

Councillors are hereby summoned and members of the public and press are invited, to attend a meeting of the **Planning and Highways Committee** of Crewkerne Town Council to be held on **Monday 18 December 2023** in Council Chambers, Town Hall, Market Square, Crewkerne at 18.45.

Note:

Members of the public who wish to view the meeting proceedings, either in real time or afterwards, can access the meeting through the following link:

<https://www.youtube.com/channel/UCTA9K-7L4Onjcli2Gtz7tCg>

K Sheehan, Town Clerk (signed on original)
Tuesday 12 December 2023

Agenda

Open Forum: Questions may be put to the Committee in person during this Public Participation Session of up to 15 minutes and a maximum of 3 minutes per person. Issues received by the Clerk a minimum of 3 working days before the meeting (i.e., by 5pm on the preceding Wednesday) will receive a response during this session. Issues raised in this session without prior notice may be referred to the Clerk to respond to within 10 working days or listed on a subsequent agenda.

- 1. To note apologies for absence.**
- 2. Declarations of interest in items on the agenda.**
(NB this does not preclude later declarations).
- 3. To confirm the minutes of the previous meeting** on Monday 13th November 2023.
- 4. To receive the Clerk's update report.**
- 5. To consider Planning Applications as per the list available on website or via Town Council office.**
Please note that the Town Council is a Statutory Consultee for Planning Applications and as such does not make decisions on any application. Any recommendations and comments this Committee make will be fed into the planning process. Somerset Council is the Planning Authority and will issue the decision notices on all applications.
- 6. To receive planning decision notices from Somerset Council.**
- 7. To receive the updated Action Status Report.**
- 8. To consider a request for better litter and dog bin provisions in the Kithill area**
- 9. Traffic Survey – to note the response from Somerset Council**
- 10. To receive a report from the Neighbourhood Plan Steering Group.**
- 11. Date of next meeting:** Monday 8th January 2024, 18.45, Council Chamber.

**Planning and Highways Committee Meeting
Monday 18th December 2023**

Item 5 – New Applications – Somerset Council

- 23/02840/TCA **To note - Beechfields Mount Pleasant Crewkerne Somerset TA18 7AH**
Notification of intent to carry out tree surgery works to No.07 trees within Conservation Area
- 23/02482/ADV **9 Market Street Crewkerne Somerset TA18 7JP**
Display of 4 No non-illuminated fascia signs and 1 No. non-illuminated projecting sign
- 23/02894/LBC **9 Market Street Crewkerne Somerset TA18 7JP**
Replace existing signage with new fascia signage and a projecting sign in front of shopfront. Paint shopfront anthracite grey as existing grey paint is dilapidating
- 23/02861/FUL **Cloudhill, Hewish Lane, Crewkerne Somerset TA18 8RE**
Erection of a stable block
- 23/02583/COL **2 Station Road Crewkerne Somerset TA18 8AJ**
Application for Lawful Development Certificate for the existing driveway

Item 6 – To receive planning decision notices from Somerset Council

- 23/02271/TPO **4 Lambourne Court Crewkerne Somerset TA18 7DF**
Application to carry out Tree Surgery works to No. 1 Tree as shown within the South Somerset District Council (CREW 1) 2007 Tree Preservation Order

APPROVED
- 23/02419/LBC **One Stop Community Stores Ltd 8 Market Street Crewkerne TA18 7LA**
Repairs to Listed Building, including light clean of the front façade, defrass loose material and repaint in lime mortar. Replacement of an area of mortar with stonework. Remedial works to copings where required and mortar repairs and clean of stonework to the portico.

APPROVED
- 23/02695/TCA **St Bartholomews Churchyard Abbey Street Crewkerne Somerset TA18 7HX**
Notification of intent to carry out Tree Surgery Works to No. 1 Tree (T8) within a Conservation Area.

DECIDED
- 23/02673/LBC **18 East Street Crewkerne Somerset TA18 7AG**
Replace rear elevation windows and doors with timber casement windows and timber doors of similar design.

APPROVED
- 23/02672/HOU **18 East Street Crewkerne Somerset TA18 7AG**
Replace rear elevation windows and doors with timber casement windows and timber doors of similar design.

