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

08 February 2023

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 6.30 pm on **Tuesday, 14 February 2023** in the Committee Room, 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

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

TOWN DEVELOPMENT & PLANNING COMMITTEE

Agenda

TDP9.1	APOLOGIES.....	3
	To receive and consider for acceptance, apologies for absence(1 min) <i>(Local Government Act, 1972 s.85)</i>	
TDP9.2	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>	
TDP9.3	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>	
TDP9.4	OFFICER REPORT TO THE COMMITTEE.....	6
	To receive reports pertaining to the Town Development & Planning Committee..... (4 min) <i>(Local Government Act 1972 Sch 12)</i>	
TDP9.5	PLANNING APPLICATIONS FOR CONSIDERATION.....	8
	To consider responses to (but not limited to) the following planning applications:(15 mins) <i>(Local Government Act 1972 Sch 12)</i> Pitch 1 Commercial Road, Shepton Mallet, Land at 361978 142529 Compton Road, Shepton Mallet, 1 Forum Terrace, Forum Lane, Shepton Mallet BA4 5JN Maplestone Quarr, Shepton Mallet, BA4 5NP	
TDP9.6	TO RATIFY PLANNING APPLICATIONS CONSIDERED UNDER DELEGATED AUTHORITY.....	10
	To ratify planning applications considered under delegated authority.(3 min) <i>(Town and Country Planning Act, 1990 sch.1 para.8)</i> 9 West End Court, Shepton Mallet, BA4 5WW Public Open Space East of 14 to 20 Elm Way, Shepton Mallet Unit 4A, Townsend Shopping Park, Townsend, Shepton Mallet Land at Bath Road, Kilver Street Hill, Ridge Lane, Downside, Shepton Mallet Ham Mills Yard, Wells Road, Shepton Mallet, BA4 5JH Woodlands Farmhouse, Brewery Lane, Shepton Mallet, BA4 5QD 6 High Street, Shepton Mallet, BA4 5AN Licensing Applications	

Anticipated meeting end time 6.55pm

Date of next meeting:

7 March 2023

TDP9.1 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)

TDP9.1.1 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.

TDP9.1.2 Apologies received and reason

- a Cllr Brittain & Ducker owing to a personal commitment and Cllr Lovell owing to conflicting work commitments.

TDP9.1.3 Recommendation

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

TDP9.1.4 Reason for Recommendation

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

(End)

TDP9.2 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)

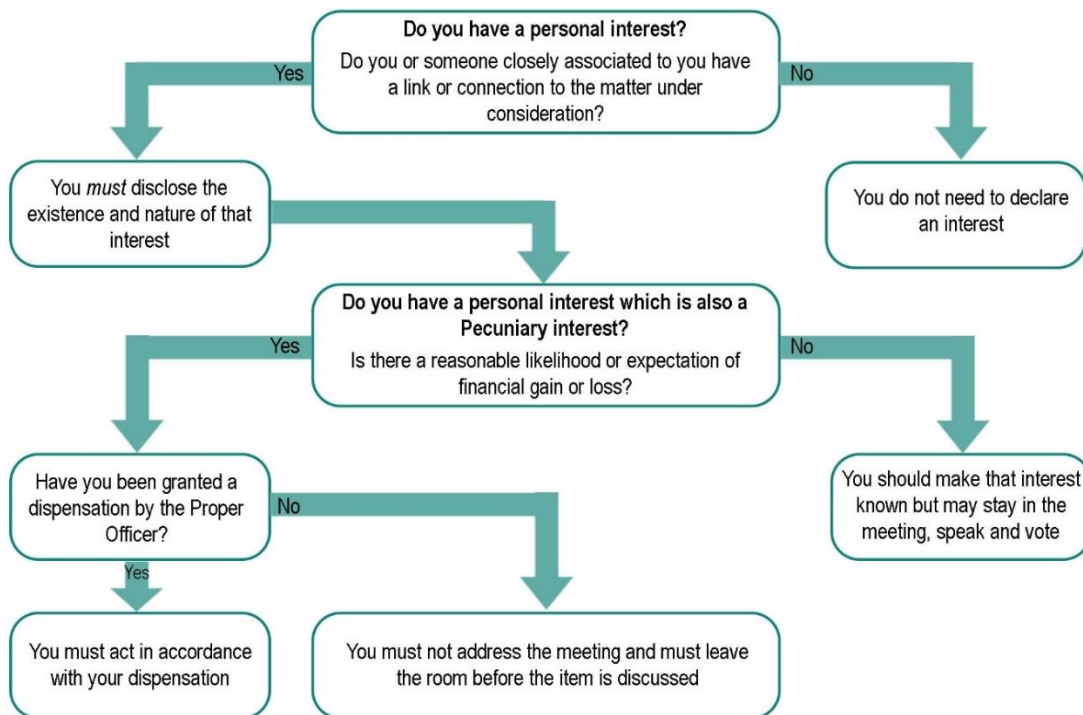
Report Author: Assistant Town Clerk (Planning and Amenities)

TDP9.2.1 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)

TDP9.2.2 Recommendation

- a To note the declarations made during the meeting.



