

KILMERSDON PARISH COUNCIL

YOU ARE SUMMONED TO ATTEND A MEETING OF KILMERSDON PARISH COUNCIL AT THE COLES GARDEN MEETING ROOM ON MONDAY 16th DECEMBER 2019 AT 7.30PM

A G E N D A

1. **APOLOGIES** To receive apologies for absence
2. **DECLARATIONS OF INTEREST** To note any Councillors' interests
3. **MINUTES** To approve the Minutes of the Parish Council Meeting held on 18th November 2019. (Pages 1-4).
4. **PUBLIC SPEAKING TIME** (max 15 mins).
5. **FINANCIAL MATTERS** To approve expenditure as follows

Payee	Detail	Gross	Net	Power	Ch no
L Close	Nov Salary	£251.56	£251.56	LGA 1972. S143	001395
D Hudson	Neighbourhood Plan 23/11/19 event expenses	£38.56	£34.23	LGA 1972 S143	001396
Gould autoplates and signs ltd	Map of the parish	£36.00	£30.00	LGA 1972 S143	001397

1. Online banking and financial regulations (Pages 5-6)
2. Final draft budget for consideration (Pages 7-9)

6. HIGHWAY MATTERS

1. Renovation of the fingerpost at Church Square – to report on liaison with the school regarding a heritage trail sent 25/11/19.

7. PLAYING FIELD

1. Damage to a seat of a picnic bench, possible rot underneath. Nick Taylor is investigating.
2. The zip wire – replacement of the zip wire mechanism arranged Sept 2019, chased 19/11/19
3. See saw – taken out of use Sept 2019.
4. Trim Trail quote to replace rotten elements - update on local help in replacing the timbers (Cllr Nagel)
5. Masterplan for the Play Park quotes
6. Tree Inspection quotes – Greensward £200 in the first year, £150 per inspection thereafter, Indigo £480.

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8. PLANNING APPLICATIONS (Cllr Butt)

- 2019/2843/VRC Variation of condition 1 (Plans List) and removal of condition 3(Condenser Housing) of permission 2019/0320/LBC.Babington House Vobster Cross
- 2019/2859/HSE Replace concrete roof tiles on kitchen building with more appropriate conservation clay tiles to match existing vernacular and install improved insulation. Installation of 2no conservation roof lights. The Old Vicarage Church Street
- 2019/2860/LBC Replace concrete roof tiles on kitchen building with more appropriate conservation clay tiles to match existing vernacular and install improved insulation. Installation of 2no conservation roof lights.The Old Vicarage Church Street

9. MENDIP LOCAL PLAN (Pages 10-19)

10. CORRESPONDENCE from Mr and Mrs Hall (Page 10)

11. OUTSIDE BODIES

- Neighbourhood Plan update

12. WEBSITE ACCESSIBILITY - £1,408 Ability Net

13. FORWARD PLANNING (Pages 20-22)

14. MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

15. DATE OF NEXT MEETING – 20th January 2020

Part 2 To resolve to exclude the press and public under s.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.

16. REVIEW OF LEASES Draft from Savills circulated electronically 02/12/19

WClose
Lesley Close
Parish Clerk

9th December 2019 Clerk@kilmersdonpc.co.uk Tel: 07521 951471 www.kilmersdonpc.co.uk

To Cllrs N Brand, R Butt, E Drewe (Vice Chair), N Ham, D Hudson, K Lewis (Chair), B Nagel.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status and any disability) Crime & Disorder, Health & Safety and Human Rights.

KILMERSDON PARISH COUNCIL

Minutes of the Meeting of Kilmersdon Parish Council

Held at the Coles Garden Meeting Room At 7.30pm on Monday 18th November 2019

PRESENT: Cllr K Lewis (Chair) Cllrs N Brand, R Butt, E Drewe, N Ham, D Hudson and B Nagel.

ABSENT: -

ATTENDING: District Councillor Alison Barkshire, L Close (Parish Clerk).

98.APOLOGIES

There were no apologies for absence.

99.DECLARATIONS OF INTEREST

There were no declarations of interest.

100.MINUTES

The minutes of the Parish Council meeting held on 21st October 2019 were agreed as a true record and signed by the Chair.

101.PUBLIC SPEAKING TIME

There were no members of the public.

102.FINANCIAL MATTERS

The following payments were agreed.

Payee	Detail	Gross	Net	Power	Ch no
Mr Jamie A Common - Uncommon Gardens	Quarterly maintenance of the spiral garden	£70.00	£70.00	LGA 1972. S112	001387
L Close	Petty cash refund April - Oct	£56.44	£55.88	LGA 1972 s.112	001388
L Close	Oct Salary	£251.76	£251.76	LGA 1972. S143	001389
L Close	L Close - refund to 1&1 quarterly website fee	£17.96	£14.97	LGA 1972 S143	001390
K Lewis	Refund for parish map frame	£23.99	£19.99	LGA 1972 S143	001391

1. **Refund from Big Wood for the see saw** – It was confirmed that the refund of £160 had been made on 3/10/19
2. **Online banking** – The advice from the Internal Auditor was noted and agreed accordingly that two Councillors should log in and authorise any payment made via online banking. **Agreed** that online banking be set up, at least for those organisations who no longer accept cheques, and the necessary changes to the Financial Regulations be brought to the next meeting. *Action – the Clerk*

Minutes are draft until approved at the next meeting.

