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To: TDP Cllrs; Brittain, Ducker, Harrison, Lovell (Vice-Chair), Makin, Nicklin (Chair)
All other recipients for information only.

09 November 2022

Dear Councillor

Summons

You are summoned to a meeting of the Town Development & Planning Committee (TDP) of Shepton Mallet Town Council for the transaction of the business shown on the agenda below. To be held at 7 pm on **Tuesday, 15 November 2022** in the Council Chamber, Mendip District Council Offices, BA4 5BT

Public Participation

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 extended by the Local Government Act 1972 Section 100 unless precluded by the Town Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the beginning of the meeting providing that prior notice has been given by noon on the day of the meeting on: info@sheptonmallet-tc.gov.uk or 01749 343984.

Any issues raised during the public session should relate to the remit of the committee. No resolution for action can be taken unless already identified on the agenda. A record of public participation shall not be included in the Minutes, but as an appendix note to the Minutes of the meeting.

The public question time shall not exceed 30 minutes unless by resolution to suspend standing orders or at the discretion of the chairman. If a member of public wishes to share a document with council, these documents must be submitted to Info@sheptonmallet-tc.gov.uk by noon on the day of the meeting.

The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership. Members are reminded of their duty under the Code of Conduct.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Claire Commons', is written over a horizontal blue line.

Claire Commons FdA (Comm Gov), Fellow SLCC, Town Clerk

TOWN DEVELOPMENT & PLANNING COMMITTEE

Agenda

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	To receive and consider for acceptance, apologies for absence(1 min) <i>(Local Government Act, 1972 s.85)</i>	
TDP8.2	DECLARATIONS OF INTEREST.....	4
	To declare interests relating to the business of the meeting and receive dispensation requests.....(1 min) <i>(Shepton Mallet Town Council Code of Conduct, 2019)</i>	
TDP8.3	MINUTES.....	5
	To receive the minutes of the previous meeting of the Town Development & Planning Committee.....(1 min) <i>(Local Government Act 1972 Sch 12)</i>	
TDP8.4	OFFICER REPORT TO THE COMMITTEE.....	6
	To receive reports pertaining to the Town Development & Planning Committee.....(3 min) <i>(Local Government Act 1972 Sch 12)</i>	
TDP8.5	PLANNING APPLICATIONS FOR CONSIDERATION.....	8
	To consider responses to (but not limited to) the following planning applications.....(10 mins) <i>(Local Government Act 1972 Sch 12)</i> Land behind 30 Coombe Lane, Shepton Mallet Land at Harefield, Compton Road, Shepton Mallet 5-5A, 7-7A, 9-9A, 11-11A Queens Road, 1-8, 10, 12, 14, 16 Springfield Court, Shepton Mallet, BA4 5TF 31 The Sidings, Shepton Mallet, BA4 5FJ Field House, Cannards Grave Road, Shepton Mallet, BA4 4LU Barren Down House, Leg Square, Shepton Mallet, BA4 5LL	
TDP8.6	TO RATIFY PLANNING APPLICATIONS CONSIDERED UNDER DELEGATED AUTHORITY.....	11
	To ratify planning applications considered under delegated authority.(1 min) <i>(Town and Country Planning Act, 1990 sch.1 para.8)</i> 16 Charlton Road, Shepton Mallet, BA4 5NY 57 Compton Road, Shepton Mallet, BA4 5QT Hill House, Cats Ash, Shepton Mallet, BA4 5EH	

Anticipated meeting end time 7.30pm

Date of next meeting:

6 December 2022

TDP8.1 Apologies

To receive and consider for acceptance, apologies for absence

(1 min)

(Local Government Act, 1972 s.85)

Report Author: Assistant Town Clerk (Planning and Amenities)

TDP8.1.1 Background

- a The Council (including committees) should approve (or not) the reason for apologies given by absent councillors. If a council member has not attended a meeting of the council (or its committees) or has not tendered apologies which have been accepted by the council (or committee), for six consecutive months, they are disqualified.
- b Councillors are holders of public office and summoned to the meetings of the Council and its committees.

