



# Yeovil Town Council

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## Planning and Licensing Committee

The Meeting... **Planning and Licensing Committee**

The Time... **7.00pm**

The Date... **Monday 14 July 2014**

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

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



*Alan Tawse*

Alan Tawse  
Town Clerk

08 July 2014

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

To: All Members of the Planning and Licensing Committee

Kris Castle

Philip Chandler (Vice-Chairman)

David Dollard

Andrew Kendall

Mike Lock (Ex-officio)

Manny Roper

Darren Shutler (Chairman) (Ex-officio)

## **Equality Act 2010**

The *general* public sector equality duty places an obligation on a wide range of public bodies (including town and parish councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

*Age*

*Race*

*Disability*

*Religion or Belief*

*Gender Reassignment*

*Sex*

*Marriage and Civil Partnership*

*Sexual Orientation*

*Pregnancy and Maternity*

## **A G E N D A**

**PUBLIC COMMENT** – Members of the public wishing to comment on any application or other matter are requested to speak at the beginning of consideration of that item, for a duration of no more than 3 minutes. Any further comments or questions will be solely at the Chairman's discretion. Please inform the Chairman at the beginning of the meeting and identify the application on which you wish to speak.

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

### **1. MINUTES**

To confirm as a correct record the Minutes of the previous meeting held on 30 June 2014.

### **2. APOLOGIES FOR ABSENCE**

### **3. DECLARATIONS OF INTEREST**

Members of the Committee, who are also Members of South Somerset District Council, are reminded of the need to declare their membership of that Council and indicate that they may speak and/or vote on applications which may be later referred to that Council for determination, and that they could reconsider any such applications at district level taking into account all relevant evidence and representation made at that tier.

### **4. PLANS LIST (Pages 3 to 31)**

### **5. REPORT TABLE (Page 32)**

### **6. PARISH COUNCIL CONSULTATION TOWN AND COUNTRY PLANNING ACT 1990**

**Application No.** 14/02728/R3C

**Proposal:** Single storey extension with pitched roof providing an additional classroom with external space plus flat roofed single storey extension to form a staff room and formalisation of existing parking spaces.

**Location:** Fiveways School, Victoria Road, Yeovil, Somerset, BA21 5AZ  
(GR: 356990 – 116729)

To consider the above application and copy of supporting document and site map attached at pages 33 and 34.

### **7. PLANNING DECISIONS (Pages 35 to 37)**

**8. CORRESPONDENCE**

**9. NEW INITIATIVES BUDGET**

To consider a report by the Town Clerk attached at pages 38 to 39.

**10. FINANCIAL STATEMENT – APRIL/MAY 2014**

To consider the financial statement for the period 1 April 2014 to 31 May 2014 attached at pages 40 to 43.

	<b>Application No</b>	<b>Proposal</b>	<b>Address</b>
1	14/02705/FUL	The change of use of premises to a mixed use including dwellinghouse and dog grooming salon and the formation of a new vehicular access and hardstanding (Part Retrospective) (GR 354059/116852)	108 Larkhill Road Yeovil Somerset
2	14/02362/FUL	Internal and external alterations to first floor to include new window and change of use of first floor letting rooms into 4 No. flats (Revised Application). (GR 355717/115920)	Wine Vaults 8 - 9 Wine Street Yeovil
3	14/02363/LBC	Internal and external alterations to first floor to include new window and change of use of first floor letting rooms into 4 No. flats (Revised Application). (GR 355717/115920)	Wine Vaults 8 - 9 Wine Street Yeovil
4	14/02412/FUL	The change of use of premises from Use Class B1 (Light Industrial) to Use Class B2 (General Industrial) (GR 353946/114179)	20 Garrett Road Lynx Trading Estate Yeovil
5	14/02471/FUL	Alterations and the refurbishment of building including replacement roof, replacement windows, over cladding of external walls, new ramp and entrance, and the change of use from storage area (Use Class B8) to archive/exhibition area (Use Class D1) (GR 354315/115530) Change of use from company storage space to company archive and exhibition area.	Building 147 GKN Westland Helicopters Lysander Road
6	14/02757/COU	The change of use of ground floor from a cafe (Use Class A3) to a drinking establishment (Use Class A4) and the first floor from residential flats (Use Class C3) to storage and distribution (Use Class B8) (GR 356141/115987)	2 South Western Terrace Yeovil Somerset
7	14/02776/FUL	The erection of a front entrance porch and single storey rear extension to dwellinghouse (GR 355668/116541)	40 Mitchelmore Road Yeovil Somerset

8	14/02815/COU	The change of use of land to provide an extension to residential garden (GR 357177/116827)	24 Sandringham Road Yeovil Somerset
9	14/02825/FUL	Alterations and the erection of a detached double garage (GR 354371/114655)	66 West Coker Road Yeovil Somerset

**PLANNING MEETING**  
**MONDAY 14 July 2014**

**PLANS LIST**

The schedule of planning applications is attached.

The delegation agreement relating to planning applications between the District Council and the Town Council provides for the Town Council to receive written reports on applications in the Yeovil Town area, and those that are regarded as having a significant impact on this area. These reports include key considerations, which, in the opinion of the Area Planning Manager, are planning issues to which the Town Council should have regard in considering its views and making recommendations on each application.

The recommendations of the Town Council are taken into consideration by the District Council (the Planning Authority) as part of the application determination process. However, the final decision will be made by the Planning Authority having regard to the level allocated to the application (as outlined in the extract from the District Council's Scheme of Delegation set out below\*) and to any views expressed by various consultees (including the Town Council) and District Council Ward Members.

**BACKGROUND PAPERS**

The background papers to the items in this Plans List are the planning files listed which are held in the Area South Planning Department, South Somerset District Council, Council Offices, Brympton Way, Yeovil, BA20 2HT.

**HUMAN RIGHTS ACT 1998 ISSUES**

The determination of the applications which are the subject of reports in this Plans List are considered to involve the following human rights issues:-

1. Articles 8: Right to respect for private and family life
  - i) Everyone has the right to respect for his private and family life, his/her home and his/her correspondence.
  - ii) There shall be no interference by a public authority with the exercise of this right except such as in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedom of others.
3. The First Protocol
4. Article 1: Protection of property

Every natural or legal person is entitled to the peaceful enjoyment of his possessions. No-one shall be deprived of his possessions except in the public interests and subject to the conditions provided for by law and by the general principles of international law.

The preceding provisions shall not, however, in any way impair the right of a State to enforce such laws as it deems necessary to control the use of property in accordance with the general interest or to secure the payment of taxes or other contributions or penalties.

Each report considers in detail the competing rights and interests involved in the application. Having had regard to those matters in the light of the convention rights referred to above, it is considered that the recommendation is in accordance with the law, proportionate and both necessary to protect the rights and freedoms of others and in the public interest.

## **\*APPLICATION LEVELS AS DEFINED IN THE DISTRICT COUNCIL SCHEME OF DELEGATION**

### **LEVEL 1 APPLICATIONS**

The following applications can be determined contrary to officer recommendation in balanced cases by the Area Chair and Head of Development and Building Control where the proposals lie within the development limits.