Signed:

Date:

KILMERSDON PARISH COUNCIL

3. **Grant applications 2019/20** – the following grant applications were agreed and cheques raised accordingly.

Parish Magazine	£400	001392	s.136 LGA 72
Village Day	£150	001393	s.136 LGA 72
PCC	£850	001394	s.136 LGA 72

103.HIGHWAY MATTERS

1. Renovation of the Kilmersdon fingerposts – application to the Heritage Lottery fund in the amount of £3,625 had been declined due to lack of community involvement in the project. **Agreed** (1) to contact the school to ask if they might be interested in producing a leaflet highlighting the heritage of the village, including the fingerposts.
(2) To re-submit the application to Heritage Lottery Fund if there is a positive response from the school. *Action – the Clerk*
2. To print and mount a map of Kilmersdon – Cllr Lewis brought in the frame which had been agreed with the Coles Garden Meeting Room Committee (£23.99) and Cllr Brand is arranging the map (A1 size).
3. Meeting with Norton St Philip and Hemington PCs regarding 40mph limit from Norton St Philip to the White Post roundabout. – the notes of the 25th October meeting with the parishes and County Councillors had been circulated. Cllr Drewe gave an overview of the meeting. **Agreed** to continue to impress the urgency of this situation with Cllr Pullin
4. Jack and Jill Hill – Cllr Hudson reported that leaves were making this footpath slippery. **Agreed** to report this to Highways. *Action – the Clerk*
5. It was noted that Western Power is trimming trees for clearance of their cables.

104.PLAYING FIELD

1. Damage to a seat of a picnic bench, possible rot underneath. Nick Taylor was to assess the damage.
2. The zip wire – maintenance work had been arranged. The Clerk to chase a date for installation. *Action – the Clerk*
3. See saw – taken out of use Sept 2019. Cllr Lewis had sourced glulam beams (£118) which, with an external treatment and the addition of the handles, would be a suitable replacement at least in the short term. *Action - Cllr Nagel* to talk to a local builder about doing this work.
4. Trim Trail replacement of rotten elements to be chased *Action – Cllr Nagel*
5. Stabilising the goal posts – **Agreed** that both goalposts should be moved and put in line, with top soil in the worn areas in the Spring
6. The hedge which abuts the garden machinery car park – Many thanks to Cllr Ham for cutting the hedge. **Agreed** to review this again before the end of February.

Minutes are draft until approved at the next meeting.

KILMERSDON PARISH COUNCIL

- 7. Masterplan for the Play Park – Two play providers had been met on site and both agreed to produce schemes to replace the equipment, costed item by item so that work might be done incrementally. Both wooden and metal options would be provided.
- 8. Tree Inspection quote had been received from Greensward. **Agreed** to seek another quote. *Action – the Clerk*
- 9. Funding - noted that a local resident had submitted funding requests to Sperring Trust (£5,000) and Ward Councillors' Initiative funding. The Clerk had written to Babington House and Charltons Timbers. £270 had been raised via crowdfunding to date. *Action - Cllr Brand* to write an item for Kilmersdon Parish News which he would circulate for comments.
- 10. Village Hall – Cllr Hudson reported that the Village Hall Committee would be happy to circulate a leaflet on crowdfunding for the play equipment, but that they would prefer not to add an element to the hire fees for this purpose. In respect of fireworks, the Parish Council **agreed** that these should not be permitted on the playing field.

105.PLANNING APPLICATIONS

Agreed to defer to the advice of the Tree Officer in respect of the following applications.

2019/2738/TCA Proposed works to tree/s in a Conservation Area: T1 (Ash) - Fell. T4 (Conifer) - Fell. T5 (Hawthorn) Pruning by max 1m back to live growth points. T6 (Hawthorn Hedge) Reduction in height by max 1m to a consistent level. T7 (Laurel) Pruning by max of 1m back to live growth points. Barn Oaks Silver Street Kilmersdon

2019/2686/TCA Works to trees in a conservation area:- T1 - Oak, fell.
Location: 4 Cabbells Mead Church Street

Cllr Hudson reported that the Planning Inspector had determined that there were too many green spaces put forward for designation in Part 2 of the Local Plan. This would be looked into further by the Neighbourhood Plan Working Group. It was further noted that joint action might be required with neighbouring parishes in respect of possible housing to near the Fosse Way. Cllr Hudson to circulate information. *Action – Cllr Hudson*

Climate crisis – District Cllr Barkshire reported on the declaration of climate crisis and the response by the Woodlands Trust, who are giving away trees. Parish Councillors to look at the Woodlands Trust website for full details.