TDP8.1.2 Apologies received and reason

- a Cllr Brittain owing to a personal commitment.

TDP8.1.3 Recommendation

- a That the meeting accepts or rejects each of the apologies presented. A press release is not required for this decision.

TDP8.1.4 Reason for Recommendation

- a Accepting apologies resets the six-month absence rule.

(End)

TDP8.2 Declarations of Interest

To declare interests relating to the business of the meeting and receive dispensation requests.

(1 min)

(Shepton Mallet Town Council Code of Conduct, 2019)

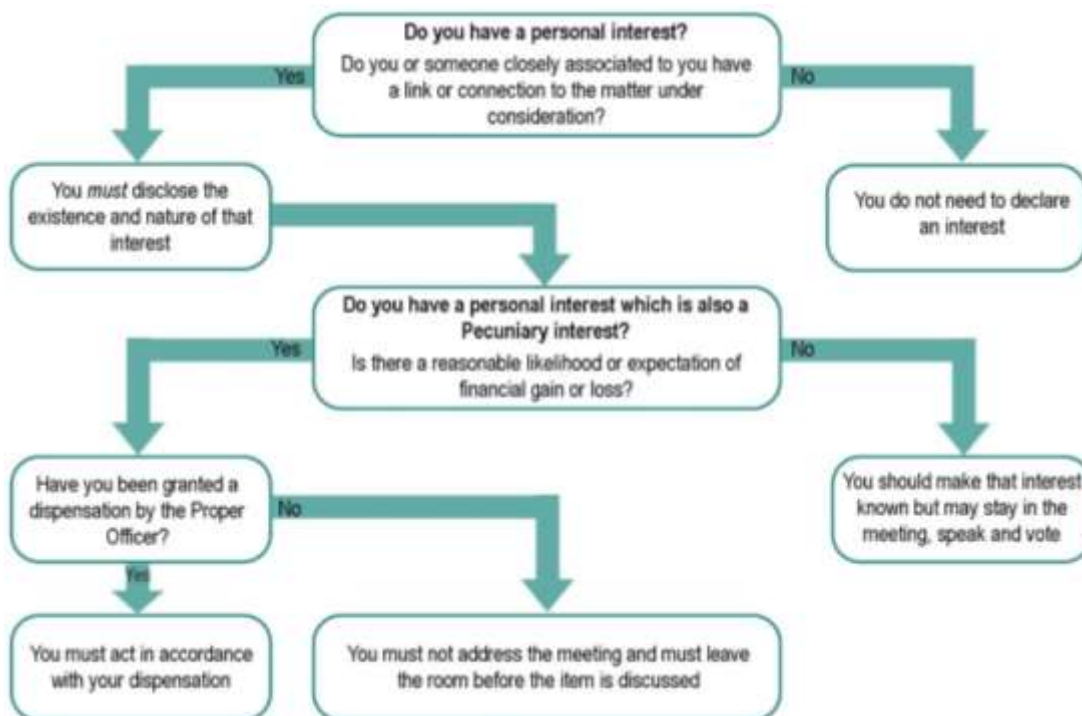
Report Author: Assistant Town Clerk (Planning and Amenities)

TDP8.2.1 Background

- a Members and Officers are reminded of their obligations to declare interests in accordance with the Code of Conduct 2019. The Clerk will report any dispensation requests received.
- b Where a matter arises at a meeting which relates to a councillor's interest, the councillor has the responsibility of declaring that interest in accordance with the adopted code of conduct. (Shepton Mallet Town Council Code of Conduct, 2019)

TDP8.2.2 Recommendation

- a To note the declarations made during the meeting.