#### **1. Dwellings**

- 1-2 units (full) and less than 0.1 hectare (outline)

#### **2. Offices/R&D/Light Industry**

#### **3. Heavy Industry/Storage/Warehousing**

#### **4. Retail/Distribution/Servicing**

#### **5. All Other Minor Developments**

- Floorspace is less than 500 square metres and the site is less than a half hectare (applies to 2-5)

#### **6. Minor Change of Use (In line with policy)**

The following applications can be determined contrary to officer recommendation in balanced cases by the Area Chair and Head of Development and Building Control

#### **1. Householder**

Householder developments are defined as those within the curtilage of residential property which require an application for planning permission and are not a change of use.

#### **2. Adverts**

#### **3. Listed Building Consents (Alterations)**

#### **4. Listed Building Consents (Demolitions)**

#### **5. Conservation Area Consents**

#### **6. Demolition of unlisted buildings in Con. Areas**

#### **7. Others** This category includes all decisions relating to:

- applications for Lawful Development Certificates for existing use (from July 1992); (**CLUEDs**)



- applications for Lawful Development Certificates for proposed use (from July 1992); (**CLOPUDs**)
- applications for Certificates of **Appropriate Alternative Development**;
- notifications under:
  - **Circular 18/84** (Development by Government Departments); and
  - **Circular 14/90** (Overhead electric lines).
- applications by the **British Coal Corporation** under Class A, Part 21 of the General Permitted Development Order 1995.
- Telecom Notifications, any Tree Application, Agricultural Notifications, County Matters, Demolition Prior Approvals.

## **LEVEL 2 APPLICATIONS**

### **1. Dwellings**

- More than 2 units (full) and more than 0.1 hectare (outline)

### **2. Offices/R&D/Light Industry**

### **3. Heavy Industry/Storage/Warehousing**

### **4. Retail/Distribution/Servicing**

### **5. All Other Minor Developments**

- Floorspace is more than 500 square metres and the site is more than a half hectare (applies to 1-5)

### **6. Change of Use**

## **LEVEL 3 APPLICATIONS**

Level 3 applications are likely to be developments that because of the significance of their impact should always be determined by the relevant Area Committee (or Regulatory Board where necessary). Whether an application falls into the Level 3 category shall be decided by the Head of Development & Building Control in consultation with the relevant Area Chair.

**1. Officer Report On Planning Application: 14/02705/FUL**

Site Address:	108 Larkhill Road Yeovil Somerset
Ward :	Yeovil (West)
Proposal :	The change of use of premises to a mixed use including dwellinghouse and dog grooming salon and the formation of a new vehicular access and hardstanding (Part Retrospective) (GR 354059/116852)
Recommending Case Officer:	Jane Green
Target date :	18th August 2014
Applicant :	Mrs Samantha Gibbs
Type : 12	Other Change Of Use

## SITE DESCRIPTION AND PROPOSAL



108 Larkhill Road is a semi-detached property constructed of red brick under a double roman tiled roof. The property is on the east side and is set back from the road and a wide highways verge is located between the highway and the pavement and the property. The property has no designated parking, with shared laybys in the near vicinity. Larkhill

Road is a classified, unnumbered road and as such any means of access formed from/to this road requires the benefit of planning permission. The site visit revealed there are a number of similar developments in the vicinity with either planning permission or none.

The application seeks planning permission for the formation of an access and the creation of hardstanding in the front garden. This would involve the removal of soil and the construction of retaining walls at the back and sides and drainage is also proposed. Materials proposed are block and render and a stone gravel concrete hardstanding. The works are part retrospective with the kerb lowered and the concrete access already formed. These works seek to facilitate residential parking and for the business van and customer's vehicles. No trees were removed as part of the works. These were already removed as part of the highway works already undertaken by Somerset County Council.

Larkhill Road has been subject to much highway works in recent years with build outs added and traffic calming measures with priority instructions for motorists. One such build out has been located on the east side of the road in front of the application property which has seen the loss of on road parking.

The application also seeks planning permission for the change of use of the property to a mixed use - residential property and dog grooming business. The application states the business is already running from the premises and a rear utility room is also used to groom the dogs with associated dog grooming paraphernalia evident at the site visit. It is stated the current business operates over a four day week with the average of 2 dogs groomed a day. It is envisaged that the business may be scaled up with the opportunity to operate over 5 days with the addition of occasional Saturday mornings. The working hours are restricted from 09.30 to 16.00 with the scope to extend to 18.00 if required. A stable door to the utility room is proposed as part of the application to allow customers to enter the business without the requirement to go through the private residential areas.

It is considered that the scale of the current business is such that requires the benefit of planning permission as a material change of the residential property has occurred. It is noted the applicant owns dogs themselves.

## **HISTORY**

14/00080/OPERA - Enforcement enquiry

11/02294/PREAPP - Introduction of a dog grooming business at property - July 2011

02/01483/FUL - The construction of a vehicular access and hardstanding - Application permitted with conditions November 2002 (This consent was not implemented)

02/00482/FUL - The formation of a new driveway and the erection of 2.4 metre high boundary wall - Application withdrawn April 2002

3269 - Erection of 46 dwellinghouses, Larkhill Estate - Approved March 1950

3269 - Layout of housing estate on land adjoining Larkhill Road, Yeovil - Deemed permission September 1949

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

The policies of most relevance to the proposal are:

South Somerset Local Plan (adopted April 2006)  
ST5 (General Principles of Development)  
ST6 (The Quality of Development)  
TP6 (Non Residential Parking Provision)  
TP7 (Parking Provision in Residential Areas)

South Somerset District Council Supplementary Guidance - Extensions and Alterations to Houses - A Design Guide

National Planning Policy Framework (March 2012)  
Chapter 7 (Requiring Good Design)

Somerset County Council Parking Strategy (March 2012) and Standing Advice (June 2013)

## **CONSULTATIONS**

Yeovil Town Council - Observations sought

SSDC Environmental Protection Unit - Observations sought

Highways Authority - Standing Advice applies

## **REPRESENTATIONS**

9 neighbours notified, no representations received at time of writing this report

## **CONSIDERATIONS**

The main considerations with this application are:

- Does the proposed dog grooming business cause demonstrable harm to the residential amenities of the existing or neighbouring householders? Consideration must be given to noise and disturbance through traffic movements and dogs.
- Is there sufficient turning available to enter/exit the site in a forward gear? If turning space is kept free is there also sufficient space for the parking of vehicles in connection with the residential use of the property as well as the business use?
- Visual impact on the streetscene of the hard surfacing and the soil removal and hard treatment of the front garden.

## **RECOMMENDATION**

The views of the Town Council are invited.



## 2. Officer Report On Planning Application: 14/02362/FUL

Site Address:	Wine Vaults 8 - 9 Wine Street Yeovil
Ward :	Yeovil (Central)
Proposal :	Internal and external alterations to first floor to include new window and change of use of first floor letting rooms into 4 No. flats (Revised Application). (GR 355717/115920)
Recommending Case Officer:	Simon Fox
Target date :	24th July 2014
Applicant :	T & D Investments Ltd
Type : 06	Minor Dwellings 1-9 site less than 1ha

### SITE DESCRIPTION AND PROPOSAL



The application site comprises a public house with what the application describes as letting rooms above. There is no planning history to substantiate the use of the first floor as letting rooms and from observations it appears the space could have been used as one or two flats used primarily by staff members employed in the business operating on the ground floor at the time.