106.CORRESPONDENCE

There was no correspondence.

107.OUTSIDE BODIES

Neighbourhood Plan- the drop in consultation on 23rd November was noted.

Minutes are draft until approved at the next meeting.

KILMERSDON PARISH COUNCIL

108.WEBSITE ACCESSIBILITY

A quote for an accessibility report on the website had been sought by Cllr Drewe, who would bring this back to the next meeting. *Action – Cllr Drewe*

109.MATTERS OF REPORT AND ITEMS FOR THE NEXT MEETING

There were no items raised.

110.DATE OF NEXT MEETING: 16th December 2019.

111.It was agreed to exclude the press and public under s.1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that the publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

112.REVIEW OF LEASES

The Parish Council is awaiting the draft legal documents for review.

The meeting ended at 9.10pm

Minutes are draft until approved at the next meeting.

Signed:

Date:

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Online banking and Internal Control

1. Background

At the July 2019 meeting the Parish Council was in favour of investigating online banking. This report looks at how internal control can be maintained should the Parish Council agree the implementation of online banking.

The required parameters of internal control are outlined in the Annual Governance and Accountability Return (AGAR). Part of the section which the internal auditor signs gives confirmation that the Parish Council has complied with its Financial Regulations.

The Kilmersdon Financial Regulations are based on the 2014 NALC model form, with a number of significant variations. I have outlined the relevant sections which would require amendment before proceeding with online banking. For reference, the full Financial Regulations and Standing Orders are published on the Kilmersdon PC website <https://kilmersdonpc.wordpress.com/accounts/>

An annual review of the internal control environment would clarify and strengthen the Parish Council's compliance with the AGAR. I have therefore attached a report outlining the Parish Council's Internal Control Environment.

2. Extract from the Financial Regulations with suggested amendments in red

5. BANKING ARRANGEMENTS AND AUTHORISATION OF PAYMENTS

The Council's banking arrangements, including the Bank Mandate, shall be made by the Clerk and approved by the Council. They shall be reviewed annually for efficiency.

A schedule of the payments required, forming part of the Agenda for the Meeting, may be prepared by the Clerk and, together with the relevant invoices, be presented to Council. The detail may be shown in the Minutes of the Meeting. Personal payments (including salaries, wages, expenses and any payment made in relation to the termination of a contract of employment) may be summarised to remove public access to any personal information.

Cheques or orders for payment, **including electronic payments**, drawn on the bank account in accordance with the schedule as presented to council shall be signed by two members of council, and may be countersigned by the Clerk.

To indicate agreement of the details shown on the cheque or order for payment with the counterfoil/**list of electronic payments** and the invoice or similar documentation, the signatories shall each also initial the invoice and cheque counterfoil/**list of electronic payments**.

All payments shall be effected by **electronic payment**, cheque or other instruction drawn on the Council's bankers.

All invoices for payment shall be examined, verified and certified by the Clerk. The Clerk shall ensure that the work, goods or services, to which the invoice relates shall have been received, carried out, examined and approved.

The Clerk shall examine invoices in relation to arithmetic accuracy and shall analyse them to the appropriate expenditure heading. The Clerk shall take all steps to settle all invoices submitted, and which are in order, at the next available Council Meeting.

The Council will not maintain any form of cash float. All cash received must be banked intact. Any payments made in cash by the Clerk, (for example for postage or minor stationery items) shall be refunded quarterly.

If a member who is also a bank signatory has declared a disclosable pecuniary interest, or has any other interest, in the matter in respect of which the payment is being made, that councillor shall be required to consider Standing Orders, and thereby determine whether it is appropriate and / or permissible to be a signatory to the transaction in question.

The council will make safe and efficient arrangements for the making of its payments.

Lists for electronic payment, Cheques or orders for payment shall be presented for signature at a council meeting). Any signatures obtained away from such meetings (including immediately before or after such a meeting) shall be reported to the council at the next convenient meeting.

If thought appropriate by the council, payment for utility supplies (energy, telephone and water) and any National Non-Domestic Rates may be made by variable direct debit provided that the instructions are signed by two members and any payments are reported to council as made. The approval of the use of a variable direct debit shall be renewed by resolution of the council at least every two years.

The Council shall not operate internet banking.- delete

3. Next steps

If the changes to the Financial Regulations are agreed, then the Nat West Digital and Direct Banking application form should be agreed, with all Councillors listed as users on the system. This includes the declaration that the Parish Council agrees that the Authorised User can access our business account(s) using Nat West digital banking and direct banking in accordance with their banking terms.

Once the system is up and running, instead of bringing cheques to the meeting I would bring a print out of the payments prepared online. If agreed by Council, two Councillors would sign the list and would then commit to logging into the system and authorising the payments after the meeting. If wi fi was available at Coles Garden meeting room the authorisation could take place at the meeting using the Kilmersdon PC laptop.