APPROVED

| | Subject | Action | Status | Responsibility | Status |
|---------------|---|---|---|---|---|
| Jul-20 | Millers Garage | To keep on matrix with regular updates | To keep on matrix with regular updates. Jul 23: Awaiting information from Commercial Property Land Development Manager at Somerset Council. Aug 23: awaiting planning application to be submitted | Clerk/Deputy Clerk | Ongoing |
| Nov-20 | Ongoing issues with many gullies in the town | Deputy Clerk is putting together a spreadsheet of problems. | Nov 22: Ongoing contact with Highways. Budget spent, however clearance can be organised for urgent jobs. May23. To be readdressed in upcoming site meeting with Somerset Council in June. Yearly jet washing will take place, awaiting schedule Dec 23: Jet washing completed in May and October | Deputy Clerk/Highways | Ongoing |
| Dec-20 | Diversion of Henley footpath railway crossing proposed by Network Rail and associated with the planning approval for a development on land at the top of Kithill. | Following a presentation from Network Rail, it was agreed to organise a site meeting to allow NR representatives to understand the Town Council's concerns. | Sept 22: Contact made with SSDC Planning regarding this pre condition and request for update. Apr23: Noted, correspondence received from Network Rail regarding a proposed diversion application. Further information due from Network Rail. May23: update received with 2 diversion potential routes. Somerset Council to do site visit. Crossing lies within West Crewkerne Parish so only comment from neighbouring Parish | Network Rail/SCC Footpaths officer. NMA refused Jan 23. | Ongoing |
| Feb-21 | Pavement Survey | Cllr. Kathy Head to work with Crewkerne Action for the Disabled to organise a survey of the town's pavements | May23. Cllr Head to prepare and report later in 2023 – Cllr. Head advises February | Kathy Head | Ongoing |
| Aug-21 | Wall adjacent to Gouldsbrook Terrace crumbled leaving debris on the pavement. | The Deputy Clerk was asked to investigate ownership of the wall and send a letter to the owner to request that the wall was made safe | Feb 23: Highways confirm they have had difficulty communicating with landowner about the repairs needed. June 23: Highways confirm no progress made as landowner not responding. Nov 23: Discussed with Highways – no more they can do as privately owned | Highways | Ongoing Do Councillors want to keep this on? |

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| Feb 22 | Cars and tractors speeding around Gouldsbrook Terrace to Church Street. | Deputy Clerk to contact Highways to request a solution. | Nov 22. CTC to contact Highways re building out of the pavement to ensure pedestrian safety whilst crossing. This would slow traffic. June 23: Nothing can be done at this location. Oct 23: Can we improve the visibility? Nov 23: Highways suggested that all speeding needs to be reported to the Police | Deputy Clerk/P&H Chair | Ongoing. Do Councillors want to keep this on? |
| Oct 22 | Diseased tree on Market Street | Agreed to replace it but queried £300 licence fee | Town Clerk has submitted planting proposal to Highways but not yet received confirmation. Sept 23: chased. Oct 23: Trees could do with pruning | Town Clerk | Ongoing |
| Dec 22 | Faded road markings – zebra crossing outside Waitrose/Library also junction of Wynnstay with North Street. | Responsibility – SC? Responsibility – Private ownership? | SC to refurbish car park markings South Street – date to be confirmed. Mark ups in car park Sept 23 – Somerset Council seeking quotations for lines Oct 23. | Town Clerk | Ongoing |
| Mar 23 | Overflowing bins | Clerk to contact Streetscene about collection schedule. | Deputy Clerk has requested a collection schedule be confirmed. July 23: further request for schedule. Sept 23 request for schedule requested again. Nov 23 No schedule provided, Deputy Clerk to report all overflowing bins to Streetscene | Town/Deputy Clerk | Ongoing |
| Apr 23 | Loose/uneven paving slabs Church Steps | Reported to Somerset Council via email | Dangerous uneven slabs, damage to stone. May23: chased again, no response. Add to Highways meeting June 23. June 23: Highways investigating who is responsible for works. Responsibility for broken step also being investigated. July 23: ongoing investigation by Highways and RoW on responsibility. Oct 23: Outer path around the church needs sweeping. Nov 23: Highways have visited, and SC's Conservation Manager to find a cost effective and sensitive repair solution | Deputy Clerk | Ongoing |
| Jun 23 | Dropped Kerbs | Report sent to Highways for consideration | Report submitted by Space4Crewkerne about dropped kerbs in town. Discussed at Highways meeting. July 23: report sent | Deputy Clerk | Ongoing |