Dating from 1877 the two-storey building presents an attractive frontage onto the junction of Wine Street with Union Street. Its painted brickwork walls with ham stone dressings sit under a welsh slated roof. It is detailed with bays, a pediment, architraves with keystones, headed sashes and plain stone quoins. The building is Grade II listed and sits on the edge of the Conservation Area, as defined within the South Somerset Local Plan (adopted April 2006).

This application seeks permission for internal and external alterations to the first floor of the building to facilitate the creation of 4 No. one-bedroom flats.

Externally the works involve the insertion of a new single casement window within a recessed area on the rear elevation.

Two external bin stores are proposed for the restaurant/café and the flats. A secure cycle store is also proposed. All stores to be created with 1.8m close boarded fencing and are to be located in the rear courtyard area.

The application is supported by:

- Design and Access Statement,
- A statement regarding acoustic measures to be employed,
- Party Wall and Wall Sound Insulation, and
- Noise Assessment from ventilation plant.

It is proposed that the use of the outside rear courtyard used for patrons of the restaurant is curtailed to 8am - 8pm only.

There is no dedicated off-street parking provided.

## **HISTORY**

Various and numerous history files.

Of relevance:

13/02198/LBC (Listed Building Consent): The carrying out of internal alterations to staircase and external alterations to change colour of paintwork to external joinery (Part implemented): Application permitted with conditions: 20/01/2014

13/00188/COU (Change of Use): The change of use of the ground floor from Public House (Use Class A4) to a mixed use comprising Shop (Use Class A1) and Restaurant (Use Class A3): Application permitted with conditions: 25/03/2013

13/00187/LBC (Listed Building Consent): Internal and external alterations to first floor to include new window and the change of use of first floor letting rooms into 4 No. flats: Application Withdrawn: 25/02/2013

13/00186/FUL (Full Application): Internal and external alterations to first floor to include new window and the change of use of first floor letting rooms to 4 No. flats: Application Withdrawn: 25/02/2013

Accompanying application 14/02363/LBC - Application for listed building consent for conversion of first floor to 4 No. flats.

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

### National Planning Policy Framework (March 2012):

Chapter 7 - Requiring Good Design

Chapter 11 - Conserving and Enhancing the Natural Environment

Chapter 12 - Conserving and Enhancing the Historic Environment

Paragraph 132 of Chapter 12 to the National Planning Policy Framework advises:

*'When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation. The more important the asset, the greater the weight should be. Significance can be harmed or lost through alteration or destruction of the heritage asset or development within its setting. As heritage assets are irreplaceable, any harm or loss should require clear and convincing justification. Substantial harm to or loss of a grade II listed building, park or garden should be exceptional. Substantial harm to or loss of designated heritage assets of the highest significance, notably scheduled monuments, protected wreck sites, battlefields, grade I and II\* listed buildings, grade I and II\* registered parks and gardens, and World Heritage Sites, should be wholly exceptional'.*

The development plan comprises the saved policies of the South Somerset Local Plan.

The policies of most relevance to the proposal are:

### South Somerset Local Plan (adopted April 2006):

ST5 - General Principles of Development

ST6 - The Quality of Development

EH1 - Conservation Area

EH5 - Development Proposals Affecting the Setting of Listed Buildings

### Other

Somerset County Council Parking Strategy (March 2012)

## **CONSULTATIONS**

No consultations had been received at the time of submitting this report.

Bodies consulted:

Highways Authority (Somerset CC)

SSDC Conservation Team

SSDC Environmental Protection

SSDC Building Control

## REPRESENTATIONS

Neighbouring properties to the site have been notified in writing. In addition a press advert has been placed and a site notice displayed (Listed Building in a Conservation Area).

A letter has been received from a firm of solicitors on behalf of the tenant of the ground floor setting out the terms of their lease and nature of their business.

## CONSIDERATIONS

The principle issues in this case are:

- The impact on the visual appearance of the listed building.
- The impact on the historical integrity and fabric of the listed building.
- The impact on the character of the Conservation Area.
- Are the flats of a good size with reasonable outlook, ventilation etc.
- Impact on future inhabitants of the flats by way of noise and disturbance from the lawful use of the ground floor as public house and odour from the public house kitchen. Can the use of the ground floor be suitably conditioned to ameliorate these concerns?
- Impact on future inhabitants of the flats by way of noise and disturbance from the adjacent bar at No.6A Union Street.
- Building Regulations, fire protections, means of escape etc.
- Refuse storage and laundry provisions.

## RECOMMENDATION

That the views of Yeovil Town Council be invited.

### 3. **Officer Report On Planning Application: 14/02363/LBC**

Site Address:	Wine Vaults 8 - 9 Wine Street Yeovil
Ward :	Yeovil (Central)
Proposal :	Internal and external alterations to first floor to include new window and change of use of first floor letting rooms into 4 No. flats (Revised Application). (GR 355717/115920)
Recommending Case Officer:	Simon Fox
Target date :	24th July 2014
Applicant :	T&D Investments Ltd
Type : 06	Minor Dwellings 1-9 site less than 1ha

## SITE DESCRIPTION AND PROPOSAL





The application site comprises a public house with what the application describes as letting rooms above.

Dating from 1877 the two-storey building presents an attractive frontage onto the junction of Wine Street with Union Street. Its painted brickwork walls with ham stone dressings sit under a welsh slated roof. It is detailed with bays, a pediment, architraves with keystones, headed sashes and plain stone quoins. The building is Grade II listed and sits on the edge of the Conservation Area, as defined within the South Somerset Local Plan (adopted April 2006).

This application seeks permission for internal and external alterations to the first floor of the building to facilitate the creation of 4 No. one-bedroom flats.

Externally the works involve the insertion of a new single casement window within a recessed area on the rear elevation.

Two external bin stores are proposed for the restaurant/café and the flats. A secure cycle store is also proposed. All stores to be created with 1.8m close boarded fencing and are to be located in the rear courtyard area.

The application is supported by:

- Design and Access Statement,
- A statement regarding acoustic measures to be employed,

- Party Wall and Wall Sound Insulation, and
- Noise Assessment from ventilation plant.

Internally the scheme requires the installation of thermal insulation, acoustic sound proofing, and fire protection, the erection of stud walling, the removal of stud walling and the blocking up of and creation of doorway openings.

## **HISTORY**

Various and numerous history files.

Of relevance:

13/02198/LBC (Listed Building Consent): The carrying out of internal alterations to staircase and external alterations to change colour of paintwork to external joinery (Part implemented): Application permitted with conditions: 20/01/2014

13/00188/COU (Change of Use): The change of use of the ground floor from Public House (Use Class A4) to a mixed use comprising Shop (Use Class A1) and Restaurant (Use Class A3): Application permitted with conditions: 25/03/2013

13/00187/LBC (Listed Building Consent): Internal and external alterations to first floor to include new window and the change of use of first floor letting rooms into 4 No. flats: Application Withdrawn: 25/02/2013

13/00186/FUL (Full Application): Internal and external alterations to first floor to include new window and the change of use of first floor letting rooms to 4 No. flats: Application Withdrawn: 25/02/2013

Accompanying application 14/02362/FUL - FULL application for conversion of first floor to 4 No. flats.