KILMERSDON PARISH COUNCIL DRAFT BUDGET 2020/21

Figures are net

	2019/20			2019/20	2020/21
	Budget	Actual at 6 months	Estimate to year end	Actual at year end	Budget
EXPENDITURE					
Clerks Salary	2950.00	1500.02	3006.00		3012.00
Tax	736.00	558.40	746.00		750.00
Payroll admin	215.00	0.00	215.00		215.00
Office expenses					
Postage	100.00	0.00	100.00		100.00
Stationery	60.00	27.92	60.00		60.00
Website	85.00	29.94	85.00		85.00
Recruitment ad	0.00	0.00	0.00		0.00
IT security	25.00	0.00	25.00		25.00
Website accessibility	0.00	0.00	0.00		1408.00
Hire of Meeting Rooms	206.00	72.00	206.00		206.00
Insurance	540.00	512.16	512.16		540.00
Audit	160.00	150.00	150.00		160.00
Subscriptions					
SALC	160.00	153.69	153.69		160.00
C C for Somerset	35.00	0.00	35.00		35.00
Grass Cutting	1800.00	1080.00	1800.00		1800.00
Village Cleaning/Tidying					
Footpaths	750.00	98.90	750.00		250.00
Noticeboard and bench repairs	0.00	410.15	410.15		500.00
Fingerpost renovation	0.00	0.00	0.00		475.00
Moving 30mph signs	2000.00	0.00	2000.00		0.00
Neighbourhood Plan					
Playing Field	0.00	39.00	39.00		0.00
Rent	1.00	1.00	1.00		1.00
Garage	50.00	0.00	50.00		50.00
Inspections	250.00	55.00	250.00		314.00
Play Equipment	2000.00	1285.00	2000.00		2000.00

S.137

Tree inspection	0.00	0.00	200.00	150.00
Capital Expenditure				
Computer equipment	0.00	0.00	0.00	0.00
General expenditure				
Street Lighting	200.00	102.13	200.00	200.00
Contingency cover	0.00	0.00	0.00	0.00
Election expenses	0.00	90.50	90.50	0.00
Grants				
Village Day	50.00	0.00	50.00	150.00
Parish Magazine	400.00	0.00	400.00	400.00
PCC	1300.00	0.00	850.00	850.00
Others	250.00	0.00	250.00	600.00
Total	14323.00	6165.81	14634.50	14496.00
			0.00	0.00

INCOME				
Playing Field hire	0.00	0.00	0.00	0.00
Precept	14323.00	14323.00	14323.00	0.00
Bank interest	0.00	10.28	15.00	15.00
Village day grant refund	0.00	100.00	100.00	0.00
Neighbourhood Plan grant	0.00	4821.00	4821.00	0.00
Total	14323.00	19254.28	19259.00	15.00

Surplus/deficit 0 13088.47 4624.5 0.00 -14481.00

KILMERSDON PARISH COUNCIL RESERVES

	Earmarked Reserves at 1/4/19	Added to reserves in 2019 20	Taken from reserves in 2019 20	Total
Earmarked reserves				
Kilmerston Play Park Committee transfer of funds for maintenance	830.00	-	-	830.00
Local Housing contribution to recreation ground maintenance	5,000.00	-	-	5,000.00
Street lighting contingency cover	500.00	-	-	500.00
Moving 30mph signs		2,000.00		2,000.00
Neighbourhood Plan		4,821.00	39.00	4,782.00
Total	6,330.00	6,821.00	39.00	13,112.00

Cash flow reserve required to fund the 2020 21 budget

6 months net expenditure **6,200.00**

Balances at bank

	at 1/4/19
Current	3,000.90
Reserve	15,134.88
Total	18,135.78

Total cash at bank at 1/4/19
 plus estimated income to 2019 20 year end
 less estimated expenditure to 2019 20 year end
 Estimated balance at 2019 20 year end

18,135.78
19,259.00
14,496.00
22,898.78

Estimated income 2020 21

Estimated expenditure 2020 21

Estimated balance in bank at 31/3/21

Total reserves (earmarked and cashflow)

Difference between estimated balance in bank and total reserves

15.00
12,463.00
10,450.78
19,312.00
8,861.22

04/12/2019

Gmail - Mendip Local Plan



Lesley Close <kilmersdonclerk@gmail.com>

Mendip Local Plan

4 messages

Alan and Sandra Hall <ahalls@live.co.uk>

Wed, Nov 27, 2019 at 6:05 PM

To: "ken@kenlewisdesign.co.uk" <ken@kenlewisdesign.co.uk>, Lesley Close <kilmersdonclerk@gmail.com>

Cc: Donald Hudson <donald@kilmersdon.com>

Dear Ken and Lesley,

Please can we draw your attention to an email (from three neighbouring Parish Councils to Tracey Aarons) sent to us from Donald Hudson ref the allocation of land in north east Mendip for 505 houses being recommended by the inspector of the Mendip Local Plan review. We would be interested to know if Kilmersdon Parish Council is planning to write a similar email. As parish residents we would like you to treat this as a matter of some urgency. We are worried, as we are sure many other parishioners are, that not expressing concerns may result in appearing not to have a strong view on this subject.