(End)

TDP8.3 Minutes

To receive the minutes of the previous meeting of the Town Development & Planning Committee. (1 min)

(Local Government Act 1972 Sch 12)

Report Author: Assistant Town Clerk (Planning and Amenities)

TDP8.3.1 Background

- a When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting and the resolutions made at them. It is irrelevant if the chairman or other councillors were not present at the meeting to which the draft minutes relate.
- b If it is necessary for the draft minutes of the previous meeting to be corrected because of inaccuracies then the amendments to the draft minutes must be approved by resolution. *(Tharmarajah, 2013, p. 154).*

TDP8.3.2 Recommendation

- a That the minutes of [04/10/2022](#) be approved for signing as a true record of the decisions taken. Completion of this resolution to be no later than Tuesday 22 November 2022. A press release is not required for this decision.

(End)

TDP8.4 Officer Report to the Committee

To receive reports pertaining to the Town Development & Planning Committee.

(3 min)

*(Local Government Act 1972 Sch 12)***Report Author:** Assistant Town Clerk (Planning and Amenities)**TDP8.4.1 Summary**

- a Reports provided within this item are to be received, they provide updates on decisions already taken by the Committee and actions taken under the Scheme of Delegation (where not previously reported).

TDP8.4.2 Planning Applications Decided since last meeting

Application No.	Address	Town Council Response	Mendip District Council Decision
2022/1377/ADV	1 Mendip Avenue, Shepton Mallet, BA4 4PE	Supported	Approved 30/09/2022
2022/1730/FUL	3 Drill Hall Lane, Shepton Mallet, BA4 5AR	Supported	Approved 06/10/2022
2022/1676/TCA	The Hollies, Leg Square, Shepton Mallet, BA4 5LH	Supported	Approved 12/10/2022
2022/1040/FUL	Travis Perkins, Crown Trading Estate, Shepton Mallet, BA4 5QQ	Not Supported	Approved 15/10/2022

TDP8.4.3 Planning Applications Withdrawn

Application No.	Address	Town Council Response
2022/1637/TCA	11 Paul Street, Shepton Mallet, BA4 5LD	Supported
2022/1135/FUL 2022/1136/LBC	Downside House, Bath Road, Downside, Shepton Mallet	Supported
2022/1688/ADV	High Street Roundabout, Shepton Mallet	Not supported

TDP8.4.4 Sunday Market Support

- a A response has been received from the Shepton Experience CIC who have declined the Town Council's offer of support.

TDP8.4.5 Economic Regeneration Working Party

- a To receive a verbal update from the Chair.

TDP8.4.6 Recommendation

- a That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees

TDP8.4.7 Reason for Recommendation

- a To keep members updated on committee actions and information.

(End)

TDP8.5 Planning Applications For Consideration

To consider responses to (but not limited to) the following planning applications

(10 mins)

(Local Government Act 1972 Sch 12)

Report Author: Assistant Town Clerk (Planning and Amenities)

TDP8.5.1 Summary and Background information

- a Planning applications listed below have been received and require comments to be submitted to the Local Planning Authority. Prior to the meeting, members are urged to view the planning application using the link below and to visit the site to understand local context.
- b As part of the town council's response to planning proposals it should provide material planning reasons for its comments, be they of support or objection. Simply stating 'no objection' is insufficient as there is a requirement to give reasons for that decision.

Material Planning Reasons

Biodiversity	Design
Economic Benefits	Effect on the Appearance of the Area
Flooding Issues	Height
Heritage	Impact on Access
Impact on Light	Landscape
Local or Government Policy	Noise/Disturbance
Other	Overlooking/Loss of Privacy
Parking	Residential Amenity
Road Safety	Traffic or Highways

- c To assist, here are a few examples as to how you might word something to give material planning reason for your thoughts.

Examples

House Extension	No Objection as limited impact on amenity of neighbouring property
	Or
	Objection as will have detrimental impact on neighbouring property
<hr/>	
New dwelling	Support, design is in keeping with locality
	Or
	Objection as design is not in keeping with local area
<hr/>	
Vehicular Access	Support, will have no impact on road safety given proposed visibility splays
	Or
	Objection as visibility is poor in this location and traffic speeds are high.

