

**LOCAL DEVELOPMENT PANEL**

**Minutes of the Meeting held on 10 June 2015  
at 2.30 pm**

**Present:**

Councillor K H Turner (Chairman)  
Councillor B Maitland-Walker

Councillor B Heywood  
Councillor J Parbrook

**Members in Attendance:**

Councillor D Archer  
Councillor A P Hadley  
Councillor R Woods

Councillor M O A Dewdney  
Councillor A H Trollope-Bellew

**Officers in Attendance:**

Tim Burton, Assistant Director Planning and Environment  
Martin Wilsher, Principal Planning Officer (Policy)  
Toby Clempson, Principal Planning Officer (Policy)  
Nick Bryant, Planning Policy Manager  
Krystyna Kowalewska, Meeting Administrator

**LD1 Apologies for Absence**

Apologies for absence were received from Councillors I Aldridge, S Y Goss and T Venner.

**LD2 Minutes**

(Minutes of the Local Development Panel held on 6 January 2015 – circulated with the Agenda).

**RESOLVED** that the Minutes of the Meeting of the Local Development Panel held on 6 January 2015 be confirmed as a correct record.

**LD3 Declarations of Interest**

Members present at the meeting declared the following personal interests in their capacity as a Member of a County, Parish or Town Council:

<b>Name</b>	<b>Minute No</b>	<b>Description of Interest</b>	<b>Personal or Prejudicial</b>	<b>Action Taken</b>
Cllr K H Turner	All Items	Brompton Ralph	Personal	Spoke and voted
Cllr C Maitland-Walker	All Items	Carhampton	Personal	Spoke and voted
Cllr J Parbrook	All Items	Minehead	Personal	Spoke and voted
Cllr D Archer	All Items	Minehead	Personal	Spoke
Cllr A Trollope-Bellew	All Items	Crowcombe	Personal	Spoke

**LD4 Public Participation**

No member of the public had requested to speak.

**LD5 Publication Draft West Somerset Local Plan Responses and Submission**

(Report No. WSC 82/15, circulated with the Agenda.)

The purpose of the report was to set out a summary of the responses to the formal Publication of the West Somerset Local Plan to 2032 with comments in response in order to progress the Local Plan towards formal submission to the Secretary of State for Communities and Local Government for Examination.

The Planning Policy Manager presented the report, summarising the key issues that had emerged during the representation period and highlighted the proposed changes; he also provided information on the way forward.

He advised that the Local Plan had been in preparation for a number of years and had now reached an advanced stage in the production and publication process, following the undertaking of numerous public consultation, local engagement and technical studies. Following the representation period, responses had been received from 34 organisations and individuals who had identified and raised approximately 200 issues. The key matters that had been raised would be explored further during the examination process and the Planning Policy Manager advised that it was felt there was not a need for any substantive amendments to be made to the Plan. He reported on the minor amendments, as detailed in Appendix 2 to the report, which would assist in improving the effectiveness of the policies within the Plan without making any material changes, and highlighted two further proposed minor amendments which addressed matters raised by the West Somerset Flood Group in relation to policies CC2 and CC6.

The Planning Policy Manager informed that, once agreed, the next step for West Somerset Council would be to submit the Local Plan to the Secretary of State and the Planning Inspectorate when an independent examination would be held to consider all the matters raised during the representation period and to consider whether further amendments would be needed to

make the Plan sound before being adopted as part of the Development Plan. It was envisaged the Plan would be submitted to the Secretary of State at the end of July 2015.

Councillor Maitland-Walker proposed the recommendation of the report which was duly seconded by Councillor B Heywood.