We are most concerned that the other parishes seem to be ahead of the game. Do we risk being out on a limb here? If so could all 505 be coming this way as that might be the easiest decision for Mendip/the inspector to make?

We look forward to hearing your views on this matter,

Kind Regards

Sandra and Alan Hall

Sent from my iPad

Ken Lewis <kenlewisdesign@gmail.com>

Sun, Dec 1, 2019 at 10:59 PM

To: Alan and Sandra Hall <ahalls@live.co.uk>

Cc: Lesley Close <kilmersdonclerk@gmail.com>, Donald Hudson <donald@kilmersdon.com>, Ken Lewis <ken@kenlewisdesign.co.uk>

Dear Sandra and Alan

Thank you for your email expressing your concerns regarding the Mendip Local Plan review.

As you will know Kilmersdon Parish Council is at the early stage of producing a Neighbourhood Plan and it is most concerning that the Inspector seems to be intending to override the work of some neighbouring Parish Councils regarding allocation of land for future development. We are due to meet with representatives from Rode and Norton St Philip Parish Councils during w/c 9th Dec in order to ensure that we are involved in a co-ordinated response.

Kind regards

Ken Lewis

[Quoted text hidden]

Ken Lewis <kenlewisdesign@gmail.com>

Tue, Dec 3, 2019 at 9:15 PM

To: Lesley Close <kilmersdonclerk@gmail.com>

Hi Lesley

Could you please add the email from Sandra and Alan Hall to the next Agenda as correspondence received.

Thanks

Ken

----- Forwarded Message -----

Subject:Re: Mendip Local Plan

Date:Sun, 1 Dec 2019 22:59:17 +0000

From:Ken Lewis <kenlewisdesign@gmail.com>

From: The Chair of Norton St Philip PC, Clive Abbott (ncliveabbott@hotmail.com)
The Chair of Beckington PC, Mark Wilson (markwilson173@gmail.com)
The Joint Chairs of Rode PC, Peter Travis (peter_b_travis@hotmail.com), Terry
Morrow (tm_morrow@yahoo.co.uk)

To : Tracy Aarons, Deputy CE MDC (Tracy.Aarons@mendip.gov.uk)
Copied to Andre Sestini, (andre.sestini@mendip.gov.uk)
Jo Milling Planning Policy (Jo.Milling@mendip.gov.uk)

4th November 2019

Dear Tracy

The Chairs of Rode, Beckington and Norton St Philip are writing to you as we continue to have very great concern over the LPP2 Inspector's proposals to allocate a further 505 dwellings in the North East of the District.

The Council's present position appears to be to allocate as many of these as possible around Midsomer Norton and then to distribute the balance in the 3 primary villages of the North East that we represent. We fear that you will be responding to the Inspector in such terms shortly.

As we have indicated on several occasions, and you and your officers have accepted, this is in direct conflict with MDC's adopted Spatial Strategy as set out in LPP1.

We are quite sure that we are not alone in our concerns about your intended response to the Inspector. It may well be that the residents and Councils of Midsomer Norton and Radstock will find this proposal extremely unwelcome. B&NES have already resisted development in this area, being able to meet their housing need themselves.

Local Plan Part 1 is quite clear that development should be focused on the main towns. In the North East this makes Frome the focus as it is the key town. Directing further development at such a sustainable location would satisfy both the policies of LPP1 and Para 72 of the NPPF:

- 72. The supply of large numbers of new homes can often be best achieved through planning for larger scale development, such as new settlements or significant extensions to existing villages and towns, provided they are well located and designed, and supported by the necessary infrastructure and facilities. Working with the support of their communities, and with other authorities if appropriate, strategic policy - making authorities should identify suitable locations for such development where this can help to meet identified needs in a sustainable way. In doing so, they should :*
 - a) consider the opportunities presented by existing or planned investment in infrastructure, the area's economic potential and the scope for net environmental gains;*
 - b) ensure that their size and location will support a sustainable community, with sufficient access to services and employment opportunities within the development itself (without expecting an unrealistic level of self - containment) , or in larger towns to which there is good access*

It seems that the LPP2 allocations in and around Frome are quite limited in scale. It is a thriving town and has excellent transport links. It has the infrastructure to support a larger population.

We suggest that the most sustainable approach in accordance with spatial strategy is for MDC to look at either the potential to expand current allocations on the edge of Frome or consider a new strategic site. This would clearly satisfy the criteria and objectives as clearly set out above in the NPPF.

We have looked at sites put forward previously and would ask you to reconsider sites around Frome such as Selwood Garden Village or Rodden Farm (FRO210M). The latter appears to be in one ownership (which will aid deliverability) and has existing direct links to shops and the nearby train station, including via an existing underpass under the A361. It has the potential to link with development to the west of the A361, including the new housing with associated public open space. It appears to have the infrastructure in place to support links to the wider network. At 72 ha it has the capability to become a sustainable urban extension with limited visual/landscape impact together with the potential for a number of benefits for existing and future residents of Frome. This site was rejected by MDC at the site selection stage on the basis that it was a strategic site. We submit that such a strategic site is what is now required.