2022/2100/TCA Bo Walsh	T1-T4 Ash – Fell due to Ash dieback. Land behind 30 Coombe Lane, Shepton Mallet	21/10/2022
2022/2117/FUL Carlton Langford	Erection of a dwelling with associated access, parking and amenity space. Land at Harefield, Compton Road, Shepton Mallet	21/10/2022
2022/1932/FUL Joseph Leesam	Installation of new bin stores. 5-5A, 7-7A, 9-9A, 11-11A Queens Road, 1-8, 10, 12, 14, 16 Springfield Court, Shepton Mallet, BA4 5TF	26/10/2022
2022/2121/HSE Oliver Down	Installation of PV solar panels to existing bungalow roof. 31 The Sidings, Shepton Mallet, BA4 5FJ	27/10/2022
2022/2142/TCA Bo Walsh	Sycamore – Fell. Field House, Cannards Grave Road, Shepton Mallet, BA4 4LU	27/10/2022
2022/2214/TCA Bo Walsh	T1 (Douglas Fir) - Fell. Barren Down House, Leg Square, Shepton Mallet, BA4 5LL	09/11/2022

TDP8.5.2 Scheme of Delegation

- a The Town Development and Planning Committee has delegation to submit observations on behalf of the Council.

TDP8.5.3 Legal Authority and Implication

- a The Town Council is a consultee but does not have the authority to determine planning applications. The Council has the power to be notified of planning applications affecting the Council's area and to comment.
(Town and Country Planning Act, 1990 sch 1 para8)

TDP8.5.4 Recommendation

- a That the committee provides its response on the listed planning applications and considers responses to applications received without notice, in the form Support or Objection with supporting reasons. Delegate to the Town Clerk all details in discharging this decision. Completion of this resolution to be no later than Wednesday, 13 July 2022. A press release is not required for this decision.

TDP8.5.5 Reason for Recommendation

- a To fulfil the Council's responsibility and exercise its views as a statutory consultee.

(End)

TDP8.6 To Ratify Planning Applications Considered under Delegated Authority

To ratify planning applications considered under delegated authority.

(1 min)

(Town and Country Planning Act, 1990 sch.1 para.8)

Report Author: Assistant Town Clerk (Planning and Amenities)

TDP8.6.1 Summary

- a The TD&P Committee meeting which was due to be held on 25th October was cancelled owing to the lack of business. The committee were asked to give consideration under delegated authority via email.

TDP8.6.2 Planning Applications Received and Committee Decision

2022/2008/HSE Jennifer Alvis	Removal of existing front pantry building and side porch. New kitchen extension and entrance at the front of the house, new pitched roof over existing sunroom at the back of the property, new rooflights, replacement of all the windows and internal alterations. 16 Charlton Road, Shepton Mallet, BA4 5NY	Members supported this application.
2022/2032/HSE Joseph Leesam	Erection of rear conservatory. 57 Compton Road, Shepton Mallet, BA4 5QT	Members supported this application.
2022/2088/TCA Bo Walsh	T1 & T2 – Ash – Remove due to early signs of ash dieback (Hymenoscyphus fraxineus). Hill House, Cats Ash, Shepton Mallet, BA4 5EH	Members supported this application.

TDP8.6.3 Legal Authority and Implication

- a The Town Council is a consultee but does not have the authority to determine planning applications. The Council has the power to be notified of planning applications affecting the Council's area and to comment (Town and Country Planning Act, 1990 sch 1 para8).

TDP8.6.4 Town Plan Reference

- a Place Making: Improve the Built Environment by working with partners to protect it.

TDP8.6.5 Recommendation

- a That the Committee ratifies the decisions taken under delegated authority.

TDP8.6.6 Reason for Recommendation

- a To formalise the decisions taken under delegated authority.

(End)