(End)

TDP9.3 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)

TDP9.3.1 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).*

TDP9.3.2 Recommendation

- a That the minutes of [15/11/2022](#) be approved for signing as a true record of the decisions taken. Completion of this resolution to be no later than Tuesday 21 February 2023. A press release is not required for this decision.

(End)

TDP9.4 Officer Report to the Committee

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

(4 min)

*(Local Government Act 1972 Sch 12)***Report Author:** Assistant Town Clerk (Planning and Amenities)**TDP9.4.1 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).

TDP9.4.2 Planning Applications Decided since last meeting

Application No.	Address	Town Council Response	Mendip District Council Decision
2022/2008/HSE	16 Charlton Road, Shepton Mallet, BA4 5NY	Supported	Approved 23/11/2022
2022/1695/ADV	Whitstone Hill Roundabout, Shepton Mallet	Not supported	Approved 25/11/2022
2022/0826/HSE	Park Farm House, Forum Lane, Shepton Mallet, BA4 5JL	Supported	Approved 25/11/2022
2022/1973/FUL	Play Area, Collett Park, Park Road, Shepton Mallet, BA4 5BP	Not consulted as SMTC is the applicant	Approved 29/11/2022
2022/1340/FUL	Southview Barn, Bath Road, Downside, Shepton Mallet	Supported	Approved 30/11/2022
2022/2032/HSE	57 Compton Road, Shepton Mallet, BA4 5QT	Supported	Approved 09/12/2022
2022/2142/TCA	Field House, Cannards Grave Road, Shepton Mallet, BA4 4LU	Supported	Approved 13/12/2022
2022/2214/TCA	Barren Down House, Leg Square, Shepton Mallet, BA4 5LL	Supported	Refused - TPO required 20/12/2022
2022/0105/LBC	Old Manor House, Ham Lane, Shepton Mallet, BA4 5JR	Supported	Approved 20/12/2022

2022/2215/TPO	9 West End Court, Shepton Mallet, BA4 5WW	Supported	Approved 17/12/2022
2022/1757/TPO	The Tree House, 36 Nightingale Grove, Shepton Mallet, BA4 5PZ	Supported	Approved 17/12/2022
2022/2121/HSE	31 The Sidings, Shepton Mallet, BA4 5FJ	Supported	Approved 21/12/2022
2022/1743/TPO	Units 3a to 3b Mendip Avenue, Shepton Mallet BA4 4PE	Not supported	Approved 21/12/2022
2022/2100/TCA	Land behind 30 Coombe Lane, Shepton Mallet	Supported	Approved 22/12/2022
2022/1932/FUL	5-5A, 7-7A, 9-9A, 11-11A Queens Road, 1-8, 10, 12, 14, 16 Springfield Court, Shepton Mallet, BA4 5TF	Supported	Approved 06/01/2023
2022/1711/HSE 2022/1712/LBC	17 Great Ostry, Shepton Mallet, BA4 5TT	Supported	Approved 11/01/2022

TDP9.4.3 Applications with additional or received information

2022/0212/REM	Approval of reserved matters (access, appearance, landscaping, layout, scale) for application 2018/0743/OTA (Outline planning application (with matters reserved) for the erection of up to 7 Land at Sherring Road, Shepton Mallet	Committee needs to decide whether to submit a formal comment.	01/02/2023
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TDP9.4.4 Economic Regeneration Working Party

- a To receive a verbal update from the Chair.

TDP9.4.5 Recommendation

- a That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees
- b Committee needs to decide whether to submit a formal comment on TDP9.4.3

TDP9.4.6 Reason for Recommendation

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

(End)

TDP9.5 Planning Applications For Consideration

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

(15 mins)

(Local Government Act 1972 Sch 12)

Report Author: Assistant Town Clerk (Planning and Amenities)

TDP9.5.1 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.