We acknowledge that the Inspector has identified areas to the north of Frome for the '505'. We consider this a far less sustainable location, being further from the train station/other town centre facilities and thereby encouraging the use of the private car (which we note is also the case in the rural villages). You will also have seen our representation to the Inspector concerning his reasoning for this, related to the strategy set by LPP1. We have suggested to him that he leaves the allocation to the Local Plan Review, which will come forward during the current Plan period. We trust that he will consider our suggestion and if he rejects it, give his justification for doing so.

We would ask that MDC also consider this representation. Making further allocations in the 3 villages which have seen disproportionate levels of growth already in the Plan period will be extremely unwelcome. Our historic villages now need a period in which to adjust to their increased size and assess the need for further development through a plan led system. These proposed allocations are Inspector led; MDC risk making allocations against their own Policies in a great hurry without the full consultation process. It seems possible that some of these allocations will be on sites that have previously been considered unsuitable for development. In NSP, for instance, we understand that you are considering 2 greenfield sites. One is the Mackley Triangle which was found unsuitable for development following a comprehensively dismissed Appeal in 2015, the Inspector concluding that development would be disproportionate and *"cause substantial harm to the character and appearance of the area"*. The other site is the field adjoining it which was not even put forward at the "Issues and Options" consultation or been subjected to a strategic appraisal. In Beckington an extension of the Redrow site was dismissed at Appeal, the Inspector noting that *"..under the plan - led system the approach is that there should be proportionate growth at the same level across all primary and secondary villages rather than concentrations at only a few"*.

We would suggest that rather than accept the Inspector's suggestion that you allocate these 505 dwellings in the North East your response could be to offer other options, such as deferral to the Single Plan review or a single strategic site around either Midsomer Norton or Frome, whether this be a sustainable urban extension or a new garden village.

Yours

Clive Abbott
Chair, NSP PC

Mark Wilson
Chair, Beckington PC

Peter Travis
Joint Chair, Rode PC

Terry Morrow
Joint Chair, Rode PC

From: The Chair of Norton St Philip PC, Clive Abbott (ncliveabbott@hotmail.com)
 The Chair of Beckington PC, Mark Wilson (markwilson173@gmail.com)
 The Joint Chairs of Rode PC, Peter Travis, Terry Morrow, Pat Banwell
 (peter_b_travis@hotmail.com ; tm_morrow@yahoo.co.uk ; patbanwell@hotmail.com)

To : Tracy Aarons, Deputy CE MDC

Copied to : Andre Sestini, Jo Milling (Planning Policy).

24th November 2019

Dear Tracy

LPP2-Inspector's Interim Note

We are writing further to our letter of 4th November 2019. Thank you for your acknowledgement of 11th November. I hope you will excuse us writing again before you have replied in any detail to the points raised in our letter. We understand, however, that MDC is likely to submit a response to the LPP2 Inspector by the end of this week. We further understand that your response is likely to accept the Inspector's Main Modification 5 and allocate the 505 dwellings at *"sites adjacent to Midsomer Norton and Radstock, and on sustainable sites at primary and secondary villages within this part of the District"*.

It appears that the number of dwellings that you are proposing to allocate to the 3 villages we represent may largely depend upon the allocation around Midsomer Norton /Radstock but that the balance is likely to be around 80 dwellings to be divided between the 3 villages. We continue to have very serious concerns about this approach, which is likely to result in allocations on sites previously considered unsuitable and on which you have not carried out any local consultation. Furthermore, in both Beckington and NSP it appears that you are considering allocations on sites recently refused for housing development by the Council itself and subsequently upheld by the Planning Inspectorate at Appeal. This raises serious questions about these allocations.

A Neighbourhood Plan is in place in Rode and is at an advanced stage in NSP. In NSP the sites being considered for allocation are owned by the same developer who has stalled the NP with an injunction relating to the referendum.

We understand that in selecting sites for the allocation of the 505 dwellings, you have only considered those submitted at the LP consultation and hearing. This does not appear to be a stipulation of the Inspector's, but a means of 'fast tracking' the allocations. We have therefore been given no opportunity to consult our communities on where allocations might be acceptable. The Inspector states at para 19

"There would also be a requirement for sustainability appraisal (SA) in relation to any additional housing sites put forward by the Council in MMs. This work could be undertaken so that its results could be consulted on, at the same time as the MMs."

We return to the suggestions put to both you in our letter of 4th November 2019 and to the Inspector in our representation of 3rd October 2019. Notwithstanding the fact that any allocations as suggested by the Inspector are contrary to your spatial strategy (as set out in our previous submissions), under the plan led system there should be proportionate growth at the same level across all of the villages in the District rather than at only a few.

We therefore ask again that you request the Inspector gives his reasoning for these allocations, pointing out that his proposal is causing very great concern in the villages affected. It appears to be in direct contravention of the approach endorsed by the LPP1 Inspector whereby the additional 505 dwellings were to be **"distributed in accordance with the plan's spatial strategy"** (para 101). It was on this basis that the Plan was found sound.