## **POLICY**

Section 16 of the Listed Building and Conservation Areas Act is the starting point for the exercise of listed building control. This places a statutory requirement on local planning authorities to 'have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'.

Chapter 12 to the National Planning Policy Framework (NPPF) advises:

*'When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation. The more important the asset, the greater the weight should be. Significance can be harmed or lost through alteration or destruction of the heritage asset or development within its setting. As heritage assets are irreplaceable, any harm or loss should require clear and convincing justification. Substantial harm to or loss of a grade II listed building, park or garden should be exceptional. Substantial harm to or loss of designated heritage assets of the highest significance, notably scheduled monuments, protected wreck sites, battlefields, grade I and II\* listed buildings, grade I and II\* registered parks and gardens, and World Heritage Sites, should be wholly exceptional' (para 132).*

Whilst Section 38(6) of the 2004 Planning Act is not relevant to this listed building application, the following policies should be considered in the context of the application, as these policies are in accordance with NPPF

National Planning Policy Framework (March 2012):

Chapter 7 - Requiring Good Design

Chapter 11 - Conserving and Enhancing the Natural Environment

Chapter 12 - Conserving and Enhancing the Historic Environment

The development plan comprises the saved policies of the South Somerset Local Plan.

The policies of most relevance to the proposal are:

South Somerset Local Plan (adopted April 2006):

ST5 - General Principles of Development

ST6 - The Quality of Development

EH1 - Conservation Area

EH5 - Development Proposals Affecting the Setting of Listed Buildings

### **CONSULTATIONS**

No consultations had been received at the time of submitting this report.

Bodies consulted:

SSDC Conservation Team

### **REPRESENTATIONS**

A press advert has been placed and a site notice displayed (Listed Building in a Conservation Area). No representations have been received in connection with this application.

### **CONSIDERATIONS**

The principle issues in this case are:

- The impact on the visual appearance of the listed building.
- The impact on the historical integrity and fabric of the listed building.
- The requirements of Building Regulations.

### **RECOMMENDATION**

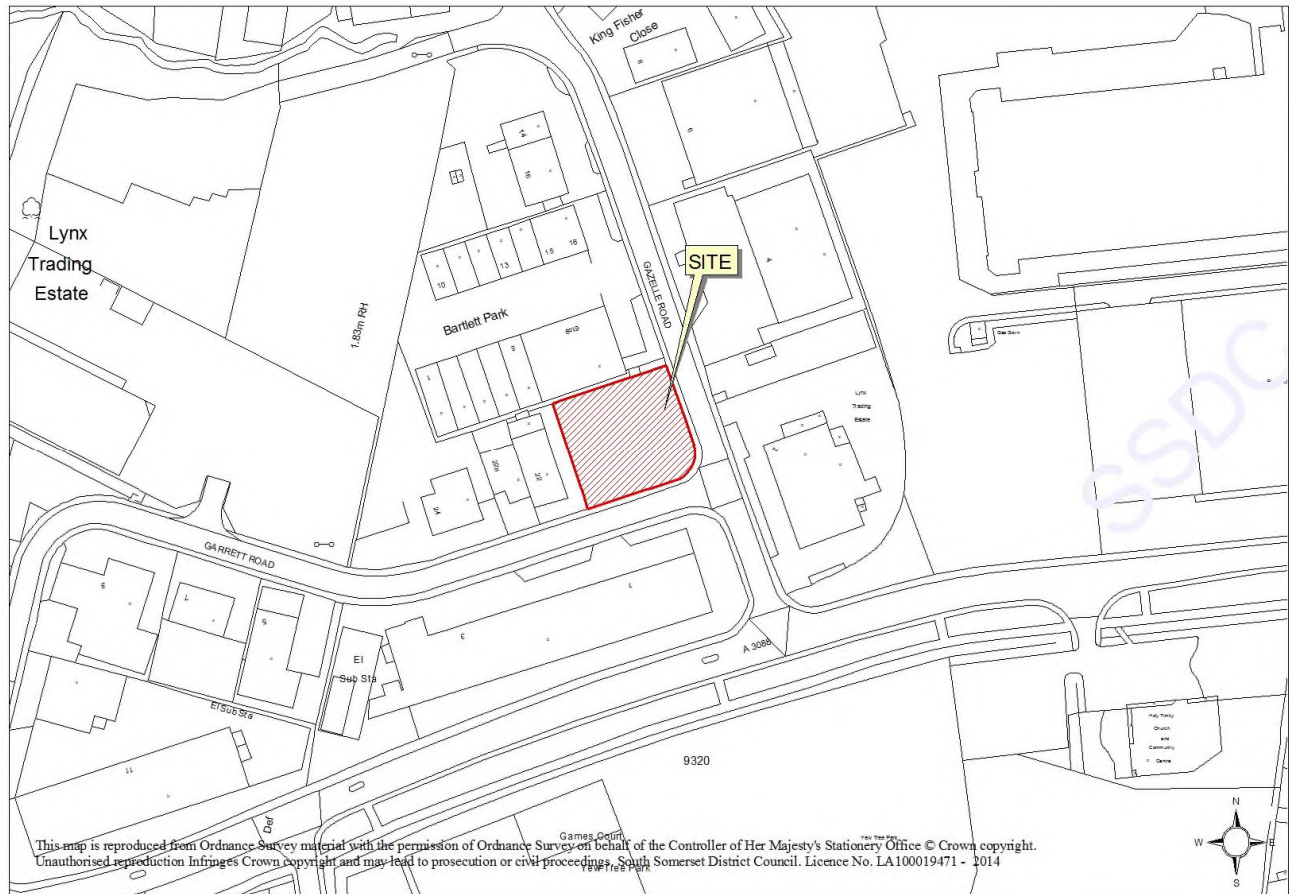
That the views of Yeovil Town Council be invited.

#### **4. Officer Report On Planning Application: 14/02412/FUL**

Site Address:	20 Garrett Road Lynx Trading Estate Yeovil
Ward :	Yeovil (South)
Proposal :	The change of use of premises from Use Class B1 (Light Industrial) to Use Class B2 (General Industrial) (GR 353946/114179)
Recommending Case Officer:	Mrs Jennie Roberts
Target date :	26th August 2014

Applicant :	Mr Mervyn Ham
Type : 12	Other Change Of Use

## SITE DESCRIPTION AND PROPOSAL



The site is located within an industrial estate in Yeovil. A certificate of lawfulness was applied for in 2013, to confirm that the lawful use of the premises was class B2 (general industrial). However, during the determination process, it was found that whilst historically the unit had B2 use, at some point, the use changed to B8 (storage) without planning permission. The council's solicitor determined that because no enforcement action had been taken in respect of this latter use, then the unit's reversion to B2 use would constitute a change of use and therefore require planning consent (as per the case of *Fairstate Ltd v First Secretary of State*). As such, the application was refused, and this planning application seeks to change the use of the building back to a B2 use.