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| | | | to Highways. Aug 23: response received stating it has been passed to the SIS team for assessment. Nov 23: Highways have been asked for a cost, they suggested to get quotes from external contractors | | |
| Jun 23 | Mobility Scooter Access | Request for steps to be changed to allow mobility scooter area in Severalls/Southmead Crescent area passed to Highways | July 23: Information sent to Highways to consider. Aug 23: response received stating it has been passed to the SIS team for assessment | Deputy Clerk | Ongoing |
| Jul 23 | State of the pavements in Middle Path – near surgery raised ironwork caused a resident to trip and fall. | Reported to Councillor Surgery July 2023 | Reported to Highways, add to next Highways Meeting | Deputy Clerk | Ongoing |
| Jul 23 | Possibility of a pedestrian crossing on South Street near the Methodist Church. | Reported to Councillor Surgery July 2023 | Oct 23: Monitor all pedestrian crossings for condition and yellow box junctions on South Street to be refreshed. Nov 23 road markings will be refreshed in April, no budget for any additional crossings | Deputy Clerk | Ongoing |
| Sept 23 | High walls around Rose Lane deteriorating – debris over road | Reported to Highways | Nov 23 This has been reported to Ian at Streetscene | Deputy Clerk | Ongoing |
| Sept 23 | Broken Church Street flower bed A30 | Reported to Highways | Nov 23 Highways will report this to the relevant party | Deputy Clerk | Ongoing |
| Oct 23 | 20mph sign on East Street is not reflective (going up A30) | Reported to Highways Oct 2023 | Nov 23: Reported to Highways, they will be replaced | Deputy Clerk | Ongoing |
| Nov 23 | Broken Lamp post outside the Aqua Centre | Reported to SC Sept 2023 | Oct 23: Work to take place by an external contractor | Town/Deputy Clerk | Ongoing |
| Nov 23 | Missing 'No Entry' sign at the junction of Market Street, West Street and Hermitage Street after some recent work | Reported to Highways Nov 23 | Nov 23: Lines will be repainted | Deputy Clerk | Ongoing |

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| Report subject | Request for a Traffic Survey |
| Committee name | Planning + Highways |
| Meeting date | 18/12/23 |
| Report author | Gemma Hughes |
| Report contact details | deputyclerk@crewkerne-tc.gov.uk |

1. Purpose

To update Councillors on a request to carry out an updated traffic survey to reflect the current needs of Crewkerne. Much has changed in Crewkerne since the original survey was carried out in 2005/2006.

2. Background information

The data urgently requires refreshing to reflect the increase in vehicle movements which have been incurred due to the increased development within the town. Furthermore, the request is in light of the forthcoming link road obligations and how this will impact on the town. Councillors asked the Deputy Clerk to request this in August 2023.

3. Detailed consideration

The response from Highways was as follows:

‘The Authority believe it would be prudent that given the fact that the link road will most certainly see a shift in traffic movements through the town that we should wait until the link road has been delivered before undertaking the surveys. If we were to undertake the survey update now, then it would likely give us a false understanding on where further mitigation work is required.

With regards to the link road itself the Section 106 agreement requires the scheme to be delivered within four years of its implementation. The Highway Authority is working with the developer on how to bring this site forward and are currently concentrating our discussions on the delivery of the southern access junction. Consequently, we would look to engage with the Town Council once we are satisfied that the link road is broadly completed to then undertake these surveys.’

4. Recommendation

At present the Highway Authority would recommend waiting until such time that the link road has been delivered. This will provide more accurate data in terms of the

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surveys. As set out above the developer is legally obligated to deliver the road within four years of its commencement. The Highway Authority says they need to balance our request against from undertaking traffic surveys which will be obsolete once the link road has been delivered.

7.1. It is recommended that the Council **notes** that:

- No further action is required at this stage.