We would also ask you to refer him to our suggestion that the allocation of the '505' is deferred to the Local Plan Review, which would accord with the principle set out in the Secretary of State's letters of 2015 and 2019 (attached).

Yours

Clive Abbott; NSP PC

Mark Wilson; Beckington PC

Peter Travis, Pat Banwell, Terry Morrow; Rode PC

Appendix- Letters to The Planning Inspectorate from Greg Clark MP and James Brokenshire MP



Simon Ridley
Chief Executive
The Planning Inspectorate
Temple Quay House
2 The Square
Temple Quay
Bristol
BS1 6PN

Dear Simon,

Local Plans

Each local planning authority should produce a Local Plan for its area, and in doing so should proactively engage a wide section of the community so that Local Plans, as far as possible, reflect a collective vision for areas. The Government accords great importance to authorities getting up-to-date Local Plans in place and to supporting them in doing so as a priority.

We have recently seen significant positive plan-making progress: 82% of authorities have now published Local Plans and 64% adopted Plans compared with 32% and 17% in May 2010 respectively. It is imperative that this positive progress is maintained, and the Government is open to taking further measures to achieve this if needed.

As inevitably a plan cannot exactly account for future circumstances there is a real value in getting a Local Plan in place at the soonest opportunity, even if it has some shortcomings which are not critical to the whole plan. We have acknowledged this in planning guidance by setting out that Local Plans may be found sound conditional upon a review in whole or in part within five years of adoption.

The Planning Inspectorate plays an important role in examining plans impartially and publicly to ensure that they are legally compliant and sound, and many inspectors have already demonstrated commendable pragmatism and flexibility at examination to enable councils to get plans in place. I have, however, seen recent examples where councils are being advised to withdraw plans without being given the option to undertake further work to address shortcomings identified at examination.

In order to maintain plan-making progress and to recognise the cost and time to a council prior to submitting a plan, it is critical that inspectors approach examination from the perspective of working pragmatically with councils towards achieving a sound Local Plan. We will shortly make a Ministerial Statement on this issue, including the importance of inspectors

highlighting significant issues to councils very early on, and of giving councils full opportunity to address issues.

I will also clarify how early review may be used as a way of ensuring that a Local Plan is not unnecessarily delayed by seeking to resolve matters which are not critical to the plan's soundness or legal compliance as a whole. In this context I would highlight a recent note published by the Planning Advisory Service which highlights where a commitment to early review has featured in recently adopted Local Plans (http://www.pas.gov.uk/web/pas1/local-planning/-/journal_content/56/332612/7399006/ARTICLE.)

Please can you ensure that inspectors are aware of the Government's position, and that you update your procedural guidance and support to inspectors so that all Local Plan examinations take full account of this letter.

THE RT HON GREG CLARK MP



**Ministry of Housing,
Communities &
Local Government**

The Rt Hon James Brokenshire MP
*Secretary of State for Housing, Communities and
Local Government*

**Ministry of Housing, Communities and Local
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London SW1P 4DF

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Sarah Richards
Chief Executive
Planning Inspectorate

18 June 2019

Dear Sarah,

The Government wants to see every community covered by an up-to-date plan for sustainable development - meaning that communities are in control of development and are not exposed to speculative development. As made clear in the National Planning Policy Framework, the preparation and implementation of these plans is key to achieving sustainable development.

I recognise the important role that the Planning Inspectorate plays in examining local plans on my behalf and I am committed to ensuring the independence of the examination process. If local people and their representatives are to see the plan as an important platform for shaping their surroundings then they must have confidence that examination of the plan is fair and open and that decisions are made impartially. They are also right to expect that examination will be efficient, timely and easy to engage with.

I do not generally have a role in the examination of local plans. However, this letter – which I am publicising on gov.uk – reminds inspectors and local authorities that Parliament has given me a number of legal powers that, where justified, allow me to become involved in plan making. This includes powers to notify or direct the Inspectorate to take certain steps in relation to the examination of the plan¹ or to intervene to direct modification of the plan or that it is submitted to me for approval². I am frequently asked by those affected by the plan making process to consider use of these powers and must look at each of these requests on a case by case basis. This includes requests from Members of Parliament, who have a legitimate interest in the progress of local plans in their areas and are accountable to their electorates. I am pleased that the Planning Inspectorate's published Procedural Practice encourages MPs to participate in the examination hearing sessions even if they did not make a representation and I would encourage their involvement in this way.

I am grateful for the work that the Planning Inspectorate does in providing factual information to my officials on the progress of examinations that allows them to advise me

¹ S.20(6A) Planning and Compulsory Purchase Act 2004 (as amended)

² S 21 Planning and Compulsory Purchase Act 2004 (as amended)

on whether use of my powers would be appropriate. However, I think more can be done to make the provision of this factual information more routine and transparent. For this reason, I am writing formally to set out two changes to our arrangements for sharing information that will be in place from immediate effect.