Various questions and issues were raised by Members, and the following main points were discussed:

- It was not considered necessary to update the Strategic Flood Risk Assessment prior to the Local Plan's submission although it would be considered during any review of the Plan and work associated with the site allocations plan. Any update undertaken at this stage of the process would considerably delay the submission of the Plan.
- Following Members' concerns at the lack of responses received during the representation period, it was advised that the Council had an obligation to encourage responses on development plans via the Statement of Community Involvement and that all parish and town councils had been written to.
- Ongoing discussions would continue with Historic England to address some of the matters and minor changes they had raised/requested.
- The infrastructure delivery plan was an important document associated with the development plan and to date, due to the fact that limited responses had been received from the infrastructure providers, valuable and meaningful information had not been able to be obtained by officers in this regard, and it was acknowledged that there was a need to commission an updated infrastructure delivery plan in order for it to be robust and fully costed.
- The master planning work had not yet commenced due to resource and capacity issues and the level of detail that was required to go into the process would have to be investigated.

**RESOLVED** that the summaries of representations to the formal Publication of the West Somerset Local Plan to 2032 (set out at Appendix 1 to the report) be noted and that the minor amendments (set out at Appendix 2 to the report) be endorsed, drafted in response to the representations received prior to the submission of the Plan for examination under the delegated arrangement resolved upon by Full Council on 21 January 2015 subject to the Portfolio Holder for Housing, Health and Well-being, as guided by officers.

**Note:** With the agreement of the Chairman this item was brought forward on the Agenda.

**LD6      Exmoor National Park Authority Duty to Co-operate Protocol**

(Report No. WSC 83/15, circulated with the Agenda.)

The purpose of the report was to present a draft protocol summarising Duty to Co-operate activity between the Council and the Exmoor National Park Authority to Members for their consideration.

The report was presented in detail by the Principal Planning Officer (Policy) – Martin Wilsher who advised that the duty to co-operate was a requirement of the Localism Act 2011 for the purposes of trying to resolve cross-boundary issues of a strategic nature. He provided Members with the background information and confirmed that West Somerset Council had plenty of evidence base demonstrating that it had co-operated with its neighbours and the issues that had been raised.

Councillor K Turner proposed recommendation 3.1 (c) of the report which was to sign the earlier version of the Protocol excluding reference to the statutory duties of the National Park. This was duly seconded by Councillor B Heywood.

An amendment was proposed and seconded that recommendation 3.1 (a) to sign the latest iteration of the Protocol be approved.

On being put to the vote there were 2 votes for the amendment and 2 votes against. The Chairman gave a casting vote and voted against the proposal to sign the latest iteration of the Protocol.

The substantive motion that the earlier version of the Protocol excluding reference to the statutory duties of the National Park be signed was then put to the vote and the votes were cast 2 for and 2 against. The Chairman used his casting vote and the motion was CARRIED.

**RESOLVED** that, in response to Exmoor National Park Authority's Duty to Co-operate Protocol, it was approved to sign the earlier version of the Protocol excluding reference to the statutory duties of the National Park.

**LD7      Neighbourhood Development Plan Update**

(Report No. WSC 81/15, circulated with the Agenda.)

The purpose of the report was to appraise Members of Neighbourhood Development Planning activity within the Local Planning Authority area to date.

The item was presented by the Principal Planning Officer (Policy), Toby Clempson who reported on progress to date in relation to neighbourhood development planning, and it was noted that Stogumber Parish Council had opted to produce a Neighbourhood Development Plan. The officer advised that the local planning authority had a statutory duty to assist communities with the preparation of their Plan and to put the documents through the legislative process. The resource and financial implications were explained in detail, and the point was made that the Plans would cost significantly more to prepare and put through the process than the level of grant funding provided to the local planning authority by central government.

Various questions and issues were then raised by Members and the Principal Planning Officer (Policy) noted them down for consideration/action.

The Principal Planning Officer urged Members to advise their community to speak to the Principal Planning Officers in the first instance if parish/town councils were interested in preparing a Neighbourhood Development Plan, so that the officers could offer advice and provide an understanding of the alternative options available and the differences and implications between them.

The recommendation of the report was proposed and seconded.

**RESOLVED** that the contents of the report and in particular the resource implications of neighbourhood plan preparation be noted.

**Administrator's Note:** During the meeting it was agreed to timetable an additional meeting of the Local Development Panel on 28 July 2015 at 10.30 am in order to expedite the submission of the Local Plan.

The meeting closed at 4.04 pm.