The proposal will not result in any loss or gain of the existing gross internal floor area of 682 sqm. The site currently has 8no. parking spaces and this is not proposed to be changed.

## HISTORY

13/04788/COL - Application for a Certificate of Lawfulness for the existing use of premises as Use Class B2 - refused - 07/03/14

04/02279/FUL - The erection of an extension - conditional approval - 20/10/2004

00/02079/FUL - Replacement and repositioning of boundary fencing - conditional approval  
10/10/2000  
98/01078/FUL - Alterations and the erection of a fire escape - conditional approval -  
17/06/1198  
95/07398/FUL - The erection of an extension to workshop to provide garage - conditional  
approval - 27/07/1995  
850465 - The erection of an extension to existing factory - approved - 19/04/1985  
782138 - The erection of a factory building on Plot 6, Lynx Trading Estate - approved  
14/12/1978

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

Following the recent revocation of the Regional Spatial Strategy and the Somerset and Exmoor National Park Joint Structure Plan Review regard needs to be had to the development plan policies of the saved policies of the South Somerset Local Plan (2006).

South Somerset Local Plan (adopted 2006)  
ST5 (General Principles of Development)  
ST6 (Quality of Development)  
EH1 (Conservation Areas)

Regard must also be had to:

National Planning Policy Framework - March 2012  
Chapter 6 - Delivering a wide choice of high quality homes  
Chapter 7 - Requiring good design  
Chapter 12 - Conserving and enhancing the historic environment

Somerset Parking Strategy (2012)

## **CONSULTATIONS**

COUNTY HIGHWAY AUTHORITY - Awaiting response  
ENVIRONMENTAL PROTECTION - Awaiting response

## **REPRESENTATIONS**

None received at time of writing this report

## **ENVIRONMENTAL IMPACT ASSESSMENT**

None required

## **CONSIDERATIONS**

- Impact of the proposal on the general amenity of the surrounding area

## **RECOMMENDATION**

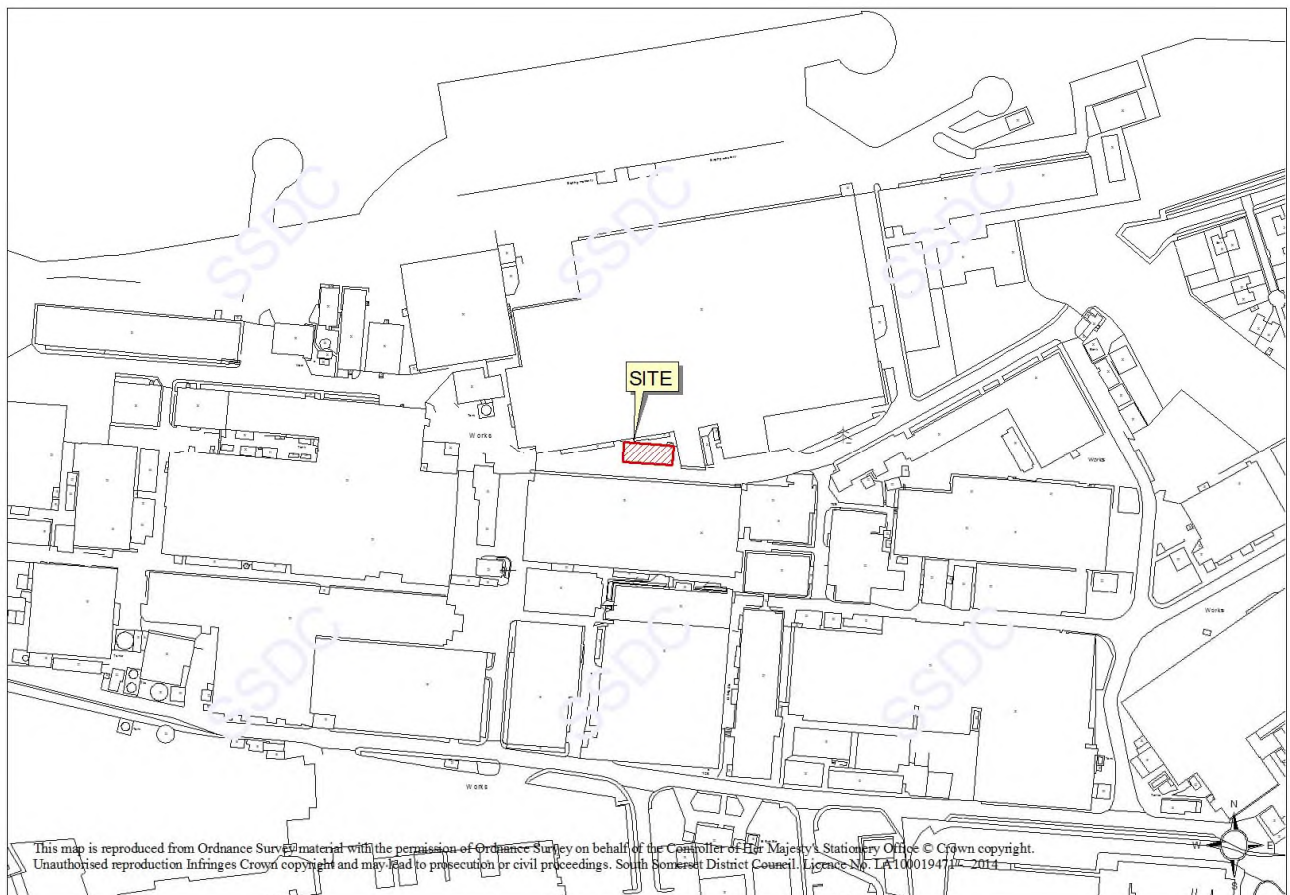
The view of the Town Council is invited.



**5. Officer Report On Planning Application: 14/02471/FUL**

Site Address:	Building 147 GKN Westland Helicopters Lysander Road
Ward :	Yeovil (South)
Proposal :	Alterations and the refurbishment of building including replacement roof, replacement windows, over cladding of external walls, new ramp and entrance, and the change of use from storage area (Use Class B8) to archive/exhibition area (Use Class D1) (GR 354315/115530) Change of use from company storage space to company archive and exhibition area.
Recommending Case Officer:	Andrew Collins
Target date :	11th August 2014
Applicant :	AugustaWestland
Type : 10	Minor Other less than 1,000 sq.m or 1ha

## SITE DESCRIPTION AND PROPOSAL



The site is located within the Augusta Westland site on Lysander Road. Building 147 is located in the centre of the site. It is a single storey building constructed of brick under a corrugated asbestos roof.

The building is currently vacant but it was previously used as a store. It is proposed to change the use of the building to a company archive and exhibition area. This results in internal changes with the formation of stud partitions. Externally it is proposed re-clad the walls of the building in Kingspan insulated cladding in basalt grey and light grey. The roof is to be replaced with a Kingspan insulated aluminium roof system in goosewing grey. Rooflights are proposed over the exhibition area.

It is also proposed to change the windows on the Southern elevation and form a larger window and door for the exhibition area. A ramp, canopy and stairs are proposed on the Southern elevation to form the entrance.

