4987)  
50mm BINDER COURSE - 20mm BS 576:25 open (BS4987 PT1 PARA 6.5)

225mm SUB-BASE - TYPE 1

#### KEY

-  New Footway, Access/Turning Area/Parking Area construction Type 2.
-  New close boarded fence Ht 1.8m.
-  New double field gates (each 1.2m ht x 2.0m wide)
-  Existing public highway to be stopped up (subject to public consultation).

**DRAFT**



19

Rev	Description	By	Date	Checked	Approved	Purpose of Issue	Rev	Date	Approved	Checked

SOMERSET COUNTY COUNCIL

Project: PRESSION ROAD / LARKHILL ROAD *Footpath/Kyloping*  
YEOM

Site: ACCOMMODATION WORKS *Stopping up*  
122 PRESSION ROAD *Stopping up*

Scale: 1:500

Drawn U.A. Date 02/06	Checked M.B. Date 03/06	Approved G.P. Date 03/06	Drawing No. OPTION 2	Rev. X
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15. **SATURDAY CLOSURE OF MIDDLE STREET**

Following agreement and implementation by this Committee, the bollards were put in place and Middle Street from Bond Street to the triangle was closed to vehicles for the first time on Saturday 26 April. A wedding took place at the Methodist Church on the same day and arrangements were put in place to remove the bollards for a short time to allow access for the lead wedding car.

Middle Street benefited from the absence of vehicles and the pedestrianisation of the street on Saturdays has been a success so far.

A review of the road closure will take place after six months and the views of the Committee are requested at this time.

*(Sally Bing, Assistant Town Clerk – 01935 382424)*