<p>2022/2507/FUL</p> <p>Carlton Langford</p>	<p>Owner and applicant of the vacant plot intended to accommodate a takeaway van.</p> <p>Pitch 1 Commercial Road, Shepton Mallet,</p>	<p>06/02/2023</p>
<p>2023/0207/FUL</p> <p>Lorna Elstob</p>	<p>Creation of a field access (Retrospective)</p> <p>Land at 361978 142529 Compton Road, Shepton Mallet,</p>	<p>06/02/2023</p>
<p>2023/0213/LBD 2023/0212/HSE</p> <p>Zoe Maclennan</p>	<p>Alteration works to fenestration to rear West Elevation and garden landscape works.</p> <p>1 Forum Terrace, Forum Lane, Shepton Mallet BA4 5JN</p>	<p>07/02/2023</p>
<p>2023/0202/LBC 2023/0201/HSE</p>	<p>2 roof lights to be installed on rear / North East elevation. Refurbish existing garden structure and fit new roof.</p> <p>Maplestone Quarr, Shepton Mallet, BA4 5NP</p>	<p>09/02/2023</p>

TDP9.5.2 Scheme of Delegation

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

TDP9.5.3 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)

TDP9.5.4 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.

TDP9.5.5 Reason for Recommendation

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

(End)

TDP9.6 To Ratify Planning Applications Considered under Delegated Authority

To ratify planning applications considered under delegated authority.

(3 min)

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

Report Author: Assistant Town Clerk (Planning and Amenities)

TDP9.6.1 Summary

- a The TD&P Committee meetings which were due to be held on 6th December, 3rd January 2023 and 24th January 2023 were cancelled owing to the lack of business. The committee were asked to give consideration under delegated authority via email.

TDP9.6.2 Planning Applications Received and Committee Decision

2022/2215/TPO Bo Walsh	M343: T1 (Willow) - Trim by 2-3m. 9 West End Court, Shepton Mallet, BA4 5WW	Members supported this application.
2022/2043/TPO Bo Walsh	T4 (Sycamore) - Crown lift by 5m. M1098: T7 (Sycamore) - Crown lift by 6m. Public Open Space East of 14 to 20 Elm Way, Shepton Mallet	Members supported this application.
2022/1489/VRC Nikki White	Application to vary condition 33 (opening hours - 08:00-22:00) of planning approval 118/085/004 to 24 hours. <i>Re-consultation owing to missing information on original application.</i> Unit 4A, Townsend Shopping Park, Townsend, Shepton Mallet	Comments from 24/08/2022 still stand: Members supported this application, subject to a more subdued night-time lighting solution in the car park to help reduce light pollution in Shepton Mallet.
2022/2335/HDG Bo Walsh	Removal of 6no. hedgerow to facilitate the construction of new water mains to reinforce the network around Shepton Mallet. Land at Bath Road, Kilver Street Hill, Ridge Lane, Downside, Shepton Mallet	Members supported this application.
2022/2398/HSE Charlotte Rogers	Proposed first floor extension and external alterations. Ham Mills Yard, Wells Road, Shepton Mallet, BA4 5JH	Members supported this application.

<p>2022/2277/LBC Jayne Boldy</p>	<p>Replace 2 softwood exterior doors on south elevation with solid oak board doors. Reinstate window opening on first floor of east elevation and install oak and steel casement window. Removed hard cement mortar from south elevation and repoint with lime mortar.</p> <p>Woodlands Farmhouse, Brewery Lane, Shepton Mallet, BA4 5QD</p>	<p>Members supported this application.</p>
<p>2023/0003/LBC Jayne Boldy</p>	<p>Installation of kitchen extract ducting through rear single storey shallow-pitched roof.</p> <p>6 High Street, Shepton Mallet, BA4 5AN</p>	<p>Members supported this application.</p>

Licensing Applications

a New Street Trading Application WK/202208680 - RAMs Kebabs

Shepton Mallet Town Council does not support this application for the following reasons:

- The proposed site is near two existing takeaway outlets which both attract substantial vehicular traffic on a very busy road. Adding a third outlet to this area is likely to cause further congestion and could also pose a danger to members of the public accessing both the town and the outlets on foot;
- The hours of business would cause a nuisance to residents as the other outlets cease takeaway trading earlier in the evening. There is a risk to increased crime and disorder;
- The town council considers that one of the gateways to the town is not an appropriate location for a food vehicle in an area which has been run down for a number of years (former Commercial Road café).

The licensing dept should be aware that we understand an application for housing is soon to be made on the site of the former Commercial Road café, this may influence your decision making.

b Premises Licence Application: Black Bee Honey Ltd, Unit A-G-5, Anglo Trading Estate, Commercial Road, Shepton Mallet, Somerset, BA4 5BY

- Members supported this application

TDP9.6.3 **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).

TDP9.6.4 **Town Plan Reference**

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

TDP9.6.5 Recommendation

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

TDP9.6.6 Reason for Recommendation

- a To formalise the decisions taken under delegated authority.

(End)