## **HISTORY**

None of particular relevance to this application.

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

For the purposes of determining current applications the local planning authority considers that the relevant policy framework is provided by the National Planning Policy Framework and the saved policies of the South Somerset Local Plan 2006.

The policies of most relevance to the proposal are:

South Somerset Local Plan (adopted 2006)

ST5 (General Principles of Development)

ST6 (Quality of Development)

National Guidance

National Planning Policy Framework - March 2012

Chapter 1 - Building a Strong Competitive Economy

Chapter 7 - Requiring Good Design

## **CONSULTATIONS**

MINISTRY OF DEFENCE - No safeguarding objections.

ENVIRONMENTAL PROTECTION OFFICER - No comments received at time of writing report.

COUNTY HIGHWAYS - No observations

## **REPRESENTATIONS**

Site notice posted on site. None received at time of writing report.

### **CONSIDERATIONS**

- Effect upon residential amenity
- Effect upon visual amenity

### **RECOMMENDATION**

The view of the Town Council is invited.

#### **6. Officer Report On Planning Application: 14/02757/COU**

Site Address:	2 South Western Terrace Yeovil Somerset
Ward :	Yeovil (Central)
Proposal :	The change of use of ground floor from a cafe (Use Class A3) to a drinking establishment (Use Class A4) and the first floor from residential flats (Use Class C3) to storage and distribution (Use Class B8) (GR 356141/115987)
Recommending Case Officer:	Andrew Collins
Target date :	22nd August 2014
Applicant :	Parrot Quay
Type : 12	Other Change Of Use

### **SITE DESCRIPTION AND PROPOSAL**





No. 2 South Western Terrace comprises a currently vacant ground floor café with bedsits above.

The premises are located within the defined Yeovil Town Shopping Centre and Town Centre as defined within the adopted South Somerset Local Plan. The site is also included within an area covered by Proposal MC/YEOV/08 of the Local Plan, which seeks environmental enhancement of Middle Street, South Western Terrace and Central Road. South Western Terrace has been subject to various enhancements.

There are no listed buildings in the immediate vicinity and the site is distant from the Conservation Area.

The proposal seeks change of use of the ground floor to an A4 (Drinking Establishment). No external changes are proposed. Internally toilets are proposed on the first floor and the bedsits are to be used as storage.

It is detailed in the application form that the premises will be open from 09:00 until 02.00, 7 days a week.

## **HISTORY**

Various and numerous consents for signs, changes of use and shop front alterations, most relevant:

11/03904/FUL - The carrying out of alterations to shop fronts and the erection of railings - Application permitted with conditions - 13/012/11

08/04192/FUL - Alterations to front elevation and boundaries to pavement - Application Permitted with Conditions - 31/10/2008

05/00643/R3D - Renewal of shopfronts - Application Permitted with Conditions - 26/04/2005

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

For the purposes of determining current applications the local planning authority considers that the relevant policy framework is provided by the National Planning Policy Framework and the saved policies of the South Somerset Local Plan 2006.

South Somerset Local Plan

ST5 - General Principles of Development

ST6 - Quality of Development

MC2 - Location of Shopping Development

MC4 - Other Uses in Town Centres

MC5 - Location of Non-Shopping Key Town Centre Uses

EP2 - Pollution and Noise

Proposal MC/YEOV/08 - Eastern End of Yeovil Town Centre

National Planning Policy Framework - March 2012

Chapter 1 - Building a Strong Competitive Economy

Chapter 2 - Ensuring the Vitality of Town Centres

## **CONSULTATIONS**

YEOVIL TOWN COUNCIL -

ENVIRONMENTAL PROTECTION OFFICER -

AREA DEVELOPMENT -

YEOVIL VISION -

## **REPRESENTATIONS**

Site notice erected. No comments received at time of writing report

## **CONSIDERATIONS**

The comments of Yeovil Town Council are invited.

## 7. Officer Report On Planning Application: 14/02776/FUL

Site Address:	40 Mitchelmore Road Yeovil Somerset
Ward :	Yeovil (Central)
Proposal :	The erection of a front entrance porch and single storey rear extension to dwellinghouse (GR 355668/116541)
Recommending Case Officer:	Jane Green
Target date :	18th August 2014
Applicant :	Mr & Mrs Jeff Hurt
Type : 13	Other Householder - not a Change of Use

### SITE DESCRIPTION AND PROPOSAL



40 Mitchelmore Road is a two storey semi detached property constructed of red brick under a clay double roman tiled roof. The property benefits from a rear garden and to the front a parking area and drive to the side of the property leading to a garage. Approximately 4 cars can be parked off road.

The application seeks planning permission for the erection of a front porch and rear single storey extension. The porch would measure 2.9 metres deep and 2.79 metres wide and 4 metres high. It would be constructed of materials to match the existing property.

The rear extension would measure the full width of the property and extend to 4 metres deep and 4 metres high. It would be constructed of red brick to match the existing property with a through coloured concrete double roman tile for the roof. A small obscure glazed high level window is proposed on the south, side elevation of the rear extension.

## **HISTORY**

None

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

The policies of most relevance to the proposal are:

South Somerset Local Plan (adopted April 2006)  
ST5 (General Principles of Development)  
ST6 (The Quality of Development)

South Somerset District Council Supplementary Guidance - Extensions and Alterations to Houses - A Design Guide

National Planning Policy Framework (March 2012)  
Chapter 7 (Requiring Good Design)

Somerset County Council Parking Strategy (March 2012) and Standing Advice (June 2013)

## **CONSULTATIONS**

Yeovil Town Council - Observations sought

Highways Authority - No observations

## **REPRESENTATIONS**

17 neighbours notified, no representations received at time of writing this report

## **CONSIDERATIONS**

This is an extension to a domestic property and therefore the principle of development is acceptable. The main consideration of the application lies with policy ST5 and ST6 of the Local Plan, namely:

- Is the design and scale of the extension subservient and in keeping with the existing and neighbouring houses and surrounding area?



- Does the extension cause demonstrable harm to the residential amenities of the existing or neighbouring householders?
- Is there sufficient onsite parking after the development?

## RECOMMENDATION

The views of the Town Council are invited.

### 8. Officer Report On Planning Application: 14/02815/COU

Site Address:	24 Sandringham Road Yeovil Somerset
Ward :	Yeovil (East)
Proposal :	The change of use of land to provide an extension to residential garden (GR 357177/116827)
Recommending Case Officer:	Jacqui Churchill
Target date :	12th August 2014
Applicant :	Mrs Marie Jean Rice
Type : 12	Other Change Of Use

## SITE DESCRIPTION AND PROPOSAL



24 Sandringham Road is a two storey end terrace property constructed of buff coloured brick under a tiled roof. It has a very small garden to the rear of the property. Running alongside the property and garden to the northwest is a narrow strip of grassed amenity land.

The application seeks planning permission for the change of use of this strip of land to domestic garden thereby extending the existing garden. The proposal includes the erection of a 1.8 metre timber fence to enclose the area which would include a gate on the front boundary. Although the fencing extends to the northwest boundary to run alongside the pathway, it does not enclose the area of grass forward of the principal elevation of the property and is set back from the single storey porch extension that appears to be part of the original dwellinghouse.