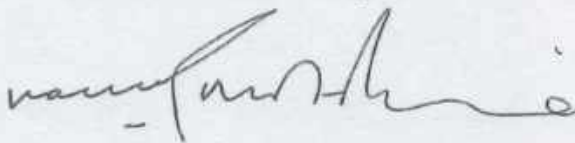
These changes are:

1. On a quarterly basis the Planning Inspectorate will publish a report that sets out the plans that are expected to be submitted for examination in the following 6-month period. I ask that this report be published on the Planning Inspectorate website. Clearly this can only be as good as the information received from local authorities, and I am arranging for this to be drawn to the attention of local authorities to remind them of the importance of giving clear timetables;
2. The Planning Inspectorate will share all post-hearing advice letters, letters containing interim findings, and any other letters which raise soundness or significant legal compliance issues, as well as fact check³ reports, with my department on a for information basis, at least 48 hours in advance of them being sent to the Local Planning Authority.

These arrangements are in addition to asking you to continue to respond positively to routine requests for information that arise on a case by case basis. I ask that you update the Planning Inspectorate procedural guidance to be clear that these arrangements are in place. I will ask the Chief Planner to write to Local Planning Authorities to draw their attention to this matter.

Finally, on the substance of plan examinations, I wanted to stress to inspectors – who are doing a challenging job – the importance of being pragmatic in getting plans in place that, in line with paragraph 35 of the NPPF, represent a sound plan for the authority and consistent in how they deal with different authorities. We support and expect Inspectors to work with LPAs to achieve a sound plan, including by recommending constructive main modifications in line with national policy. In this regard, I would reiterate the views set out by the Rt Hon Greg Clark MP in his 2015 letter, which I attach, on the need to work pragmatically with councils towards achieving a sound plan.

Yours sincerely,



RT HON JAMES BROKESHIRE MP

³ The fact check report is the version of the report the Planning Inspectorate sends to the LPA to check for factual errors or inconsistencies. The final report is issued after this process has been completed.

Forward Planning – to bring to the Parish Council every quarter:– June/September/December/March

	Date	Item	Financial consideration	Update
1	Feb 2018	Moving the 30mph signs to their original positions, with gates outside no. 3 and at the bottom of the hill.	Feb 2018 Parish Council agreed to fund £2,000, this being 50% of the works.	April 2018 - This is waiting to go on the Somerset CC schedule of works. Cllr Pullin confirmed he would chase this when he sent apologies for the 17/9/18 meeting. Cllr Drewe said he would follow it up at the 17/9/18 meeting. Clerk chased 22/10/18 via Sara Davis. 18/3/19 Cllr Drewe reported this was in hand for the following month. 4/6/19 Clerk chased Sara Davies for a meeting to pursue this and the Armco barriers and parking outside the pub. Response received 25/6/19 for the 15/7/19 PC agenda. Since then the County Councillors and neighbouring parishes have met to discuss the 40mph limit from Norton St Philip to the White Post roundabout.
2	March 2018	Missing bollard at the Treatment works	None	<p>Noted that subject to budget constraints, Sustrans has confirmed it will try to schedule the replacement of the bollard in works for the financial year 2018 19 7/4/19: I'm sorry we ended up a bit overspent on this year's maintenance work. I'd like to do this in the next few months but I haven't started planning this year's work. If you've not heard back from me by the end of May could you email me for an update please?</p> <p>Kind regards, Alistair</p> <p>Alistair Millington Land Manager – England South</p> <p>Clerk chased for an update 4/6/19. 7/6/19 update from Sustrans:</p>

3	May 2018	Dog waste bin on the cycle path	50% of cost of dog bin £228.09 plus installation. With Sustrans paying the remaining 50% and Mendip DC emptying it.	We'll be carrying out a number of jobs on the path between September and Christmas and I intend to do these two jobs as part of this work. I have set aside a sum for the dog bin. I hope to have enough for the bollard but I've not given much thought to the specification yet. I gather previous bollards have been removed. Agreed at Parish Council 21/5/18. Chased 7/4/19. Chased 4/6/19. See above message of 7/6/19 from Sustrans.
4	Sept 2018	Review of leases	No cost to the Parish Council	Costs for reviewing the leases sent to the landlord Sept 2018. Followed up in March 2019 with a request for the revised leases for consideration without prejudice. Liaison with the landlord's solicitor is ongoing at 17/6/19. Meeting with Ben Short 15/7/19. Awaiting the draft leases and Cllr Brand seeking a quote from another solicitor. To schedule painting/ varnishing of the noticeboards in 2022.
5	July 2019	Noticeboards at Coles Garden and the spiral garden		
6	Nov 2019	Stabilising the goal posts -- Agreed that both goalposts should be moved and put in line, with top soil in the worn areas in the Spring		

7	Nov 2019	The hedge which abuts the garden machinery car park – Many thanks to Cllr Ham for cutting the hedge. Agreed to review this again before the end of February.		
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