## **HISTORY**

13/03543/PD - Boundary fencing

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

The policies of most relevance to the proposal are:

South Somerset Local Plan (adopted April 2006)  
ST5 (General Principles of Development)  
ST6 (The Quality of Development)

South Somerset District Council Supplementary Guidance - Extensions and Alterations to Houses - A Design Guide

National Planning Policy Framework (March 2012)  
Chapter 7 (Requiring Good Design)

Somerset County Council Parking Strategy (March 2012) and Standing Advice (June 2013)

## **CONSULTATIONS**

Yeovil Town Council - Observations sought

Highways Authority - Awaiting response

## **REPRESENTATIONS**

Six neighbours were notified; at the time of writing this report no representations were received.

## CONSIDERATIONS

The application is for a change of use of land to extend a domestic garden within development limits and the erection of a 1.8 metre fence. The principle is therefore acceptable subject to material planning considerations. The main consideration of the application lies with policy ST5 and ST6 of the Local Plan, namely:

- Impact on visual amenity
- Impact on residential amenity
- Does the proposed fence impede vehicular visibility/highway safety, particularly at the junction

## RECOMMENDATION

The views of the Town Council are invited.

### 9. Officer Report On Planning Application: 14/02825/FUL

Site Address:	66 West Coker Road Yeovil Somerset
Ward :	Yeovil (South)
Proposal :	Alterations and the erection of a detached double garage (GR 354371/114655)
Recommending Case Officer:	Andrew Collins
Target date :	12th August 2014
Applicant :	Mr Derek Redman
Type : 13	Other Householder - not a Change of Use

## SITE DESCRIPTION AND PROPOSAL



This detached property is located within a residential area of Yeovil. It is located in a predominantly residential area on the A30. The area has a mixed character of built form with a mix of single storey and 2 storey dwellings, nursing homes and local shops and facilities.

Planning permission is sought to demolish an existing single storey extension and attached double garage. During the course of the application the details have been amended to erect a smaller single storey rear extension, side and front extension. The location of the detached double garage is also revised. The single storey rear extension is proposed to be a flat roof and project out 2m and extend across the rear by 5m. The extension is to be constructed with painted brickwork. To the side of the property a single storey extension is proposed and a lean-to front extension is also proposed. Due to the sizes, locations and heights of the revised rear, side and front extensions they are considered to be permitted development.

In addition a detached double garage is proposed in the rear garden. The amended plans have relocated this garage. This is proposed to be 6.3m by 6.3m and have a pitched roof at 4.5m. The garage is to be constructed of Hoskins brick 'Wickford' with a Marley smooth grey tile.

Reference in the submitted Design and Access statement refers to permitted development. As the proposed garage is greater than 4m in height this would need planning permission.



The amended plans also show a separate access driveway to the rear.

## **HISTORY**

13/03718/OUT - The erection of 2 No. dwellings and alterations to access (Outline Application) - Application permitted with conditions - 24/12/2013

## **POLICY**

Section 38(6) of the Planning and Compulsory Purchase Act 2004 repeats the duty imposed under S54A of the Town and Country Planning Act 1990 and requires that decision must be made in accordance with relevant Development Plan Documents unless material considerations indicate otherwise.

For the purposes of determining current applications the local planning authority considers that the relevant policy framework is provided by the National Planning Policy Framework and the saved policies of the South Somerset Local Plan 2006.

South Somerset Local Plan (adopted 2006)  
ST5 (General Principles of Development)  
ST6 (Quality of Development)

National Planning Policy Framework - March 2012  
Chapter 7 - Requiring good design

Other Relevant Documents  
Somerset Parking Strategy (2012)

## **CONSULTATIONS**

COUNTY HIGHWAY AUTHORITY -

ECOLOGIST -

## **REPRESENTATIONS**

None received at time of writing report

## **CONSIDERATIONS**

The main considerations of this application are:

- Does the proposal have an acceptable impact on the residential amenity of neighbouring properties?
- Does the proposal have an acceptable impact upon visual amenity of the surrounding area?

## **RECOMMENDATION**

The views of the Town Council are invited.

## PLANNING DECISIONS

14/01378/ADV The display of 5 No. internally illuminated fascia signs, 1 No. externally illuminated fascia sign, 1 No. internally illuminated post mounted menu unit and 3 No. internally illuminated awnings (GR 356135/115906) at Beefeater and Premier Inn Key Market House Middle Street Yeovil Somerset BA20 1LT  
Applicant: Whitbread Plc

**APPROVAL** subject to conditions

14/00663/FUL External alterations and the change of use from Use Class B2 (office) to 7 No. additional residential apartments (flats 26-32)(GR 356187/116052) at Former Western Gazette Sherborne Road Yeovil Somerset BA21 4HE  
Applicant: Western Gazette Building Ltd

**APPROVAL** subject to conditions

14/01786/FUL The installation of a new shop front, minor external alterations and the change of use from existing A1 (Shop) to health spa and treatment studios (Sui Generis) (GR 356113/116018) at Fit & Furnish 103A Middle Street Yeovil Somerset BA20 1NA

**APPROVAL** subject to conditions

14/02083/TPO The carrying out of tree surgery works to 2 No. Oak trees known as T7 and T8 in the South Somerset District (Yeovil No.2) Tree Preservation order 1992 (GR 355097/116770) at 64 Southway Drive Yeovil Somerset BA21 3ED  
Applicant: Mr Hammonds

**APPROVAL** subject to conditions

14/01870/FUL The removal of an existing refrigeration pack and condensing unit from existing rooftop plant area and the installation of 3 refrigeration units, 3 housed packs and one condensing unit to rooftop (GR 353158/116143) at Asda Stores Ltd Preston Road Yeovil Somerset BA20 2HB  
Applicant: Asda Stores Ltd

**APPROVAL** subject to conditions

14/02375/FUL The erection of a single storey rear extension. (GR 355675/116437) at 20 Mitchelmore Road Yeovil Somerset BA21 4BA  
Applicant: Miss Sadie Mycock

**APPROVAL** subject to conditions

14/01939/FUL The erection of a two storey side extension to dwellinghouse (GR 354774/114530) at New House Lower Turners Barn Lane Yeovil Somerset BA20 2JH  
Applicant: Miss Rodger Spencer

**APPROVAL** subject to conditions

14/01287/FUL The carrying out of alterations to form a gallery/café/offices on the ground floor, formation of 2 No. bedsits on the first floor and creation of a dormer extension and conversion of roof space to create 2 No. bedsits (GR 355558/115886) at 80 South Street Yeovil Somerset BA20 1QH  
Applicant: South Somerset District Council

**APPROVAL** subject to conditions

14/01823/COU The change of use of premises from Use Class B1 (Office) to Use Class C3 (Dwellinghouse) (GR 355098/115269) at The Whitehouse 114 Hendford Hill Yeovil Somerset BA20 2RF  
Applicant: Suffolklife

**APPROVAL** subject to conditions

14/02111/FUL The erection of a two storey side extension to dwellinghouse (GR 354880/116030) at 2 Grove Avenue Yeovil Somerset BA20 2BB  
Applicant: Mr B Palmer and Miss H Williams

**APPROVAL** subject to conditions

14/02095/FUL The erection of a free standing building for seasonal goods (Retrospective). (GR 353158/116143) at Asda Stores Ltd Preston Road Yeovil Somerset BA20 2HB  
Applicant: Asda Stores Ltd

**APPROVAL** subject to conditions

14/02205/FUL Refurbishment, re-design and extension to front and rear (GR 355738/116057)  
at 1/3 Vicarage Walk Yeovil Somerset BA20 1EU  
Applicant: Be Yeovil BV LTD

**APPROVAL** subject to conditions

14/01708/FUL Alterations and the erection of a rear conservatory, canopy and front entrance  
porch (GR 354295/114447) at 70 Beaconfield Road Yeovil Somerset BA20 2JN  
Applicant: Mr & Mrs Brooking

**APPROVAL** subject to conditions

**Note:**

**Highlighted Planning Decisions:**

Decision of District Council differs from Yeovil Town Council Recommendation.

**Report Table for Town Council 14 July 2014**

<b><u>APPLICATION NO.</u></b>	<b><u>LOCATION</u></b>	<b><u>PROPOSAL</u></b>	<b><u>OBJECTIONS</u></b>	<b><u>CONSIDERATIONS</u></b>
14/01479/ADV	Co-op, 72 Stiby Road Yeovil	The display of 2 No. non illuminated car park signs	None at time of writing	<ul style="list-style-type: none"> <li>• Are the signs in keeping with the character of the area in terms of siting, design, materials, illumination, scale and number?</li> <li>• Do the signs prejudice public safety?</li> </ul>
14/01822/FUL	13 Middle Street (Applicant: Costa Coffee)	Amended plans: Clarification of level access for front entrance and internal toilet	None at time of writing	<p>YTC recommended approval of the scheme on 30 June 2014. Following the revisions:</p> <ul style="list-style-type: none"> <li>• Does the proposal provide adequate access arrangements for users with disabilities?</li> </ul>



X 356 490  
Y 116 729

## Planning Control

Regulation Group, County Hall, Taunton, Somerset, TA1 4DY

Email: [planning@somerset.gov.uk](mailto:planning@somerset.gov.uk)

Website: [www.somerset.gov.uk/ete/planning](http://www.somerset.gov.uk/ete/planning)

Telephone: 01823 358254 Fax: 01823 356114

# Application for Planning Permission. Town and Country Planning Act 1990

You can complete and submit this form electronically via the Planning Portal by visiting [www.planningportal.gov.uk/apply](http://www.planningportal.gov.uk/apply)

## Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

### 1. Applicant Name and Address

Title:	MR	First name:	MARK
Last name:	COLLIS (HEAD TEACHER)		
Company (optional):			
Unit:		House number:	
House name:	FIVELOYS SCHOOL		
Address 1:	VICTORIA ROAD		
Address 2:			
Address 3:			
Town:	YEovil		
County:	SOMERSET		
Country:	ENGLAND		
Postcode:	BA21 5AZ		

### 2. Agent Name and Address

Title:	MR	First name:	CHRISTOPHER
Last name:	STOKES		
Company (optional):	KENDALL KINGSOTT LTD.		
Unit:		House number:	
House name:	UNIT 1 LAKESIDE		
Address 1:	HEADLAMOODS BUSINESS PARK		
Address 2:	SALISBURY ROAD		
Address 3:			
Town:	RINGWOOD		
County:	HAMPSHIRE		
Country:	ENGLAND		
Postcode:	BH24 3PB.		

### 3. Description of the Proposal

Please describe the proposed development, including any change of use:

NEW SINGLE STOREY EXTENSION, PITCHED ROOFED, PROVIDING AN ADDITIONAL CLASSROOM WITH EXTERNAL SPACE. NEW FLAT ROOFED SINGLE STOREY EXTENSION FORMING A STAFFROOM.

Has the building, work or change of use already started?

☐ Yes

☒ No

If Yes, please state the date when building, work or use were started (DD/MM/YYYY):

(date must be pre-application submission)

Has the building, work or change of use been completed?

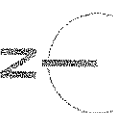
☐ Yes

☒ No

If Yes, please state the date when the building, work or change of use was completed: (DD/MM/YYYY):

(date must be pre-application submission)



**SITE LOCATION PLAN**   
**Scale 1:1000**

## **NEW INITIATIVES BUDGET**

Mindful of the need to develop the range of services that we deliver to the people of Yeovil Town, the Town Council has agreed to allocate £49,300 in the 2014/15 New Initiatives budget.

This approach will ensure that funding totalling £29,300 is available to enable contributions to be made towards threatened services currently delivered in Yeovil Town. £4,000 of this budget has been allocated towards the future provision of tourist information services in Yeovil Town and £4,000 towards Christmas Lights, which leaves a balance of £21,300. A further £20,000 has been earmarked for new initiatives.

Last year, the following initiatives were agreed, which have been funded from the 2013/14 budget:

- Outdoor gym at Milford Park - £10,000 (in principle)
- Hire of temporary marquee for Town Council events at Public Entertainment Area - £735

It has been agreed that all the service committees would be invited to put forward bids for this unallocated part of the New Initiatives budget, and that the Town Council would decide how this portion would be spent having regard to the views of the Policy, Resources and Finance Committee.

Last year, it was agreed that all services committees be reminded of the need for this budget to be used for *new* initiatives and, to allow sufficient time for their ideas to be drawn up and developed, the proposals that emerge during the July cycle of meetings be investigated and reported back to the service committees in the September and the November cycle of meetings.

The agreed definition of a new initiative is set out below;

*“A proposal which will result in a new service, facility, activity or new equipment being procured by the Town Council, for the benefit of the people of Yeovil Town, in partnership with other organisations as appropriate”*

It was further agreed that supported bids would be considered at the November meeting of the Policy, Resources and Finance Committee and referred to the December meeting of the Town Council for determination. This gives all committees an additional two months to develop their bids using the attached assessment sheet and put them forward for consideration.

This extended process will enable all committees to make bids at the same time thereby giving them an equal opportunity to apply for funding and enabling the Policy, Resources and Finance Committee and the Town Council to consider their relative merits having regard to the budget available. However, in the interests of flexibility, the budget may also be used to enable the Town Council to respond to an unforeseen opportunity that might arise at short notice to fund a new initiative.

The Committee is **RECOMMENDED** to note the matter and to consider developing bids having regard to the above outlined policy and the services that fall within the remit of this Committee.

*(Alan Tawse, Town Clerk – 01935 382424)*



## NEW INITIATIVE SCHEME SUBMISSION

Information Required	Why is this being requested?
Description of the scheme and its location	
What benefits will this scheme provide to the local community?	
What evidence is there of community support for the proposal?	
Any on-going costs such as maintenance?	
Is there any partnership funding? If so what %?	
Has any other funding been applied for, for example other authorities etc.  If so what was their decision and why?	
Is there local funding (or land) available to support delivery of the proposal?	
Are there any constraints to delivery this financial year?	
Is the initiative usually/has been responsibility provided by another authority?	
Any additional comments?	